

11-19-2010

Board of Trustees Minutes, November 19, 2010

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

November 19, 2010

Committee of the Whole ~ 1:30 p.m. (TAW 215 B&C)
Open Public Session ~ 2:15 p.m. (TAW 215 B&C)
Executive Session ~ 1:00 p.m. (TAW 215 A)

MINUTES

Trustees Present:

Bertha Ortega, Chair
Neil McReynolds, Vice Chair
Mark Mays
Kris Mikkelsen
Paul Tanaka
Ines Zozaya-Geist
Amanda Zeller

Call to Order, I.

Chair Ortega called the November 19, 2010 regular meeting of the Eastern Washington University Board of Trustees to order at 1:02 p.m.

Chair Ortega 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 30 minutes, that no final action would be taken during the 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. Trustee Kauffman was unable to attend due to a family emergency.

Executive Session, III.

Chair Ortega stated that executive session was held for purposes authorized in RCW 42.30.110 and/or 42.30.140 as previously scheduled. She stated that executive session ended at 1:35 p.m. and that no action was taken during executive session.

Chair Ortega called the Committee of the Whole session to order at 1:41 p.m.

Committee of the Whole

Board of Trustees Budget Reduction Principles

Vice President Voves explained that as the university moves forward in budget planning, the Board of Trustees wanted to protect the students' interests, and therefore have added an additional principle to the Board of Trustees Budget Reduction Principles as follows: "8. Strengthen Eastern's commitment to student access and affordability."

The Board plans to take action on the revised Board Budget Reduction Principles later in this meeting.

Quarters or Semesters Task Force Report

Chief Information Officer Pratt presented the Board with the task force report and detailed information information collected by the task force on quarter and semester systems. One of the primary categories President Arévalo asked the task force to look at was that of student success. President Arévalo explained that he believes a semester system would allow Eastern's student population of first generation students more time to become engaged and/or time to work on days they don't have class.

He had asked the committee to find data regarding whether graduation rates are higher with one system or the other, but they could not find hard data on this question.

It was pointed out that Washington is a state in which most state higher education institutions operate on the quarter system, while most other states operate on the semester system.

Discussion occurred regarding the importance of community college transfer students to Eastern's enrollment. Dr. Arévalo mentioned that he has had preliminary discussions with the new Spokane Community College Chancellor, and she indicated her interest in looking into changing to semesters. Trustee Mays asked whether Eastern's students and faculty are in support of this change.

It was reported that the EWU Faculty Senate has had lengthy discussions on this topic and their position is that they would not support this change at this time given the budget and staffing situation. Faculty Senate expressed the desire to be at 2008-2009 funding level before considering this change. President Arévalo mentioned that he understands there will be an up-front cost to this conversion, and he is not asking that it begin right away. He proposes to spend eighteen months gathering more information about how much the conversion will cost the university and preparing a plan for the conversion.

President Arévalo plans to bring the quarters to semesters topic back to the Academic Affairs Committee in January, at which time he will make a recommendation to the Board.

Reconvene Open Board of Trustees Meeting

Chair Ortega reconvened the open session of the November 19, 2010 regular meeting of the Eastern Washington University Board of Trustees at 2:30 p.m.

Chair Ortega welcomed Amanda Zeller to the Board. Ms. Zeller is Eastern's new Student Trustee. Ms. Zeller is a senior at EWU, majoring in government and pre-law. Upon graduation, she hopes to be accepted into Eastern's public administration graduate program. Her career goals include working for a non-profit organization or working in university administration or in the legal field.

Reports, IV.

University President's Report, IV.A.

President Arévalo referred the trustees to his written report, as it contains a great deal of information. He highlighted the following:

- He met with the presidents of Walla Walla Community College and Big Bend Community College regarding possible joint efforts as well as stronger 2+2 programs;
- He met with the Walla Walla Port Authority to discuss the success they have had as a result of a Community Indicators Project, by which Eastern assisted them with strategic planning;
- Visited the Seamar Community Health Center in Seattle with Dean Case to discuss the development of student internships as well as possible involvement with their project to train Spanish speaking nurses, in cooperation with the Autonomous University of Mexico City.
- He met with Senator Cantwell while she was on Eastern's campus last week. She seems impressed with EWU's Community Indicators project which has been launched in seven communities around Washington. She also expressed support for Patterson Hall.

Trustees' Reports, IV.B.

