

6-26-2008

Board of Trustees Minutes, June 26, 2008

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

June 26, 2008

Open Public Session ~ 2:00 p.m. (TAW 215 B&C)
Executive Session ~ 11:45 a.m. (TAW 215 A)

MINUTES

Trustees Present:

Paul Tanaka, Chair
Jo Ann Kauffman, Vice Chair
Gordon Budke
Neil McReynolds
Kris Mikkelsen
Bertha Ortega
Ines Zozaya-Geist

Call to Order, I.

Chair Tanaka called the June 26, 2008 regular meeting of the Eastern Washington University Board of Trustees to order at 11:50 a.m.

Chair Tanaka 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.

He announced that executive session would last approximately two hours, 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 the Open session of its regular meeting.

Chair Tanaka called the open session of the June 26, 2008 regular meeting of the Eastern Washington University Board of Trustees to order at 2:10 p.m.

Chair Tanaka announced an addendum to today's agenda - Gift Annuity Agreement - will be added under Discussion Action Items as V.B.6.

Provost Mason shared with the Board and the audience that President Arévalo is not present today due to illness. After not feeling well, President Arévalo underwent testing and he will probably undergo surgery. During Dr. Arévalo's recovery, the administrative team will continue to work together to ensure that the university continues to move forward. Dr. Arévalo will likely be back later in the summer.

Chair Tanaka shared that the trustees' thoughts are with Dr. Arévalo and Nadine.

Quorum, II.

A quorum was present, though Trustee Gallegos was absent due to illness.

Executive Session, III.

Chair Tanaka stated that executive session was held for purposes authorized in RCW 42.30.110 and/or 42.30.140 as previously scheduled. No action was taken during the executive session.

Reports, IV.

University President's Report, IV.A.

No oral report was presented, see written report by Dr. Arévalo.

Trustees' Reports, IV.B.

Student Trustee, IV.B.1.

No oral report was presented, as Ms. Gallegos was not in attendance due to illness. See written report.

Statewide Initiatives, IV.B.2.

No report was presented.

Presidents' Reports, IV.C.

Faculty Organization, IV.C.1.

No oral report was presented, as Dr. MacMullan was not in attendance (see written report by Dr. Kissling, outgoing president, in the board materials).

Classified Staff Union, IV.C.2.

No report was presented, as Ms. VanBemmel was not in attendance and no written report was provided.

Associated Students, IV.C.3.

Mr. Ryan Eucker, Executive Vice President of the Associated Students, addressed the board. He shared that Ms. Whitney Jones, ASEWU President, sends her best - as she is in Indiana this week. Spring quarter ended on a great note with numerous successful events and activities including the Student Research Symposium, Student Life Excellence Awards, and the opening of the new recreation center. This new facility is a fantastic addition to Eastern's campus as well as an excellent opportunity for the student body to have such great resources here on campus. As a focal point near the PUB and student housing, it will encourage students to stay on campus, participate more, and be involved. There were some initial concerns about the fees, however, the benefits of the center for students are far greater than the fee issue.

The new council began its leadership June 13. Several officers were re-elected, so the council has experience as well as new ideas and energy. The council recognizes the need to better inform students and encourage them to participate in the numerous events provided at Eastern.

Chair Tanaka thanked Mr. Eucker and expressed that the Board is looking forward to working with the student council this coming year.

University Initiatives Reports, IV.D.

University Budget Report, IV.D.1.

Vice President Mary Voves reported that the board has seen several presentations regarding this new budget process. One of the president's goals this past year was to create a new budget process for the university. The over arching goals for this process were that it be participatory and transparent. The resource allocation task force was chaired by Dr. Rex Fuller and was comprised of faculty, classified staff and administrative staff.

The charge was to develop a resource allocation model that would fully allocate budgets from the base and that it be transparent, flexible, accountable, responsive and systematic.

Unique features include: 1) each vice president will prepare a year-end performance report in linkage with the strategic plan and these outcome assessments will be available to the campus community for input, 2) this is a biennial process, rather than yearly. The two year cycle will be consistent with the external time frame of the Office of Financial Management as well, 3) the university budget committee provides oversight to the process and it will look at the performance aspect, linkage to the strategic plan, as well as the financial aspect, 4) important to note that participation points exist along the entire planning process, both at each budget division level as well as at the university level as a whole. Forums will be held to provide the opportunity for participation and input.

