

12-3-1999

Board of Trustees Minutes, December 3, 1999

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
December 3, 1999, 10:00 a.m.
Cheney Campus
Pence Union Building
Room 263-65

Board Members Participating

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

Staff Participating

Ms. Miriam Berkman, Director, Counseling Services
 Ms. Roxann Dempsey, Administrative Assistant to the VP for Business and Finance
 Ms. Connie Gross, Secretary to the Board of Trustees
 Ms. Toni Habegger, Chief Financial Officer
 Ms. Julie Hall, Assistant Director of Alumni Relations
 Mr. Michael Irish, Associate Vice President for Facilities
 Dr. Stephen M. Jordan, President
 Mr. Tom McArthur, President of Local 931
 Mr. Brian Levin-Stankevich, Vice President for Student Affairs
 Mr. Larry McCulley, Budget Analyst II
 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. Annette Skaer, Financial Planning and Research Officer
 Ms. Carol Terry, Director of Financial Planning
 Ms. Doreen Timm, Administrative Assistant to the Executive Vice Provost
 Mr. Lee Urbaniak, Computer Maintenance Tech III
 Ms. Mary Voves, Vice President for Business and Finance

Faculty Participating

Dr. John Buchanan, Professor of Geology
 Dr. Alex Cameron, Interim Dean of the College of Business and Public Administration
 Dr. Robert Herold, Executive Vice Provost
 Dr. Lynn Stephens, President, Faculty Organization
 Dr. Ed Yarwood, Associate Dean of the College of Letters, Arts and Social Sciences
 Dr. Niel Zimmerman, Vice President for Academic Affairs and Provost

Students Participating

Mr. Danny Caldwell, President, ASEWU

Others Participating

Mr. Cam Buffington, President of the EWU Foundation Board
 Ms. Deborah Danner, Assistant Attorney General
 Ms. Ruth Jordan, wife of President Jordan

Call to Order and Quorum, I. and II. – Mrs. Beschel

At 10:00 a.m. Chair Beschel called the 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 Budke reported on the Comprehensive Master Plan update. He sat in on part of the selection process, and was impressed with the students, faculty, administration and support people who were involved because of the way they carried out their job. They focused on what was good for Eastern. He was very impressed with what went into the decision process.

Trustee Mays reported that the Academic Affairs committee reviewed outcome goals and curriculum decisions—maintaining academic integrity economically and efficiently. He noted that faculty have contributed a tremendous amount of time in carrying out this work.

Chair Beschel represented EWU at Mukogawa's 60th anniversary. She also represented EWU in a meeting with an alumni/benefactor in Bangkok. She noted that this was personal travel, not paid by Eastern.

Presidents' Reports, III.B.

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

Dr. Stephens said the Faculty Senate continues working on the program review process, and are forming a committee to begin activities winter quarter. She reiterated that the central principle for evaluating programs should be how integral the programs are to the mission of the university and how they are serving students of the region. A second activity was the designation of a subcommittee to refine the academic integrity policy. She thanked Trustee Mays for the public recognition of the efforts that go into these activities. She also wished everyone a happy holiday season.

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

Mr. Caldwell said the associated student officers have been in the training mode. He attended a "Tools for Change" conference in Ellensburg, and six council members traveled to Portland to attend the Northwest Student Leadership Conference. They are trying to get the Student Art Gallery included in the Cheney Hall Revision, and a climbing wall is in the works. Publishing a Millennium book is another project the students are pursuing. They are trying to bring back the Kinikinik yearbook idea. A mail-in voting system may be possible for campus elections this year, as 65% of the students surveyed said that if they received the ballot in the mail they would return it. On April 29 Mr. Caldwell will give the Golden Grad 2000 reunion speech.

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

President Jordan extended wishes for a Happy Holiday Season to all. He reminded everyone of the annual Holiday Reception at 2:30 today in the Showalter Rotunda, followed by the Holiday Choral concert at 7:30.

