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Board of Trustees Minutes, June 28, 2004

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

June 28, 2004

Executive Session at 12:00 p.m.

Open Public Session at 1:00 p.m.

TAW 215

MINUTES

Trustees Present:

Gordon Budke, Chair

Jo Ann Kauffman

Neil McReynolds

Kris Mikkelsen

Bertha Ortega

Paul Tanaka

Ines Zozaya-Geist

Call to Order and Quorum, I. and II Chair Budke called the June 28, 2004 meeting to order at 12:30, and noted that a quorum was present.

Executive Session, III. Chair Budke announced that the Board would adjourn into executive session for purposes authorized in RCW 42.30.110(1)(g), to evaluate the qualifications on an applicant for public employment or to review the performance of a public employee, and (j) to plan or adopt the 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 anticipated that the Board would reconvene in open session at 1:15 p.m.

Reconvene

Chair Budke reconvened the Board into open session at 1:17 p.m., noting that the agenda was reordered in order to accommodate the schedules of the participants.

Reports, IV.

Presidents' Reports, IV.C.

Faculty Organization, IV.C.1.

Dr. Patricia Chantrill reported that Strategic Planning was the most significant thing accomplished this past year, so asked the Board's indulgence in moving straight into that presentation.

Action Items, V.

Discussion Action Items, V.B.

Academic Strategic Planning 2004, Report on the Learning Environment, V.B.1.

Provost Levin-Stankevich and Dr. Chantrill presented a PowerPoint presentation on the academic strategic plan. Dr. Chantrill was a workgroup leader, along with several others. They began with the Board's charge last year following receipt of the Strategic Plan committee's work. The university's strategic plan narrowed the focus on four specific areas, and at the Board and Cabinet retreats last year it was determined to concentrate on the academic strategic plan/learning environment first. The plan is not prescriptive, but rather a roadmap for moving forward. It has a Strategic Focus: in support of our mission to be a student-centered, regionally engaged community of scholars, EWU will be distinguished by our integrated and interdependent academic experience. The plan consists of three components: for students, faculty and the community. The report lays out broad directions for the university. 1) Implement Strategies: communicate the plan, identify budget priorities, begin implementation of key initiatives, and target general education. 2) Connect to the Capital Campaign—assure that the focus of our campaign is directly in line with the strategic goals of the university. 3) Expand ongoing strategic planning. They distributed a handout of the strategic planning moving forward model (attached to the official minutes). The hope of the strategic plan group is that the Board will adopt the report.

Chair Budke asked when the Board would hear from the planning group again. The Provost said timelines are being worked on and will be discussed at the Board Retreat tomorrow. The faculty Senate will meet in August, and one item is how to address general education. We know that will be at least a 1.5 year process. More specific key performance indicators will be identified by the Welcome Back Breakfast. Mr. Budke also asked if Mary Voves agreed with the budget information provided on page 18. Dr. Jordan said this work was done in light of the budget/resource allocation model that has been crafted over the past few years. Trustee Zozaya-Geist thanked everyone who worked on the document. The deployment plan and the next steps plan fits within the vision and where Eastern is going. The communications plan is very important.

***Motion 06-01-04:** "I move that the Board of Trustees accept the 2004 Strategic Plan as presented and the commitment to action. Trustee Budke moved a friendly amendment ..." and to authorize the division of Academic Affairs to take the necessary steps to begin implementation." So moved.*

Motion by Trustee Zozaya-Geist; seconded by Trustee Ortega.

Dr. Jordan noted the plan provides a long-term, fundamental paradigm shift of what this university is about. It will bring a long-term change in the nature of the university. He gave his compliments to the team. Trustee McReynolds complemented the team on a lot of good results and good work. He underscored the need for a timeline, and asked about the other pieces. Dr. Jordan responded that a component of the Cabinet retreat in August will be how we move forward with the growth and capacity piece.

The motion carried.

Chair Budke suggested we have this topic on the Board agenda as a standing item for future reports.

Reports (continued), IV.

University President's Report, IV.A.

Dr. Stephen Jordan presented his oral report with some good news items:

- Eastern has been selected by Consumer's Digest as one of the nation's top 50 best values for public colleges and universities in the United States--a real tribute to what's been going on in this university.
- He participated in a meeting on June 18 with the president and some administrators from Bellevue Community College (BCC) on several issues: 1) a proposal to develop a joint international student recruitment and co-admission MOU which will be signed today (and we will be signing a similar document soon with the Community Colleges of Spokane.) The goal is to enhance the breadth of our international enrollment and the numbers of international students; and 2) We agreed to continue discussion around specific planning for a potential university center to be located on or near BCC whereby we will partner with BCC to offer an array of four-year degree programs to their two-year students.
- Eastern's *Get Lit!* program is pleased to announce the headline speakers for next year: Robert Bly and Rita Dove will read their poetry at the Met on April 17, humorist David Sedaris on April 21, Bob Edwards (NPR) will speak in Showalter Auditorium on April 21, and on April 23 Salman Rushdie will return to the Met.
- The Higher Education Coordinating Board (HECB) gave conditional approval to our Electrical Engineering degree last month. The Provost and Dean have been working on each of the elements of the conditions laid out by the HECB. We will see a presentation today on our draft response to the Coordinating Board.
- Dr. Jordan reported on the academic performance of our athletes. One hundred fifty six student-athletes were on Big Sky teams over the course of this past year. Those with a 3.2 GPA who participated in at least half of the competitions—over half of our athletes—were selected for this honor.
- Dr. Jordan thanked everyone who participated in commencement, especially everyone on the commencement committee.