Board Chair Report, IV.B.1.

Chair Ortega shared that she is looking forward to working closely with President Arévalo, Vice Chair McReynolds, and everyone involved with the university. She complimented the great job Past Chair Kauffman did as Board Chair.

Academic Affairs Committee, IV.B.2.

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

- Dean Vicki Shields has been elected President of the Council of the Colleges of Arts and Sciences. She is the first person from a regional university to be elected to this position. Trustee Mays congratulated Dean Shields on this honor.
- Academic Program Review – discussed the list of discontinued programs, the schedule of program review, as well as the internal and external accreditation requirements for programs.
- Time to Degree and Graduation Rate – received an informative report regarding the ways this is being addressed and moving forward.
- College Reorganization Update – due to the extra work of those involved, especially the deans of the colleges, this strategy has resulted in financial savings of \$442,000. Trustee Mays expressed appreciation for everyone's willingness to work so hard to accomplish this.
- Two Policies: Ethics in Research (discussed the draft policy), and Course Materials – there is great concern for how costly course materials are. Discussion occurred regarding what can be done and what should be done.
- Writing Assessment and Improvement of Writing Ability in the College of Business & Public Administration. The presentation showed how feedback and using feedback has been very successful in making improvements, without increased cost. An excellent presentation.
- Math Modules in Math 103 and 104 – This was also an excellent presentation showing the excellent ways Eastern is assisting its students with academic success.

Advancement Committee, IV.B.3.

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

- Government Relations – David Buri discussed the overall situation in Olympia as well as the current budget deficit for the state and proposed cuts to higher education.
- Vice President Westfall gave a comprehensive presentation on the capital campaign.
- Foundation Audit – audit reports were presented to the committee, and discussed.
- Athletics – Bill Chaves discussed the ways Eastern is leveraging athletics and athletic activities for the benefit of the entire university. Eastern's football team is highly rated among teams throughout the country, and this is very impressive.

Business and Finance Committee, IV.B.4.

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

- Charitable Gift Annuity Contract – discussed for action at this meeting.
- Several policies were approved to come forward to the board for approval today.
- Auxiliary Funds Independent Audit – Le Master and Daniels – Eastern received a clean bill of health on the auxiliary funds audits, which is a compliment to Toni Habegger, Kathy Sawtells, and other members of the staff. This builds credibility and confidence in the university. Trustees met in executive session with the auditors to hear any additional information they may want to share with the Board, and the auditors had only compliments.
- State auditors are just beginning their annual audit.
- Parking and Transportation – Discussed what has happened since the adoption of the 2003 master plan. Discussed the need to be environmentally sensitive as well as conscious of our neighbors, the City of Cheney.
- Housing Master Plan – Received a report from an outside consultant on the work she has done on debt capacity and other impacts on rates. Trustees raised additional questions and the consultant will send answers to questions and additional information to board members by November 30. A special B&F Committee meeting as well as a special board meeting will be scheduled during the first week of December to discuss this topic further.

Student Affairs Committee, IV.B.5.

Trustee Zozaya-Geist, Acting Chair for this meeting, reported on the topics discussed:

- Temporary Employment Policy – Second read. Laurie will present the policy for action today.
- Presentation on EWU program Helping Ourselves Means Education – Carol Vines explained about this valuable program that helps students with a variety of resources. Examples of ways they assist: financial scholarships for childcare expenses, The Giving Tree for the holidays.
- EWU Children's Center – EWU contracts with the YMCA to manage the center. 85% of utilization is by student parents. The cost is partially subsidized, but is still expensive for the students.
- Protest by Westboro Church – Discussed how proud everyone is of the students and the way they handled themselves, the protest, and the entire process. Trustees thank the administration, faculty, staff, and law enforcement for helping prepare the students to deal with this event. This was a successful opportunity to manage the outcome rather than the event managing us.
- Excellent presentation on SOAR, the electronic tool students use to track their progress toward degree completion.
- Athletics – Academic Progress Report. Don Ross presented excellent information.

- Cleary Report – Chief Walters explained the crime and campus security policies, and emphasized that the main concern at Eastern is always student safety.

Organization Presidents' Reports, IV.C.

Faculty Organization, IV.C.1.

