

10-17-2003

Board of Trustees Minutes, October 17, 2003

Eastern Washington University

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**Eastern Washington University
Board of Trustees**

MINUTES

October 17, 2003

Trustees Present:

Mr. Gordon Budke, Chair

Dr. Mark Mays

Ms. Kris Mikkelsen

Ms. Bertha Ortega

Mr. Nicholas Peyton

Mr. Paul Tanaka

Ms. Ines Zozaya-Geist

Call to Order and Quorum, I. and II.

Chair Budke called the meeting to order at 10:10 a.m. He noted that a quorum was present, although Neil McReynolds was unable to attend due to a previous commitment. He then asked to rearrange the agenda to hear the Diversity Report first.

Reports, III.

Special Reports, III.D.

Diversity Initiative Report, III.D.2.

Trustee Zozaya-Geist reported that in January 2002 the Board of Trustees charged President Jordan and the University to lead the campus in dialogue and action in diversity. Forums were held, activities began to occur and new processes were started. These included establishing a diversity faculty fellow position, implementing a grant process to enhance diversity, and initiating a campus climate assessment. She noted she was pleased to hear President Jordan's Welcome Back Breakfast speech which included continued goals in this area this year. The development of a diversity policy should promote Eastern's image and should enhance the university's diversity as well as be a welcoming community for our students and faculty. The university needs to provide services that are attuned to our diverse student population, and we need to expand our curriculum with an increased understanding and appreciation of diversity individuals in our community.

On October 9 the diversity grant showcase and reception was held. The purpose of this activity was to kick off the new year in the grant process and showcase last year's grant activities. Ms. Zozaya-Geist praised the enthusiasm of the awardees for their projects and noted their desire to see this continue into the future. She then introduced Patty Chantrill, faculty fellow, who in turn recognized Julie Thayer's work on this project. Dr. Chantrill said the showcase event was very well attended and she received good feedback

from faculty and students, including their intent to apply for further grants. Vice President Ponder said he has been contacted by Spokane Falls Community College to talk to their district's equity council. They are beginning what we've begun and feel it is necessary to engage in this process. They want to have a dialogue with us about how we began. He noted that Gary Livingston was one of the first school district superintendents to create an equity office and is carrying this interest into his position with the community colleges.

Ms. Zozaya-Geist expressed her sincere appreciation for Dr. Chantrill's work as the first faculty fellow and presented her with a resolution from the Board for her outstanding service as the founding faculty fellow for the diversity initiative. She also thanked Julie Thayer for her professionalism and enthusiasm in working on the diversity initiative. To show the Board's appreciation for Julie's help as we go down this new road, Ms. Zozaya-Geist presented her with an Eagle paperweight.

***Motion 10-01-03:** "I move that the Board of Trustees approve the resolution for Dr. Patricia Chantrill."*

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

Vice President Ponder then gave an update on the campus climate assessment. He noted at the Board Retreat we discussed the broad issues, so if any trustees need any clarification, please don't hesitate to contact his office. The focus groups with faculty, staff and students are important. When assessing climate, we need to look at the campus as a whole—both the campus and the climate.

University President's Report, III.A.

President Jordan referred to the number of notable accomplishments by faculty and students in his written report, commenting that exciting things are occurring on campus. He also provided the following additional information:

- Homecoming last weekend was wonderful. This year we had two reunion groups, and more people are now attending these functions. Rob Tapper's jazz group played at the reunion dinner and did a magnificent job with only three rehearsals.
- Eastern will offer two new degree programs at Bellevue Community College, the BA in Technology and the BA in Interdisciplinary Studies, and others are being discussed. Dr. Jordan expressed appreciation for Neil McReynolds having opened the doors for this partnership. A proposal has been sent to the HECB on a BA in Electrical Engineering to be initiated at the North Campus of Seattle Community College next fall. Dr. Jordan attended a meeting of the Washington Technology Alliance in September and realized Eastern will be offering courses/degrees on nine community college campuses throughout the state. This is making an Eastern education available to place-bound students.
- The Goodwill Tours ended this week with a trip to the Portland/Vancouver area for the first time. It has been worthwhile to spend that time traveling throughout the state and meeting with legislators, editorial boards, and television and radio