Trustees' Reports, IV.B.

Academic Affairs Committee, IV.B.1.

Trustee Ortega reported that strategic planning has taken a considerable amount of time for the committee, and that she had no formal report.

Advancement Committee, IV.B.2.

Trustee Mikkelsen was not in attendance, however Chair Budke commented that the committee met in Seattle with David Wu regarding the capital campaign. This was a very positive meeting, and the discussion will continue at the Board's retreat this week.

Business and Finance Committee, IV.B.3.

Mr. Tanaka reported on a discussion of the health and wellness fee this morning. The committee approved the president's recommendation to approve the fee contingent on the approval of the Student Affairs committee. The staff is compiling a set of draft policies for Board review around fees and process. The committee heard a presentation on the operating and capital budget, which will be presented to the full board later in this meeting. The committee also heard an Internal Auditor presentation about course fees, noting all of the course fees met the standards needed (with very few exceptions). There was discussion regarding arbitrage on some bonds issued in 1993, as well as an administrative systems RFP process update and discussion of some of the perils of proceeding with that.

Student Affairs Committee, IV.B.4.

Ms. Zozaya-Geist reported that the committee reviewed the health and wellness fee proposal. Research and trends show that there are more students coming to campus with alcohol and psychological problems. The committee did not take action, but asked for further information to be reviewed for possible board action at the September 17 meeting.

Neil McReynolds reported on the Joint Governing Boards. The mid-June meeting did not happen, but has been re-set for July 22. He met with the convener of the meeting, Karen Lane of the Evergreen State College, to review the latest thinking about what this group needs to do. They will be discussing the role of the joint governing board in providing leadership in the public policy arena, how to build a higher education constituency in the state, what kind of relationship the four-year schools should have with the community colleges, and educating board members on their role as board members of public institutions. They are also working on the plans for the annual gathering for next year.

Trustee Kauffman thanked Dr. Jordan for having the bricks sanded down. President Jordan said he and Bill Ponder met with students in the Native American program, and the students brought up the idea of creating some kind of monument/plaque to commemorate the prior mascot. They are also researching ways to provide funding, via the capital campaign, for scholarships for their program.

Chair Budke reported that he has received the NCAA strategic plan, as well as a report from the Washington Roundtable. He also received a letter from the American Electronics Association, the American Council, thanking the Board for working with institutional leadership to meet statewide needs with regard to the electrical engineering degree. At the last Board of Trustees meeting the trustees were invited to attend a late May faculty senate meeting, however it didn't fit most of our schedules. He attended the next one on June 1. It was a pleasant meeting with a frank and open discussion focused around the Board's action to cancel the UFE contract. He heard faculty input on the importance of the contract, and then challenged them to come up with some ways to have more interface between the Board and the faculty. It was a good first step, and he looks forward to continued interaction with them.

Presidents' Reports, IV.C.

Classified Staff Union, IV.C.2.

Mr. Michael Nelson reported that negotiations are continuing on the new contract, to be effective July 1, 2005. There is much work to be completed by then.

Associated Students, IV.C.3.

Mr. Travis Nichols was not in attendance.

Action Items (continued), V.

Consent Action Items, V.A.

Minutes of the May 21, 2004 Board of Trustees' Meeting, V.A.1.

***Motion 06-02-04:** "I move that the minutes of the May 21, 2004, Board of Trustees' meeting are approved as presented."*

Motion by Trustee Ortega; seconded by Trustee Zozaya-Geist. The motion carried.

Discussion Action Items, V.B.

Emergency Revision to Sexual Harassment Complaint Procedure, V.B.2.

Laurie Connelly explained that the university has had a sexual harassment policy and procedure in place since 1987 that has been modified several times. However a discrimination policy was adopted in 1996 which includes a complaint process for investigations that has been used since that time for any complaint investigations, including sexual harassment. The procedure includes the use of a committee, which has not been used as we prefer to use an investigation. We have been using that procedure, and so ask that this procedure be adopted for the complaint procedure only.

***Motion 06-03-04:** "I move that the Board of Trustees approve the emergency revision to the sexual harassment complaint procedure."*

Motion by Trustee McReynolds; seconded by Trustee Ortega. The motion carried.

Five-minute Break

Comprehensive Health and Wellness Fee, V.B.3.

This item was removed from the agenda.

