

6-29-2010

Board of Trustees Minutes, June 29, 2010

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

June 29, 2010

**Committee of the Whole ~ 1:20 p.m. (TAW 215 B&C)
Open Public Session ~ 2:45 p.m. (TAW 215 B&C)
Executive Session ~ 12:00 p.m. (TAW 215 A)**

MINUTES

Trustees Present:

Jo Ann Kauffman, Chair
Bertha Ortega, Vice Chair
Whitney Fix
Neil McReynolds
Mark Mays
Kris Mikkelsen
Paul Tanaka
Ines Zozaya-Geist

Call to Order, I.

Chair Kauffman called the June 29, 2010 regular meeting of the Eastern Washington University Board of Trustees to order.

Chair Kauffman announced that the Board would convene in executive session under RCW 42.30.110 for the following purposes: (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, litigation or potential; and/or under RCW 42.30.140 to plan or adopt a strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

She announced that executive session would last approximately one hour and fifteen minutes, that no final action would be taken during executive session, and that at the conclusion of the executive session the Board would convene into Committee of the Whole and then into open session.

Quorum, II.

A quorum was present: all trustees were in attendance.

Executive Session, III.

Chair Kauffman stated that executive session was held for purposes authorized in RCW 42.30.110 and/or 42.30.140 and that no action was taken during executive session.

Committee of the Whole

FY2011 Supplemental Operating & Capital Budgets

Toni Habegger, Chief Financial Officer, explained that the Board received information and has discussed this budget proposal at the May Committee of the Whole, at the June 10th special Business & Finance Committee meeting, and at the June 29th Business & Finance Committee meeting.

She noted that the Board approved the 2009-2011 biennial budget in June 2009, and that this is the supplemental proposal to reflect changes for FY2011, the second year of the biennium.

Ms. Habegger's PowerPoint presentation reviewed the budget planning process, the Board of Trustees Budget Reduction Principles, and the University Budget Committee's recommendations to the President.

President Arévalo indicated that the administration has done something in every area listed on the presentation slide titled UBC Analysis of Savings Suggestions with the exception of implementing furloughs.

At the open board meeting later today, the Board will be asked to approve: S & A Fee increase of 12%, Housing rate increase of 3.5%, Dining rate increase of 4.5%, and overall revised FY2011 operating budget proposal in the amount of 207.7 million dollars.

Chair Kauffman reiterated that the Board has looked through and discussed this budget proposal several times, and held a special Business & Finance Committee meeting to discuss it further. This item is included on the agenda for action at the open board meeting this afternoon.

2011-2013 Operating & Capital Budget Decision Package Briefing

Ms. Habegger explained that thorough discussion of this topic occurred in the Business & Finance Committee, and that the Board will be asked to approve final decision packages at the August board meeting.

The university is required to submit the 2011-13 biennial operating and capital budget request to the Office of Financial Management in September. This request package will include items that the university leadership and the Board feels are necessary to support and advance the mission of Eastern Washington University. The specific items are tentative and will likely change between now and the August 26 board meeting. The preliminary 2011-13 operating budget request includes funding for enrollments, student retention, network infrastructure, faculty salaries, and academic technology. The 2011-13 capital budget request includes specific projects such as phase 2 construction for Patterson Hall, design for the University Science Center, and multiple project categories within minor works.

As stated earlier, a revised decision package will be discussed with the trustees in August, and the Board will be asked at the August board meeting, to approve the package to be sent to OFM.

Affirmative Action Report

President Arévalo introduced this topic by introducing Ms. Gayla Wright, EWU Director of Equal Opportunity/Affirmative Action and ADA Compliance.

Ms. Wright outlined the affirmative action legislation, its history, and its requirements. She informed the trustees of Eastern's past efforts in the area of affirmative action, its current status, and she outlined the new EWU Affirmative Action Plan/Program she is developing for the university.

It was pointed out that affirmative action is not preferential treatment, but rather the purpose is to increase the participation of women and minorities.

Action-oriented programs and initiatives at Eastern include: Presidential emphasis on making diversity a primary goal (ie: Ms. Wright has spoken to 700 people across campus for educational

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purposes); employee search committee training; training for faculty, staff and student leaders to differentiate diversity from affirmative action; recruitment outreach; and more.

President Arévalo stated that the university is trying to provide resources to departments and units to assist them in developing more diverse hiring pools to give departments broader ability to make an impact with their hiring.

Chair Kauffman thanked Ms. Wright for her presentation and work on this program.

Reconvene Open Board of Trustees Meeting

Chair Kauffman called the open session of the June 29, 2010 regular meeting of the Eastern Washington University Board of Trustees to order at 2:35 p.m.

Reports, IV.

University President's Report, IV.A.