- stations. This gives us the opportunity to get the word out about what's happening at EWU. Dr. Jordan thanked student trustee Nick Peyton for attending the Tri-City legislative reception, as well as Ms. Zozaya-Geist. Chair Budke attended the editorial board meeting in Richland during that trip.
- Greg Spatz and Jennifer Davis (Assistant Professors in Creative Writing) and Chris Howell (Professor of Creative Writing/English) are winners in the 2003 Artist Trust/Washington State Arts Commission Fellowship Awards. Each will receive an unrestricted cash award of \$6,000. The award recognizes “an artist’s creative excellence and accomplishment, professional achievement and continuing dedication to their artistic discipline.”
 - Dr. Jonathan Johnson, Assistant Professor of Creative Writing/Honors, recently had his book of literary nonfiction accepted by the University of Nebraska Press as part of its prestigious American Lives Series. The book is titled Hannah and The Mountain: Notes Toward a Wilderness Fatherhood.”
 - Art Professor Tom Askman and partner Lea Anne Lake installed eight large sculptures on the Ballard Bridge in the heart of Seattle this past summer. The work was commissioned by the City of Seattle and the Ballard community to commemorate the rich history of Ballard. Professor Askman is currently working on a commission through the Washington State Arts Commission at Clover Park Technical College in Tacoma. This project will be installed in a few months.
 - President Jordan addressed the issue of budget and staff reductions since 1992, as raised by staff at the last Board meeting. He noted his concern, but is more interested in looking at the perspective of staffing since he’s been here. The Human Resources office has put together a listing of the major classifications which really speaks to the changing nature of work. He distributed a handout of these comparisons of 1992 to 2003 and 1998 to 2003. He said it is important to also understand how the work environment changes over time with technological advances. October 2003 is a point in time, and will change somewhat as the budget reductions take place.
 - Dr. Jordan gave an update on search process at the Riverpoint campus. WSU is the fiscal agent, and we have argued that it would be beneficial if WSU would separate the positions of chief spokesman and physical manager of the campus. If that happens, we would be willing to help support. However, they are proceeding with a single position—Chancellor of WSU Spokane and Vice Provost for Health Sciences. There is no indication of any other university’s presence, and no inclusion on the search committee. Gordon Budke and Dr. Jordan spoke with President Rawlins and WSU Regent Bill Marler in Seattle last week, and Rawlins will allow a member of EWU to serve on the search committee. We have submitted a name for that position. The search committee will also consider amendments to the position description to include mention of the other universities.
 - Gordon Budke and Dr. Jordan, along with Lane Rawlins, Rom Markin, Chris Marr, and business members of Spokane, will travel to Denver and Indianapolis on November 4, 5 and 6 to see how their shared campuses work and how economic development has grown around the campus.

- Concern has been raised regarding the awarding of bonuses to administrators. *The Easterner* is requesting copies of materials and contracts of those individuals. President Jordan said it is important to remember that those bonuses are paid as part of a contract and are looked at as part of the total compensation considered. Goals and performance expectations are part of the contract. If we forego the bonuses, these employees who are doing exceptional work for Eastern will consider working elsewhere. We have increased salaries for approximately 145 faculty as part of the faculty equity compression and are working toward a mid-year raise. Trustee Mays said no one here is being overpaid; the Board is being very diligent in monitoring the financial aspects of the university, so people shouldn't be distracted by the word bonus. President Jordan noted those contracts are negotiated by the president with the administrators upon hiring; and if the Board wants input into that process, they will need to contact him.
- The new Washington State Crime Lab is enhancing our program and enhancing two state agencies. A member of the state patrol is teaching a class here this fall, and others plan to do so in the future. We're very pleased that they are making an investment in our students and programs.
- As a final note on Homecoming, the President's Bed Race Team brought home the corporate cup. Dr. Jordan likened this to winning the all-sports trophy in the NCAA.

Trustees' Reports, III.B.

Academic Affairs Committee, III.B.1.

Dr. Mays reported that block scheduling is moving forward. They are working on their commitment to bring a report to the Board in December regarding the policies and procedure manual; they heard a summer program discussion with recommendations on differential tuition rates and fees coming to the Board in December; they discussed quality and efficiency in the performance of our mission; and they discussed the most recent draft of the academic strategic plan.

Student Affairs Committee, III.B.2.

Ms. Zozaya-Geist Ines reported that this committee met in September, where they discussed the student health plan contract. The Rockwood Clinic contract has been finalized and signed, and it provides an outline of scheduled reports to be made to the university. Collaboration took place during these negotiations, and she thanked all who worked on the project. Misty Griffith (ASEWU) gave an update on the residence hall activity fee. In August of 2000, they proposed a \$10 fee be imposed for activities and recreation equipment purchase and maintenance. She explained the process of implementation, student satisfaction and results. Scott Barnes and Frank Nelson presented a review of the NCAA certification report, which covers three main areas: governance and institutional control, academic integrity and fiscal integrity. The report is due November 3, following review by President Jordan. EWU took first place in the Big Sky Presidents award for the highest GPA in all sports—we have a GPA of over 3.2 across all 300 athletes. Dr. Jordan interjected that the women's basketball team ranked third in the country for GPA.