Ms. Munson began by correcting something that was said earlier in this meeting regarding Quarters to Semesters - she stated that the EWU Faculty Senate did not vote for making a decision regarding Quarters to Semesters, they voted to suspend discussion of this topic until the budget situation improves. The overall message from the faculty on this topic is, "not now". The senate did have good discussion regarding how semesters might impact each department, but they are not in support of making a decision at this time.

The Faculty Values Committee is gearing up to do evaluations of administration. These are diagnostic regarding what the faculty believe the administration is doing well and what needs improvement. The Faculty Values Committee will meet with administration to decide which administrators to evaluate and which questions to ask. Once they have the results, the committee meets with the person's supervisor and then with the person who was evaluated.

Classified Staff Union, IV.C.2.

Mr. Pendleton began by thanking everyone who served today at the University Thanksgiving Dinner. He reported that recently a group of classified staff spent the day in Olympia working to maintain the health benefits for classified staff. They cannot afford a decrease in benefits or an increase in the cost. Mr. Pendleton shared that he chose not to run again for president of the union as he needs to focus more time at home. Elections for officer positions were held last evening, and most of the officers will continue for this next year. The newly elected president of the classified staff union, Rick Beghtol, was introduced.

Mr. Pendleton expressed that he has enjoyed working with the Board, and he thanked them for their commitment to this university and for listening to the voices of the classified staff.

Chair Ortega thanked Mr. Pendleton for his services to the university and she welcomed Mr. Beghtol.

Associated Students, IV.C.3.

Mr. Justin Terry, ASEWU President, began by congratulating Amanda Zeller for her appointment to the student trustee position. He remarked that it has been a pleasure to work with her in other areas at EWU, and he looks forward to this year as well. Mr. Terry also congratulated Trustee Ortega on her new position as Chair of the Board. Mr. Terry reported that the student government has a full council for the first time in a long time, now that they have finalized a new Graduate Affairs Council member. They are excited to have Brett Hensley join ASEWU, as his ideas and focus seem to align well with the goals of the council as well as Mr. Terry.

Mr. Terry reported that the first focus groups for PUB renovation were well received and the students brought a lot of insight and helpful input. The information gathered should help in giving the trustees the answers they are looking for. Trustee Mays asked if students were favorable to the idea of spending money on the PUB. Mr. Terry shared that the students were not necessarily averse to this. Students brought intelligent ideas and possibilities, such as using a theatre for speakers and other events rather, to make good use of the space when movies are not in session.

Action Items, V.

Addendum to Agenda

Chair Ortega announced that there is an addendum to the agenda for today's meeting. Two items will be added to the meeting agenda under Discussion Action Items: Charitable Gift Annuity Agreement, and, Hargreaves Hall Reading Room Naming.

Consent Action Items, V.A.

Minutes of the October 8, 2009 regular Board of Trustees' Meeting V.A.1.

***Motion 11-01-2010:** Motion by Trustee Zozaya-Geist that the Board approve the Minutes of the October 8, 2010 regular Board of Trustees' Meeting.
Seconded by Trustee Tanaka.
Motion carried.*

Charitable Gift Annuity Agreements, V.A.2. and V.B.9.

***Motion 11-02-2010:** Motion by Trustee McReynolds that the Board approve the two Charitable Gift Annuity Agreements discussed in the Business & Finance Committee meeting – agreements between Eastern Washington University and Seedorf's and Eastern Washington University and Powers's.
Seconded by Trustee Mikkelsen.
Motion carried.*

Discussion Action Items, V.B.

Hargreaves Hall Reading Room Naming, V.B.10.

Trustee Tanaka made the motion regarding this item.

***Motion 11-03-2010:** Motion by Trustee Tanaka that, in recognition for the outstanding philanthropic support of Dr. and Mrs. Walter Powers, the Board of Trustees Advancement Committee recommends and I motion that the Board of Trustees approve the naming of the Hargreaves Hall Reading Room to the Walter and Mertyl Powers Reading Room. This naming is contingent upon the completion of the Charitable Gift Annuity Agreement by Dr. and Mrs. Powers with Eastern and accordance with university policy.
Seconded by Trustee Mays.
Motion carried.*

Trustee Mays shared that he has known Dr. Powers for thirty-five years and have tremendous regard for him and will be delighted to be reminded of him when walking into the reading room.

Board of Trustees Budget Reduction Principles Update, V.B.1.