President Arévalo reported on his recent participation in the following:

- Numerous graduation related events such as McNair Scholars reception, WA Achievers reception, and Bellevue College graduation celebration (113 students graduated from five degree programs). Bellevue College President, Jean Floten, discussed the desire to continue with the planning of degrees. They are purchasing an additional building which will enable EWU to keep its existing space on the main campus.
- Traveled to China with Dean Lynn Briggs and other EWU representatives to attend a graduation for one of the 1+2+1 exchange programs where the students received their degree from the Chinese university and also from Eastern Washington University. EWU will continue to discuss growth and the possibility of additional programs.
- Visitations to numerous communities across the state of Washington. These visits with students, parents, school administrators, and state legislators are worthwhile in spreading the word about EWU and its unique role in higher education.

Trustees' Reports, IV.B.

Board Chair Report, IV.B.1.

- Chair Kauffman reported that much of the Board's time during this past month was spent in follow-up to their May retreat. Draft goal statements for the year 2010-2011 have been developed, however, action on this item will be tabled until the August Board meeting.
- A special Business & Finance Committee was held on June 10th to review details of the 2011 budget. Chair Kauffman thanked Trustee McReynolds for initiating this helpful meeting.
- Trustees Kauffman, Ortega, Mays, and Fix participated in EWU Commencement ceremonies. Chair Kauffman expressed that it was exciting to have the governor as the commencement speaker. She mentioned that the university is in discussion regarding whether Commencement will be on Friday or Saturday in the future.
- Trustees were invited to and attended an EWU Foundation Board reception recently. The Foundation Board Chairperson and Eastern trustees are interested in finding opportunities for the two boards to get together occasionally.
- Chair Kauffman announced that Trustee Mays will serve on the Board Academic Affairs Committee and the Board Student Affairs Committee.

Academic Affairs Committee, IV.B.2.

Trustee Tanaka reported on the following topics discussed in the committee meeting:

- Summer Session – 2,800 students are registered for 23,000 credit hours. Credit hours have increased by 6%, which is positive, though the goal was to increase by 10%.
- Institutional Research – the committee heard from the new director, Collin Ormsby, regarding a student snapshot. Trustee Tanaka asked that the handout be provided to the trustees who were not at the meeting.
- Student Learning Outcomes – Trustee Tanaka shared that he didn't realize the extensive process the university has for assessing how instruction is going and how it is perceived by the students. Associate Vice Provost Kieffer is looking into whether there is a document the board can review on this subject.
- Quarters to Semesters – the task force will bring forth a recommendation in November. If or when a university decided to make this change, implementation would take several years.
- Department of Engineering & Design presentation highlighted the artistic and creative work being done by Eastern's students. Students created both real world and classroom projects and their presentations were very impressive.

Advancement Committee, IV.B.3.

Trustee Mikkelsen reported on the agenda items discussed at the committee meeting:

- President Arévalo spoke about the community work he is participating in. The Board is grateful for all his work in reaching out to communities all around the state.
- Government Relations – David Buri updated the Board on the state budget outlook and updated the committee on the status of some legislative positions.
- Fundraising – nearly one million dollars has been raised for the Red Turf Project, and the Board is pleased that this project is moving forward.
- Fall Football Games – there are two games this fall that trustees may be interested in attending.

Business and Finance Committee, IV.B.4.

Trustee McReynolds reported on the following topics discussed at the meeting:

- Patterson Hall Contract Award – the university received bids for this project and the staff presented the recommendation for award of the contract. The cost will be one million dollars less than anticipated. The committee will be recommending the bid be approved by the Board.
- FY2011 Supplemental Budget – the Board and this committee have spent a great deal of time on this budget in recent months. The Board is recommending an S & A Fee increase of 12 % rather than the 14% originally proposed by the S & A Fee Committee and the Associated Students. The committee will recommend approval of the fee increase in housing and dining, and approval of the FY2011 budget.
- 2011-2013 Budget Decision Package – This was a first read for the Board on the biennial decision packages which are due to Olympia in September. This will be discussed again in August and the Board will be asked to approve the package to be forwarded to OFM.
- Government Relations – David Buri updated the Board on the budget climate in Olympia, and discussed with the Board the potential climate for the biennium 2011-13.
- Entrance Briefing on Auxiliary Audits – the committee heard from the outside auditors from LeMaster and Daniels regarding the upcoming audits.

- Board Education – the Board heard a wonderful presentation from the campus police department, and discussed the Cleary Act. All the trustees were impressed with the campus police officers and their work here at the university.
- Information Technology – The Board is impressed with Gary Pratt’s work at the state level, and also with his leadership here on campus to improve technology and save money.

Student Affairs Committee, IV.B.5.

Trustee Mays, Acting Chair for the Student Affairs Committee meeting, began by introducing Vice President Stacey Morgan Foster. He expressed that it has been a pleasure to work with her during the committee meeting.