- On Thursday, November 9, Eastern held an Admissions Sneak Preview and also an Alumni reception at the T.A. Wilson Conference Center/Boeing Flight Safety Training Center in Seattle.
- The U.S. Dept. of Education is sponsoring a National conference on Teacher Quality in Washington, D.C. on January 9 and 10. President Jordan, Neville Hosking, Ray Soltero, Dr. Gary Livingston, and Dr. Terry Munther will form a partnership team to attend this conference, which will deal with recruitment and pre-professional preparation, professional teacher preparation, and support for new teachers.
- President Jordan went on International Tour with Ed Yarwood and Phil Grub. They visited the sister universities of Hanyang University, Semyung University, and To Kyung Won University and met with an Eastern alum in Seoul, Korea. They attended Mukogawa University's 60th year celebration in Kyoto, Japan and visited Asia University in Tokyo. The trip was completed with visits to the Chinese Cultural University, the National Hualien Teachers College, and the Dahan Junior College of Engineering and Business in Taiwan. President Jordan was the only westerner to participate in the formal ceremonies. He noted that these visits could be very helpful to Eastern. Relationships might be formed between oriental medicine and our programs: e.g. acupuncture and physical therapy. Members of our music program have visited the Far East, and have become goodwill ambassadors for Eastern. The Music Department has received a \$25,000 grant to send an

octet to Taiwan. The first students for our English Language program will arrive this Winter quarter. Our institution is one of the first two in the US to be accredited in this area.

- Wednesday, November 17 President Jordan participated on the Fourth Annual “Worldwide Lessons in Leadership Series” panel held at the Spokane Ag Trade Center, sponsored by the EWU Division of Educational Outreach. The theme of this series was *Leadership From the Ground Up: Teaming Up for the Year 2000*, and there were over 750 attendees, which was the largest attendance on the West coast.
- President Jordan has recently met with Representative Helen Sommers, Mindy Cameron (the Editorial Board Director for the Seattle Times), Terry Teale, Bob Edie and Wolf Optiz from OFM, Senator Jeannie Kohl-Welles and Representative Tom Huff. We have sent a request to the legislature for 300 new students, and the Governor’s recommendations will come out the middle of December. President Jordan is optimistic that the Governor’s Office will include some component of our request.
- On December 1 and 2 President Jordan attended a WICHE Conference in Colorado Springs. He was the only university President invited to attend, and was asked to help facilitate a focus discussion on employability and economic development. The conference purpose was to stimulate dialogue, explore mutual concerns and develop strategies for higher education collaboration. The State Higher Education Executive Officers, the Western Interstate Commission for Higher Education, and the Higher Education Funding Council for England and the British Council hosted the symposium. President Jordan said this was one of the most exciting discussions he has participated in. He said it was clear that the issue around outcomes and changing funding to move towards trying to ‘incentivise’ universities towards outcomes is not going to go away. There will be greater pressure on institutions around the questions of outcomes, and it is not just a phenomenon of this state, but a national and international phenomenon.
- The Art Department has had a wave of positive PR. There was an article on artist Mike Berg’s lecture (here art EWU) in the *Inlander* and articles in the *Spokesman-Review*, the *Inlander* and an interview on KPBX regarding an exhibit at Lorinda Knight’s Gallery by Lanny DeVuono, Chair of the Art Department. The *Inlander* did an article on visiting artist Ken Butler and his scheduled talks, as well as his workshop with high school youth—all sponsored by the consortium of EWU, SFCC and The Cheney Cowles Museum. Doug Clark from the *Spokesman-Review* also plans to do an article on Ken Butler.
- Howard Uibel, chair of the Department of Physical Education, Health & Recreation, passed away on Monday, November 1. President Jordan said he will be missed by all that knew him, including the hundreds of people he took on adventures on the Salmon River. Dr. Uibel came to Eastern for the 1968-69 year and returned in 1977 to serve as director of the Department of Recreation and Leisure Services until 1989, when the department became the PEHR Department. He served as department chair until this fall. President Jordan extended condolences to Dr. Uibel’s wife, children and many friends.
- On another sad note, President Jordan reported that Eastern student Nicholas Davidow was involved in a car accident on Sunday, November 14 and passed away. With him was Eastern student Jacquelyn Bos, who was injured but is doing okay. President Jordan extended condolences to Mr. Davidow’s parents.
- President Jordan reported the following grant awards: Dr. Stacy Warren, Associate Professor of Geography, received \$42,349 from the National Science Foundation to implement a Virtual Geographic Information System Laboratory at EWU as a strategy for integrating GIS applications into undergraduate education. Robert Hille, Director of Career Services, received a \$34,815 grant from the HEC Board for a project that will fund the efforts of Eastern’s students to demonstrate to ninth grade students the benefits of a college education. Sally Burge, Director of Administrative Support Services, received \$34,983 from the EHC Board for Eastern students to mentor and tutor middle-school students from low-income families. President Jordan said 7 proposals were submitted by EWU to the HEC Board, and 4 were recommended for funding in the amount of \$466,000.
- EWU volleyball setter Kim Maxwell has been selected to the GTE Academic All-District VIII second team as selected by CoSIDA (College Sports Information Directors of America). Maxwell’s honor adds to her All-Big Sky first team selection that she earned on November 15, 1999. This was the second consecutive year she has earned a GTE Academic All-District VIII honor.
- President Jordan noted that the Women’s Volleyball team plays today in Pauley pavilion, and he sent his best wishes to Pam and the team. He also circulated a recent letter to the editor in the *Spokesman-Review* that commented on Pam’s contributions to volleyball. Pam has been a credit to this university, and will continue to be so in her new position.
- President Jordan announced that 15 Eagles have been named to the All Big-Sky football team. He said he hopes to have the team present at the next Board meeting.