Motion 11-04-2010: *Motion by Trustee McReynolds, on behalf of the Business & Finance Committee, that the Board approve the updated Budget Reduction Principles to include the addition of an eighth statement, "Strengthen Eastern's commitment to student access and affordability."*
Seconded by Trustee Mikkelsen.
Motion carried.

Housing Timeline and Proposed Projects, V.B.2.

Chair Ortega announced that this topic will not be discussed for action today.

EWU Policy 403-02, Shared Leave (Revision), V.B.3.

Laurie Connelly reported that this revised policy has been read and discussed in committee twice. This revision includes two changes which bring the university into compliance with state law.

Motion 11-05-2010: *Motion by Trustee McReynolds, on behalf of the Business & Finance Committee, that the Board approve the EWU Policy 403-02, Shared Leave (Revision).*
Seconded by Trustee Zozaya-Geist.
Motion carried.

EWU Policy 406-01, Exempt Employment (Revision), V.B.4.

Laurie Connelly reported that this revised policy includes a minor revision that states that an exempt employee who reverts to faculty status there is a method of determining the salary which is the average salary of the top 10% of the assigned rank in the college. Previously it stated that the salary would be determined by the president.

Motion 11-06-2010: *Motion by Trustee McReynolds, on behalf of the Business & Finance Committee, that the Board approve EWU Policy 406-01, Exempt Employment (Revision).*
Seconded by Trustee Mikkelsen.
Motion carried.

EWU Policy 504-01, Temporary Employment, V.B.5.

Laurie Connelly explained that this policy combines both the student and non-student temporary employment policies into one policy. This is mostly a change in to consolidate as well as make the policy more clear and concise.

Motion 11-07-2010: *Motion by Trustee McReynolds, on behalf of the Business & Finance Committee, that the Board approve EWU Policy 504-01, Temporary Employment.*
Seconded by Trustee Zozaya-Geist.
Motion carried.

EWU Policy 603-06, Golf Carts and Utility Vehicles, V.B.6.

Ms. Connelly explained that when the university first began developing this policy it was fairly broad. Since that time there has been a state law change and a change to the City of Cheney's ordinances regarding golf carts. This policy deals with golf cart use on EWU campus property, and establishes

training requirements, requirements for what equipment the cart or vehicle must have, how they are to be used, and sets a standard regarding passengers.

Motion 11-08-2010: Motion by Trustee McReynolds that the Board approve EWU Policy 603-06, Golf Carts and Utility Vehicles.

Seconded by Trustee Mays.

Motion carried.

EWU Policy 901-01, Ethical Standards, V.B.7.

Laurie Connelly explained that this policy is the result of streamlining and organizing several policies into one. There is one section that deals with gifts and honoraria that at this point complies with current discussion by the executive ethics board, but if they change their position then the university will need to update the policy to comply.

Motion 11-09-2010: Motion by Trustee Mays that the Board approve EWU Policy 901-01, Ethical Standards.

Seconded by Trustee McReynolds.

Motion carried.

EWU Policy 402-01, Human Rights (Revision), V.B.8.

Laurie Connelly explained that this is an update of an existing policy. One of the revisions is a change/update in titles of those who have responsibility for enforcement of the policy. Another revision has to do with state law which changed; gender identity and expression was explicitly added to state law as a component of sexual orientation, so that has been added to the policy. In 2011 federal legislation on the use and acquiring of genetic information will go into effect, so the university may need to propose another revision of this policy in the future in order to comply with federal law.

Motion 11-10-2010: Motion by Trustee McReynolds that the Board approve EWU Policy 402-01, Human Rights (Revision).

Seconded by Trustee Mikkelsen.

Motion carried.

Reports, IV.

University Reports, IV.D.

2010 Year End Financial Review, IV.D.1.

Toni Habegger, Chief Financial Officer, presented the Board with the 2010 Year End Financial Review for the university. Ms. Habegger explained that since the Board is not scheduled to meet in December, this report is being presented in November in order to give the information to trustees as early as possible. Ms. Habegger stated that the university is currently in a stable fiscal position and continues to grow. Details of the report can be found in the board materials.

During the presentation, trustees asked questions and engaged in discussion regarding topics and information related to the report.

Chair Ortega thanked Ms. Habegger for this thorough and informative yearend review.

Adjournment, VII.

Chair Ortega adjourned the regular Board of Trustees meeting at 4:13 p.m.

Bertha Ortega, Chair
Board of Trustees

Rodolfo Arévalo, Secretary