- Student Technology Disbursements and 2011 Budget – it is impressive to see the quality of the work the students and staff are doing in this area. The committee recommends that the Board approve the 2011 Student Technology Budget.
- S & A Fee – the proposed fee has been discussed several times in several committees. The Board expressed their concern about the increase in the fee, and even discussed the legal parameters. The Student Affairs Committee came up with a recommendation of a 12% increase rather than the 14% proposed by the S & A Fee Committees and Associated Students.
- Housing & Dining Rates – the committee recommends approval of the proposed rates.
- Strategic Enrollment Management – the committee discussed strategic enrollment planning and what this means to Eastern, its students, and retention of students.
- Athletics – the committee received an update on Athletics.
- Associated Students – the new ASEWU President, Justin Terry, is being patient while he is becoming familiar with and being oriented to the goals and work that was done last school year by the previous student council.
- Diversity – received a presentation regarding diversity initiatives within Student Affairs. The Board is delighted to see what the staff and students are accomplishing in this area.

Student Trustee, IV.B.6.

Vice Chair Ortega asked Student Trustee Fix to come forward. She announced that Student Trustee Fix is leaving Cheney to attend medical school at Pacific Northwest University of Health Sciences Osteopathic College. She expressed that the Board appreciates all the work Trustee Fix did for Eastern this past year. Trustee Fix has represented the students well and was a delight to have on the board.

Ms. Fix reported that Spring has been a very busy time with course finals, graduation events, award ceremonies, parents attending events, being the only student to hug the governor, her fiancé graduating with his Masters Degree in Computer Science, moving to Yakima, and preparing to begin medical school. She shared that she has enjoyed every minute at Eastern – she felt welcomed by faculty and staff from the beginning. Trustee Fix thanked everyone for her experience at EWU. She mentioned that she is encouraging her sister and friends to attend Eastern as well. Chair Kauffman wished Trustee Fix all the best in her future.

Organization Presidents' Reports, IV.C.

Faculty Organization, IV.C.1.

Dr. Doris Munson reported that the Faculty Organization has new officers for this next academic year, and she is pleased to be president and looks forward to working with the Board.

Classified Staff Union, IV.C.2.

Mr. Pendleton began by sharing that summer is approaching and the classified staff look forward to their annual picnic at Clear Lake.

Two of their union members are attending a valuable conference in Boston.

The union leadership plans to begin meeting about their contract during the summer.

Mr. Pendleton thanked everyone who contributes to making EWU a great place.

Associated Students, IV.C.3.

Mr. Justin Terry thanked everyone who has been a part of all the meetings recently. He thanked the trustees for their understanding and for taking an active role in the budget process. He appreciates their dedication and attention to what might be best for Eastern. Mr. Terry mentioned that he looks forward to working closely this coming year with Vice President Foster, ASEWU Finance Vice President Patrick Spanner, and all the other members of the student council.

Action Items, V.

Consent Action Items, V.A.

Minutes of the May 20, 2010 Regular Board of Trustees' Meeting, May 27, 2010 Special Board of Trustees' Meeting, and June 10, 2010 Special Board of Trustees' Meeting, V.A.1., V.A.2. and V.A.3.

Chair Kauffman announced that there are corrections prior to approval. The minutes of the May 20, 2010 regular meeting list Trustee McReynolds as in attendance, however, he had needed to leave campus prior to the open session meeting. The minutes of the June 10, 2010 special meeting list Trustee Zozaya-Geist as in attendance on the telephone, however, she had needed to end her telephone participation prior to the open session of the meeting.

***Motion 06-01-2010:** Motion by Trustee Ortega that the Board approve the corrected Minutes of the May 20, 2010 regular Board of Trustees' Meeting, the May 27, 2010 Special Board of Trustees meeting, and the corrected Minutes of the June 10, 2010 Special Board of Trustees' Meeting.*

Seconded by Trustee Zozaya-Geist.

Motion carried.

Discussion Action Items, V.B.

Board of Trustee Goals 2010-2011

Chair Kauffman announced that this item will be tabled until the August Board meeting.

EWU Policy 201-01, Policy Management (Revision), V.B.2.

Laurie Connelly explained that this is the second read of this policy with the Board. As stated previously, the changes to the policy are minimal. One of the main reasons for the revision is the change to make housekeeping changes easier, for example in the case of the college consolidation project. The revision also adds a provision regarding university guidelines, which will be helpful. This policy has been through the university web policy process and discussed at Board committees.

Motion 06-02-2010: Motion by Trustee McReynolds that the Board approve this revised version of EWU Policy 201-01, Policy Management.

Seconded by Trustee Ortega.

Motion carried.

EWU Policy 203-02, Copyright Infringement, V.B.3.