- President Jordan noted the possible effect of I-695 on bus service to Cheney and Eastern. There is a possibility that STA will have to reduce the frequency of bus runs. There may be a reduction in weekend service, elimination of the 10:20 p.m. departure from Spokane, and elimination of the direct service from downtown to the Riverpoint campus. He said community meetings will be held by STA, and we may schedule a meeting here on campus. These issues have very important implications for our students and the institution.
- President Jordan introduced the new President of the Alumni Association, Cam Buffington. Cam thanked the President and administration, faculty, staff and Board members for the wonderful, positive direction that Eastern is heading. He noted that this makes the alumni get very enthused about being alumni, making his job a lot easier. He said the Alumni Association is in the final throes of coming up with a 5-year plan that they hope to present to the Board of Trustees early next year.
- President and Mrs. Jordan attended the EWU play, *Scapino*, and enjoyed it very much. He noted that Danny Caldwell is a pretty good actor.

Action Items, IV.

Action Item IV.A.: Minutes of the October 22, 1999 Board of Trustees' Meeting—Chair Beschel

Motion #12-1-99: I move that the minutes of the October 22, 1999 Board of Trustees' meeting be approved as submitted."

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

Action Item IV.B.: Overview of Summer 1999 and Approval of Summer 2000 Tuition—Executive Vice Provost Robert Herold

Executive Vice Provost Herold said he was here today to request approval of Summer 2000 tuition, and to review Summer 1999. He first discussed the Summer 2000 Proposed Tuition and Fees, noting that the rate of \$81 per undergraduate credit hour and \$128 per graduate credit hour is a tuition decrease in actual dollars from last summer. The reduction is \$1 per credit hour, but is actually larger than that (4.7 percent for undergraduate and 3.8 percent for graduate) because he is absorbing in his budget the salary increase the faculty received this past summer. The reasoning behind the tuition reduction comes from student surveys that have been conducted for 10 years. These surveys show that students are here in the summer to solve a time-to-degree problem. Summer Session has the advantage in the summer, since it is self-support, to set tuition as needed. President Jordan has relayed to Dr. Herold that we should try to use the pricing advantage in the summer to make it more attractive--then the entire institution will be more attractive--therefore costs have been cut.