Electrical Engineering Degree Information, V.B.4

Provost Levin-Stankevich introduced Mick Brzoska, chair of Engineering Technology and Multimedia Design. They explained the handout, and how Eastern is responding to the charges from the HECB: to update documentation of the need for the program, to lay out a hiring and cost structure that would reach an 18:1 or better student/faculty ratio; to create a program advisory

committee that would start before the program starts; to lay out details regarding the recruitment and retention of underrepresented students; draft financial plans for the program without relying on high-demand funding; and commit to seeking full accreditation from ABET on the graduation of the first class before requesting extension of the program to North Seattle or any other location. The program will begin in Fall 2005 on campus with junior-level students. The first graduating class in 2007 should see 20 graduates, and they will receive ABET accreditation (grandfathered in) when it is finalized the following year. Two new faculty members will be utilized the first year, with an additional faculty hired the second year. Five current faculty can assist with teaching some of the classes. A few students from North Seattle indicate an interest in coming to Eastern to complete their programs, but most will opt to stay at North Seattle to finish the program when we are able to offer it there (2008). We currently have a draft articulation agreement with them.

Motion 06-04-04: “*I move that the Board of Trustees endorse the university’s response to the Higher Education Coordinating Board’s request for further information around the electrical engineering degree.*”

Motion by Trustee McReynolds; seconded by Trustee Ortega. The motion carried.

FY 2005 Operating Budget, V.B.6.

Vice President Voves presented the PowerPoint overview of the operating budget (attached), noting that it was the same presentation as viewed at the last meeting except it includes a three percent salary increase for graduate teaching assistants, and we are now holding the Health & Wellness fee in abeyance until September.

Motion 06-05-04: “*I move that the Board of Trustees approve the budget with the modifications of including a three percent salary increase for graduate teaching assistants and not including the Health & Wellness fee.*”

Motion by Trustee Ortega; seconded by Trustee Kauffman. Trustee Tanaka asked about tuition increases and whether they mirror the other four-year institutions. President Jordan responded yes, except for the one year we did not choose to raise to the maximum. *The motion carried.*

2005-07 Capital Budget Items, V.B.5.

EWU Capital Budget, V.B.5.a.

Ms. Voves noted that for FY 2005 there were some changes that needed approval: an additional \$8 million was provided in the legislative session for completion of Senior Hall in one project rather than two; the bookstore remodeling; and the Housing & Dining and PUB capital projects. This resulted in a total budget of \$60,982,220.

Motion 06-06-04: “*I move that the Board of Trustees approve the capital budget as presented.*”

Motion by Trustee Ortega; seconded by Trustee McReynolds. The motion carried.

Consolidated Higher Education Capital List, V.B.5.b.

Ms. Voves noted this was the second read of the 2005-07 Biennial Capital Budget Priorities. We will get our first two, and maybe three items this session.

Motion 06-07-04: “*I move that the Board of Trustees approve the 2005-07 capital priority list.*”

Motion by Trustee Tanaka; seconded by Trustee McReynolds. Ms. Voves noted that all schools except EWU, because of the timing of our Board meeting, have approved the list

The motion carried.

Old Business/New Business, VI.

Personnel Actions, VII.

Motion 06-08-04: “*I move that the personnel actions be approved as presented.*”

Motion by Trustee Kauffman; seconded by Trustee McReynolds. The motion carried.

Executive Session, VIII.

Chair Budke announced that the Board would adjourn into executive session for purposes authorized in RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. No final action will be taken during this executive session. He noted the Board would reconvene in open session on Wednesday, June 30, at approximately 2:30 p.m. at Mukogawa-Ft. Wright Institute.

The meeting adjourned at 3:15 p.m.

Wednesday, June 30, 2004

At 12:15 p.m. Chair Budke announced that the Board of Trustees would convene in Executive Session according to RCW 42.30.110(1) (g) for the following purpose: To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The executive session should last from 11:45 a.m. to approximately 1:15 p.m.

The Board of Trustees reconvened in open session at 1:20 p.m.

Chair Budke noted that a quorum was present (Trustees Tanaka, McReynolds, Ortega, Budke, Zozaya-Geist, and Kauffman)

Motion 06-09-04: “*I move that the Board of Trustees extend the President’s contract for an additional year, to 2009, as outlined in Section IX of the contract, and that he also receive an additional year of deferred compensation on July 1, 2008, of \$5000 more than the previous year for a total of \$95,000. His agreement as amended takes his contract to June 30, 2009*”.

Motion by Trustee Ortega; seconded by Trustee Zozaya-Geist.

Dr. Jordan noted that in March 2001 he was awarded a performance incentive of \$50,000, on which he paid taxes on \$50,000 but deferred \$25,000 until the university was in a better financial situation.

This extends the President's contract through the full 5 years of the capital campaign.

The motion carried.

Laurie Connelly will follow up with Terry Kelly on the President's contractual agreements. Chair Budke will send a letter from the Board to the President, and the President will send a letter to Chair Budke regarding the vesting of these funds.

The meeting adjourned at 1:23 p.m.

Gordon Budke, Chair

Stephen M. Jordan, Secretary