Laurie Connelly explained that this policy brings the university into compliance with the Higher Education Act in order to help combat copyright infringement.

Motion 06-03-2010: Motion by Trustee McReynolds that the Board approve EWU Policy 203-02, Copyright Infringement.

Seconded by Trustee Mays.

Motion carried.

Student Technology FY2010 Disbursements & FY2011 Spending Plan, V.B.4.

Matt Brown, EWU Technology Consultant, and Justin Terry, ASEWU President, reported that a presentation was made regarding this topic to the Trustees in the Board Student Affairs Committee meeting. They stated that they are asking the Board to approve the FY2011 Spending Plan for the Student Technology funds. Detailed information is included in the board materials.

Trustee Mays reported that the Student Affairs Committee recommends approval of the FY2011 Student Technology Fee Spending Plan.

Mr. Brown also mentioned that they are all very excited about one of the projects – virtual classrooms (through a partnership with the Office of Information Technology). The Student Technology Fee funds are truly helping Eastern provide valuable technology resources to its students.

Motion 06-04-2010: Motion by Trustee Mays that the Board approve the Student Technology Fee FY2011 Spending Plan as presented in the Board materials.

Seconded by Trustee Ortega.

Motion carried.

FY2011 Supplemental Operating and Capital Budgets, V.B.5.

Trustee McReynolds made four separate motions regarding the FY2011 Supplemental Operating and Capital Budgets.

Motion 06-05-2010: Motion by Trustee McReynolds that the Board approve the Service & Activity Fee increase at 12%.

Seconded by Trustee Mikkelsen.

Discussion: The 12% increase being approved is different from the proposal brought to the Board in the materials.

Motion Carried.

Motion 06-06-2010: Motion by Trustee McReynolds that the Board approve the Housing rate increase at 3.5% and the Dining rate increase at 4.5%.

Seconded by Trustee Mays.

Motion Carried.

Motion 06-07-2010: Motion by Trustee McReynolds that the Board approve the FY2011 Operating Budget of 207.7 million dollars.

Seconded by Trustee Zozaya-Geist.

Discussion: The total amount approved is an adjusted amount, different from the amount shown in the Board materials due to the S & A Fee increase being approved at a lower rate than proposed in earlier materials.

Motion Carried.

Motion 06-08-2010: Motion by Trustee McReynolds that the Board approve the 2011 Capital Budget of 49.7 million dollars.

Seconded by Trustee Tanaka.

Motion Carried.

Toni Habegger, Chief Financial Officer, thanked the Board for their thorough discussion of and involvement in this budget.

Chair Kauffman stated that when this budget process was first started, trustees wondered and worried about how deep the budget cuts would need to be. She said the Board needs to compliment President Arévalo and the university staff for getting out in front of this budget situation to prevent the severity of the cuts that could have been required. Eastern's staff took a much more realistic approach to the economic situation, and the Board thanks Dr. Arévalo for that.

Patterson Hall Contract Award – EWU Project #AE0614, V.B.6.

The details regarding this contract award were presented at the Business & Finance Committee meeting this morning. The contractor being recommended is Leone & Keeble, whose total base bid for Phase 1 is for \$14,314,200. The university has done due diligence on the project. Leone & Keeble are currently working on the asbestos removal of Patterson Hall.

Trustee McReynolds stated that the Business & Finance Committee supports the staff's recommendation to award this contract.

Phase 1 begins in September 2010 and is scheduled to be completed in June 2012.

Phase 2 is scheduled to award in May 2012 for substantial completion in April 2014.

Motion 06-09-2010: Motion by Trustee McReynolds that the Board approve EWU Project #AE0614 contract award to Leone & Keeble for \$14,314,200.

Seconded by Trustee Mikkelsen.

Motion carried.

Personnel Actions - Tenure, V.B.7.

Motion 06-10-2010: Motion by Trustee Mays that the Board approve the Personnel Actions as listed in the Board materials.

Seconded by Trustee Ortega.

Abstained by Trustee Fix

Motion carried.

Annual Review and Approval of EWU President's Contract, V.B.8.

The Board has reviewed and assessed the president's performance. In March 2010 the Board extended the President's contract and so it is currently extended to where it should be.

The Board continues to support President Arévalo and his wise counsel regarding the fiscal challenges and the Board looks forward to his continued leadership of Eastern Washington University.

Motion 06-11-2010: Motion by Trustee McReynolds that the Board reaffirm President Arévalo's contract through 2015.

Seconded by Trustee Mays.

Abstained by Trustee Fix

Motion carried.

Adjournment, VII.

Chair Kauffman adjourned the regular Board of Trustees meeting at 3:28 p.m.

Chair Kauffman wished Ms. Whitney Fix all the best in her future and she wished everyone a wonderful summer.

Jo Ann Kauffman, Chair

Rodolfo Arévalo, Secretary