In discussing the tuition rate comparison chart, Dr. Herold said Summer Session is self-support, so students are charged for every credit they take. Taking up through 10 credits it is less expensive than the academic year. The average load in summer is 7.5-8.5 credits. The students pay more money when they take over 11 credits.

Dr. Herold reported that Eastern has a good summer in 1999. Students took 2,237 credit hours (some of those are the result of a bookkeeping change) but still had our 3rd best year ever. The headcount was 3130. He noted that the elasticity appears to be in the course load, not the head count. The idea is to gain a change in that pattern.

Dr. Herold then discussed the student questionnaire. 3069 were sent out, with a 22.2% rate of return. 80.9% of the students responding are working on a degree. 80.7% are taking coursework required to meet their timeline. There was a large (35.1%) interest in offering more day courses in Spokane, and 36.9% of the students are looking for courses in the major. He noted that incentives have been created for the departments to do this. 89.1% of the students said they could get the courses they needed. 79.1% said our guarantee of courses is important to them, and plays into their decision to come to Eastern in the courses. Dr. Herold noted that we haven't cancelled summer courses for 10 years.

Dr. Herold then described the Summer 2000 Special Attractions, which consist of: Summer Writing Workshop in Dublin, Theatre Study in Great Britain, Evolution of British Cities, Lubeck Summer Program: Contemporary German Society and Culture, Discovering Yellowstone, Summer OD Experience in the PNW Backcountry, OD Writing Experience in the Selkirk or Cabinet mountain region, Summer Wrap-Around Business Degree, Satori Camp, and Theatre for Youth Camp. Possible Coming Attractions are: Public Affairs Symposium, Salmon

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Recovery in the Northwest, Options, Obstacles and Opportunities, ESL Summer Experience for International students, and String Music Camp.

Dr. Herold reiterated that the proposed Summer 2000 Tuition rates are \$81 per credit for undergraduates and \$128 per credit for graduates, with the continuation of the \$50 enrollment fee. Trustee Ormsby asked if this continues our rate as lowest of public institutions in the state. Dr. Herold replied that we don't know what Central is going to charge, and Western's summer tuition is higher than ours, but not enough to cause political problems. Trustee Mays asked about summer advertising. Dr. Herold said the preliminary bulletin will be published in January, with the Summer Catalog available around spring break.

Motion #12-2-99: "I move that the Summer 2000 Tuition be approved at \$81 per undergraduate credit and \$128 per graduate credit."

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

John Buchanan, Professor of Geology, then presented information on the Geology Summer Field Study. He said it has been a hugely successful effort. He discussed his past classes/field trips and presented a slide show of sites visited and studied. He noted that Professors Kiver, Schwab and Hoffman also participate in these courses, and that it is a rewarding way of teaching.

Dr. Herold noted that this is the end of a decade of doing summer school and the ten years of field trips. He extended his thanks to the Board of Trustees for their ongoing support.

Action Item IV.C.: Approval of Investment Policy—Chief Financial Officer Toni Habegger

Ms. Habegger reported that the Business and Finance office has drafted a new investment policy and is requesting board approval today. She noted the former policy was implemented in 1985 but the university deviated from the policy in varying degrees due to changes in our investment portfolio. The policy was limited in scope and investment options. The focus in the mid-1980's was mainly on short-term investments for liquidity purposes, and due to our relatively small portfolio of \$3.3 million. The policy did not provide guidance for long-term investing, and cash flow demands were not formally addressed. The primary objective of the old policy was to maximize return while incurring a minimum level of risk. She noted that our investment portfolio has grown from \$3.6 million to \$16 million in the past 10 years. Eastern now needs to formalize investment operational procedures.

In developing the new policy the following analyses were completed: cash flow demands to fund institutional operations; cash management practices; current and future financial needs of the institution; and current portfolio mix and composition. Investment policies of state higher education institutions were reviewed, as were state laws for allowable investments. We placed restrictions on the percentage of assets in specific types of investments to reduce our overall risk.