The board's role will be similar to its past role in the budget process. The information and updates will be presented to the board along the way, and the board will continue to approve the final budget at their June meeting.

Trustee Budke complemented Ms. Voves, Dr. Fuller, Dr. Arévalo and the task force for the process they have developed. It is transparent, includes justification, accountability, and is more flexible.

Trustee Kauffman offered her congratulations on the development of this new process. She expressed that it is a bold move to open up the process and make it participatory, and this will help everyone in the organization be better informed and more involved in all the decisions that need to be made to work up to a final budget. This is a great way to integrate strategic planning throughout the entire university, and will provide the opportunity for organizational change through responsiveness and flexibility.

Chair Tanaka thanked the task force members for their time and effort on this important project.

Vice President Voves shared that this task force has been the best she has participated in. All members came together with a common goal and they worked passionately toward the goals.

Provost Mason announced that after a national search, Dr. Lynn Briggs has agreed to serve as the Dean of the College of Arts and Letters. Chair Tanaka congratulated Dean Briggs.

Action Items, V.

Consent Action Items, V.A.

Minutes of the May 9, 2008 Board of Trustees' Meeting, V.A.1.

Motion 06-01-08: Motion by Trustee Budke that the Board approve the minutes of the May 9, 2008 regular meeting of the Eastern Washington University Board of Trustees.

Seconded by Trustee Ortega.

Motion carried.

Discussion Action Items, V.B.

FY2009 Operating Budget, V.B.1.

Vice President for Business & Finance, Mary Voves, began by reminding the Board that this is the last time a one year budget will be presented for approval - as a result of the new university biennial budgeting process.

The Board has reviewed this operating budget several times, and this is the final read. Highlights of the budget include: 1) recommendation of a 5% tuition rate increase, including service & activity fees, for resident undergraduate and resident graduate tuition only. All nonresident tuition rates would increase by the S & A Fee only. 2) the recreation center fee has been added and the health and wellness fee will be increased by the fiscal growth factor only. 3) housing and dining rates are being recommended to increase by 5%. EWU's room and board rates are lower than most other institutions in the state. 4) The Board had requested that fund balances be drawn down, and this has occurred. In terms of the recreation center, the revenue from student fees goes directly toward paying the debt service on the bonds.

Details of the FY09 budget are available on the handout.

Motion 06-02-08: Motion by Trustee Budke that the Board approve the operating budget of \$200,800,484, including a 5% resident tuition increase, for fiscal year ending June 30, 2009.

Seconded by Trustee Ortega.

Motion carried.

Trustee Budke thanked Vice President Voves for listening to the Board regarding spending down some of the fund balances. The Board of Trustees provides oversight and policy decisions regarding the university's operations. In order to run the university effectively some increases in fees and revenue are necessary due to continuing increases in costs of operations. The Board does not like to increase tuition or fees, however, sometimes finds it necessary to operate the university.

Supplemental local capital budget –

It is recommended that the Board approve the supplemental local capital budget of \$350,000 for FY09, which begins July 1, 2008 and ends June 30, 2009. Details are available in the materials.

Motion 06-03-08: Motion by Trustee Budke that the Board approve the supplemental local capital budget of \$350,000 for fiscal year ending June 30, 2009.

Seconded by Trustee Mikkelsen.

Motion carried.

2009-2011 Biennial University Budget Request, V.B.2.

This request will be submitted to Olympia in conjunction with the pilot performance agreement the legislature has recently mandated. Provost Mason and Vice President Voves are co-chairing a committee to develop EWU's performance agreement, a first draft of which has been written. The decision packages are related to basic campus issues such as faculty salary increases, campus safety, student retention and success, technology, library, and an alternate teacher education program. The Board has reviewed this budget request several times.

Motion 06-04-08: Motion by Trustee Mikkelsen that the Board approve the submittal of the 2009-2011 biennial operating budget requests.

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Seconded by Trustee Ortega.

Trustee Budke commented that the Board has discussed and reviewed this request several times. Motion carried.

Biennial Capital Budget, V.B.3.

Vice President for Business & Finance, Mary Voves, presented the biennial capital budget request (based on the ten year capital plan) to the Board for final approval. She explained that the budget process will change a great deal this year due to legislation that was passed. The Office of Financial Management will now rank the capital budgets, and Eastern is currently talking with them regarding the values used to rank the capital budgets.