Ms. Habegger said management, the Board of Trustees, the Washington State Treasurer's Office, and the Attorney General's office have reviewed the proposed policy. Key attributes of the investment policy are: a policy statement, the scope of the investment policy, the portfolio characteristics, the allocation of development dollars within the portfolios, eligible investments, internal controls, and the formation of an investment advisory committee.

- The policy statement is: to invest public funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of the institution in conforming to state statutes governing the investment of public funds.
- The scope of the policy is that it applies to all financial assets of the university with the exception of the endowment funds, which are covered under a separate investment policy.
- The November, 1999 portfolio balance was approximately \$17 million, which includes auxiliary funds (32%), self-support funds (13%), internal service funds (11%), and operating funds (40%). These percentages will fluctuate depending on revenue and expenditure patterns throughout the fiscal year.
- Portfolio allocation: The objective of the liquidity portfolio is to meet the daily cash requirements of the university, so the upper limit is 9 months with an expected liquidity risk of zero. The intermediate portfolio has a maximum maturity of 2 years and is established as a hedge against unanticipated large changes in projected cash flows due to economic, political or other factors. The long-term portfolio is to provide a flow of financial

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support to university programs that will grow at least as fast as the rate of inflation. It shall also provide a source of funds in the very unlikely event that the liquidity and intermediate portfolios are insufficient to meet the day-to-day obligations. This portfolio has a maximum maturity of 5 years.

- Portfolio percentage allocation:
 - Liquidity Pool: 25% target, 20-40% policy range
 - Intermediate Pool: 50% target; 30-60% policy range
- Eligible Investments: The state of Washington allows state agencies to invest public funds in only those securities and deposits authorized by statute. These include: obligations of the US government or its agencies (certificates, notes, bills or bonds); obligations of government-sponsored corporations (certificates of participation, notes and bonds e.g. the federal home loan bank, the federal national mortgage association, and the government national mortgage association); bankers acceptances that are purchased on the secondary market (and rated at the highest level); commercial paper purchased on the secondary market (and rated at the highest level); certificates of deposit; and repurchase agreements.
- Internal Controls set forth in the investment policy include: formation of an Investment Advisory Committee; written operating procedures; clear delegation of investment authority; separation of duties; supervisory oversight; and regular investment reports to the Board of Trustees.

The Investment Advisory Committee shall meet quarterly and be composed of two members of the Board and 2 members from the investment banking community. The committee shall oversee the University's investment programs within the broad guidelines established by this policy. The committee shall also act in advisory capacity to the Vice President for Business and Finance and the Chief Financial Officer.

Upon approval by the Board of Trustees, the following must be accomplished to fully implement the new policy: form the investment advisory committee; restructure the investment portfolio to conform with the target percentages set forth in the policy (this will include moving some short-term investments into the intermediate category, and focusing on our long-term portfolio moving into intermediate-term investments.

Motion #12-3-99: *"I move that the Investment Policy be accepted as presented."*

Motion by Trustee Mays, along with the recommendation of the Coordinating Committee.

Chair Beschel asked if two Board members and 2 members from the public were enough for the advisory committee. Ms. Habegger said more could be added later if needed. Trustee Budke pointed out that this is only an advisory committee. Trustee Mays complemented Ms. Habegger on her thorough work on this policy.

Motion carried.

Chair Beschel will appoint two Board members with appropriate backgrounds to the Investment Advisory Committee.

Action Item IV.D.: Approval of Holiday Schedules, Year 2000 and 2001--Director of Human Resources Jolynn Rogers

Ms. Rogers pointed out that these are the designated statutory holidays. In 2000 the New Year's Day and Veteran's Day holidays are observed on Friday because the holiday falls on Saturday.

Motion #12-4-99: *"I move that the Year 2000 and Year 2001 Holiday Schedules be approved as presented."*

Motion by Trustee Ormsby; second by Trustees Kirschbaum and Jackson. Motion carried.

Action Item IV.E.: Approval of Alcohol Policy--Vice President Brian Levin-Stankevich

Vice President Levin-Stankevich said one year ago today President Jordan welcomed the alcohol task force to its mission, as a result of the presidents signing an agreement to address the problem of alcohol abuse on campuses. He said we formed a task force to investigate our existing policy and determine what changes might need to be made, and also to look at environmental issues that may affect such a policy. The task force was a broad group consisting of 9 students, 3 faculty, 6 professional staff of the university, and 8 community members. They met biweekly through winter and spring quarters and developed recommendations by June 3, but were too late to bring the

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proposed policy to the community. They refined it over the summer and held 11 public hearings Fall quarter. He said the policy recommendation changes what was in existence because it provides guidelines and processes for events, not just stating support of the laws. It discusses alcohol advertising in conjunction with events on campus, and a statement of purpose.

Chair Beschel noted that on page 5, under Roman numeral III, one word change was suggested by the Coordinating Committee: change penalties to consequences, as education programs should be viewed as a help rather than a penalty. Trustee Budke noted 2 such changes, and another sentence below that area. Trustee Mays thanked Dr. Levin-Stankevich for the document, and noted the college failure rates that are associated with alcohol use levels. He said alcohol abuse is the single largest factor in this failure, so the proposed policy is a prime example of what needs to be done to develop our culture as an educational institution. We have to create an environment that provides meaningful alternatives for students. Trustee Kirschbaum noted this policy comes as a recommendation from the Student Affairs committee, with the changes discussed. President Jordan pointed out a typographical error on page 5: student and activities “fee” support, not “free” support. He also expressed his appreciation for the hard work of the task force—this was a very important endeavor that they undertook.

Motion #12-5-99: The Student Affairs Committee moves to approve the adoption of the Alcohol Policy for Eastern Washington University.

Motion comes from the Student Affairs Committee. Motion carried.

Action Item IV.F.: Approval of Student Academic Integrity Policy--Vice President Brian Levin-Stankevich

Vice President Levin-Stankevich said another workgroup was started last January because of a change in the student conduct code. The Board of Trustees passed an interim policy that expired at the end of Fall quarter. The Senate Rules Committee assisted with the nomination of a work group for this policy, and they met through spring. They came forward with a policy recommendation too late to go through the council and committee structure before summer, but the policy went on the agendas early this fall. He said the Faculty Senate has deliberated for at least 3 meetings, and agreed at the last meeting to authorize Dr. Stephens and Provost Zimmerman to make a final draft of the proposed interim policy for Board approval for Winter quarter. Continued refinements will take place Winter quarter, with a final policy expected by the end of Spring quarter.

Lynn Stephens noted the Faculty Senate hopes to deal with the policy Winter quarter, in time to bring it back to the Board before the end of the academic year.

Trustee Ormsby said he hopes we can get this finalized as quickly as possible. The university needs a permanent policy in place, and it is only fair to faculty and students that the rules are set.

Motion #12-6-99: “I move the Board of Trustees approve the interim Academic Integrity Policy.”

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

Action Item IV.G.: Approval of 1999-2001 Consultant Selections--Vice President Mary Voves

1. Omnibus Architectural Consultant
2. Omnibus Civil Engineering Consultant Selection
3. Omnibus Electrical Engineering Consultant Selection
4. Omnibus Mechanical Engineering Consultant Selection
5. Architectural/Planning Consultant Selection—Comprehensive Master Plan Update
6. Architectural Consultant Selection—New Residence Hall Pre-design
7. Architectural Consultant Selection—Senior Hall Renovation Pre-design

Vice President Voves asked for Board approval of omnibus consultant selections for minor works (up to \$250,000 in scope). She noted that to facilitate these projects in a timely fashion, we have selected these consultants on a retainer in order to move through these projects quickly. All are Spokane-based firms. The architectural consultant is Bernard Wills Architects, civil engineering is Varela & Associates, electrical engineering is Coffman Engineers, and the mechanical engineering is Dumais Romans.

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Motion #12-7-99: The Facilities Committee recommends approval of the four omnibus consultants as presented.

Trustee Budke explained that each of these four recommendations have gone through a rigorous selection process.

Motion carried.