Eastern's number one priority is Patterson Hall renovation; Eastern is asking for the authority to use local funds to purchase a building on the Riverpoint campus; the third priority is the science building, as its renovation is necessary to help ensure the success of EWU's students in the hard sciences and health sciences. For this reason, the science building has been moved ahead of Martin-Williamson. Eastern is also working with WSU to support a joint biomedical and health sciences building request, which will be in WSU's capital budget request.

The Board has discussed the capital budget numerous times over the last several months, and the details are included in the board materials.

Chair Tanaka asked if it would be helpful for the board to give formal support/approval for the joint biomedical and health sciences building with WSU. Vice President Voves responded that by approving this capital budget request, which includes the joint project, the board's approval will be evident.

Motion 06-05-08: *Motion by Trustee Budke that the Board approve the submittal of the 2009-2011 capital budget request.*

Seconded by Trustee Ortega.

Motion carried.

2009 University Tuition & Fees, V.B.4.

Associate Vice President and Chief Financial Officer Toni Habegger presented information regarding FY 2009 tuition and fees for the board's approval. Ms. Habegger explained that the board approved a new university fee approval policy last year which clarifies the tuition and fees that require board approval and those that require administrative approval.

The board is being asked to approve the following tuition and fees that are required by policy to be approved by the Board: 1) an increase in resident undergraduate and resident graduate tuition by 5%, 2) an increase in the Service & Activity Fee by 5%, 3) an increase in the Health & Wellness Fee by the fiscal growth factor of 5.57%, and 3) an increase in the Housing and Dining Fees by 5%.

There were also a small number of course fee increases that were approved administratively in accordance with the University Fee Approval Policy and that were presented to the Board at the Business & Finance Committee meeting.

Trustee Budke expressed appreciation to the administration for implementing the new policy and clarifying those fees that truly require board approval.

Motion 06-06-08: *Motion by Trustee Budke that the Board approve the recommended Fiscal Year ending June 30, 2009 Tuition and Fees as outlined in the board materials, which include; resident undergraduate and resident graduate tuition increase of 5%, student service and activity fee increase of 5%, health and wellness fee increase by the fiscal growth factor of 5.57 %, housing and dining fee*

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*increase by 5% over fiscal year 2008, as well as those course fee increases approved administratively in accordance with the University Fee Policy (approved by the Board in May 2007).
Seconded by Trustee Ortega.
It was clarified that although these fee increases were built into the proposed fiscal year 2009 budget, the tuition and fee increases require formal Board approval.
Motion Carried.*

EWU Policy 801-01 – Advisory Committee to Intercollegiate Athletics, V.B.5.

Ms. Laurie Connelly and Mr. Bill Chaves explained that Eastern has had an Athletic Policy Board for a number of years, and last year during the certification process the provisions regarding that board, its role and its membership were reviewed and changes were recommended. This revision brings the university better into compliance with the recommendations, and it has been reviewed by the committee itself and campus constituents through the policy process and is supported by constituents.

Motion 06-07-08: *Motion by Trustee Budke that the Board approve EWU Policy 801-01 “Advisory Committee on Intercollegiate Athletics”, as presented in the board materials.
Seconded by Trustee Ortega.
Motion Carried.*

Immediate Gift Annuity Agreement with Jay Weston Rea, V.B.6.

Vice President Westfall reported that Eastern has a donor who would like to contribute to the university through a gift annuity. The Board formally approved Eastern’s ability to offer charitable gift annuities in October 2007, and the Board is now being asked to authorize this first gift annuity agreement with Mr. Jay Weston.

Motion 06-08-08: *Motion by Trustee Budke that the Board approve the Immediate Gift Annuity Agreement with Jay Weston Rea.
Seconded by Trustee McReynolds.
Motion Carried.*

Chair Tanaka expressed the Board’s appreciation of Mr. Weston for this gift annuity. The Board would like to send a formal thank you to the donor. He also thanked Vice President Westfall for initiating this process and giving donors this option to contribute to Eastern.

Personnel Actions, VI.

Motion 06-09-08: *Motion by Trustee Budke that the Board approve the tenure personnel action as detailed in the board materials.
Seconded by Trustee Ortega.
Motion carried.*

Adjournment, VII.

Chair Tanaka adjourned the meeting at 3:08 p.m.

Paul Tanaka, Chair

Rodolfo Arévalo, Secretary