Vice President Voves said that in addition to the omnibus consultants, the administration is asking for Board approval of specific consultants for three specific projects.

Walker Macy is recommended for the Comprehensive Master Plan Update. She said it is important that the master plan reflect the mission of the institution. With our revised mission, our master plan needs revision from a commuter campus to a residential campus. Trustee Kirschbaum asked why we hire a new architect for the master plan every few years. He feels we should have a fairly clear picture of what is needed and not have to make major changes down the road. We need to revise the plan occasionally, but not throw it out and start over as that is too wasteful. He feels one loses the historical perspective/visualizations of the people who previously worked on the plan. Ms. Voves responded that the former plan won't be thrown out, but is where the consultants will start. Trustee Ormsby suggested making sure the people involved in the previous plan can at least have the opportunity to provide their impressions to the new consultants. Trustee Budke noted the need for expediency for obtaining input from constituent groups, as we are on a short timeline.

Ms. Voves said Mithun Partners is recommended for the Residence Hall redesign. This is a Seattle firm with unique experience in residential housing. They have experience working with public/private projects, which is a concept in which we are interested.

The recommended consultant for the Senior Hall Renovation Pre-design is ALSC Architects, a Spokane based firm.

Motion #12-8-99: The Facilities Committee recommends approval of the three consultants as presented in Action Item IV.G., items 5, 6 and 7.

Motion carried.

Action Item IV.H.: Authorization to Increase Expenditure Authority--Vice President Mary Voves

Vice President Voves explained that this is a request for this fiscal year to increase expenditure authority in the amount of \$395,457 as a result of enrollment growth and project growth in the institution.

Eastern's enrollment growth beyond its original budget estimate of 7,509 FTES has generated an additional \$27,871 of revenues in the corresponding student and activity fee. The auxiliary fund requests authority to distribute this additional funding.

Facilities and Planning has made a commitment to move at a much faster pace on Eastern's capital construction projects than in prior years. To accomplish this, the Workforce Construction fund is requesting increased expenditure authority in the amount of \$204,543 to cover the cost of adding additional positions to manage the constructions projects. The cost for these positions will be recharged to the capital projects they manage.

The dedicated local fund is a category of budgets that support the instructional mission of the University but are not directly funded by the legislature. As Eastern's enrollments continue to grow, and as departments begin to plan for the support of that growth, many of the departments have requested additional expenditure authority for one-time expenditures, such as adjunct faculty, graduate assistants and equipment, from their fund balances. Additional expenditure authority is requested for \$185,889.

Another major program within the dedicated local fund is Eastern's Summer Session. Summer Session enrollments can be fairly predictable based on a percentage of our regular academic term. The original budget for summer session 2000 was based on a more conservative enrollment estimate, given the nature of the enrollment projections for the regular academic term. Summer Session is now requesting an increase in their expenditure level of \$181,697 to accommodate additional student instruction opportunities for summer quarter 2000.

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Motion #12-9-99: "I move approval of the administration's recommendation to increase the expenditure authority of the institution's operating budget of \$395,457 (including recharges of \$204,543) for the fiscal year 2000, which began July 1, 1999 and ends June 30, 2000."

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

Executive Session, VI.

At 11:55 a.m. Chair Beschel 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. The Executive Session was estimated to last two hours. Chair Beschel extended Happy Holiday Wishes to those who may not be in attendance when the Board reconvenes in open session.

Reconvene

At 2:12 p.m. the Board of Trustees reconvened into open session.

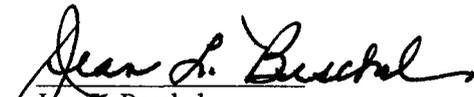
Personnel Actions, VII.

Motion 12-10-99: "I move that the Board of Trustees approve the personnel actions as presented."

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

Adjournment, VIII.

At 2:15 p.m. Chair Beschel adjourned the meeting, noting that she would like to request that line items for Old and New Business be added back into the agenda, as that is the only way the Board members can bring up any new business.



Jean L. Beschel
Chair



Stephen M. Jordan
Secretary to the Board of Trustees