Advancement Committee, III.B.3.

Mr. Budke reported that no meeting has been held since the last Board meeting; however our consultant, David Wu, will be here next week to meet with the campaign cabinet members and deans.

Business and Finance Committee, III.B.4.

Trustee Mikkelsen reported this committee had a very informative and productive meeting. They discussed a variety of issues: the supplemental budget request for Senior Hall, budget authority for junior-level transfer funding, and high demand enrollment funding. They also heard a presentation from Toni Habegger on the year-end financial report for 2003, which will go to the Board in December. They looked at declines in state funding, both in funds per student and the number of FTE being funded. They also discussed housing and dining issues and the new STA bus program. They saw the first quarter 2004 financial and capital reports, and Lisa Hjaltalin gave a report on the internal auditing plans for the university this year. They also saw the state auditor's office report for FY2002. Ms. Mikkelsen commented on the excellent job being done by Eastern's staff in the area of financial accounting. Having no audit adjustments for an institution of this size is unusual and highly commendable. The committee also heard a budget reduction process update and learned that it going better than expected.

Presidents' Reports, III.C.

Faculty Organization, III.C.1.

Tony Flinn reported that the Policies and Procedures manual work—streamlining, updating and clarifying—has been ongoing this summer. He said he is pleased with the progress on the academic strategic plan and is especially pleased with the collaboration with the Provost. He said he anticipates battles over guild issues (or turf wars) where departments are trying to keep as many FTE as possible because that's how the money used to be distributed. Regarding the Patriot Act, the President's Office and Faculty Organization are working on a joint message to send to the Governor. The faculty and staff union leadership met with President Jordan regarding the affirmative action position and the need for that position to operate independently (like the internal auditor). He mentioned the performance incentives for the senior administrators, pointing out the idea of sacrifice vs. award. He encouraged Dr. Jordan to address this issue at the Senate. Trustee Mays said the performance incentives not only reward positive things that are accomplished, but avoid negative things, such as administrators seeking employment elsewhere. Dr. Flinn asked if there are clear performance expectations in the contracts. Dr. Jordan replied yes, and he is open to discussing the general issues of accomplishments; however, he is reluctant to discuss specific individual evaluation information, just as he wouldn't discuss faculty evaluations.

Classified Staff Union, III.C.2.

Michael Nelson reported at the end of the month they will be nominating 6 of the 11 officers in the Local for elections in November. The Local is looking forward to beginning negotiations with the administration this January, and Eastern's employees

enjoy working with the new students on campus this quarter. The union has seen an increase of 50 percent in dues-paying members over the last eight months. They currently have 473 members and hope to see most of those as dues-paying members in the next year.

Associated Students, III.C.3.

Jason Clerget reported that the Council has concluded its training sessions. They created a bylaw that the current council members will mentor the new members using a 1-1 mirror image with faculty and administration. They are working with Cheney and Spokane communities to start a student savings card that local businesses sign on to and offer student discounts. STA ridership has increased 30 percent this fall, and the Eagle Card is being used for travel around Spokane, not just between Spokane and Cheney. Additional direct routes are being planned. A diversity project, Portraits in Handwriting, is under way. Regarding newspapers in the classroom, the New York Times will host a faculty luncheon on October 27 in the PUB MPR. There is a proposal, which has been submitted to Dr. Jordan and the Cheney City Council, to bring back the carillon bells. If approved, we would have to agree on the days, times and volume. There is a Clubs and Organizations participation proposal to use PDA's for event headcount to track pressure points and student interest. On October 18, the Associated Students are hosting the Washington Student Lobbyists here on campus. Eastern's goal this year is to strengthen our chapter and have a stronger voice in Olympia. Katie Moffitt gave an update on the S&A fees. She said last year's projection of student tuition was based on an increase of 9 percent and it ended up being 7 percent, which caused an additional \$78,000 difference in the ASEWU account (beyond last year's deficit). These funds have already been allocated out to various clubs and organizations, \$30,000 was taken out of the supplemental account, leaving \$48,000. However, our FTES were more than anticipated, so those additional dollars will help alleviate this deficit. Also, some clubs have not met the minimum requirements for receiving funds from the ASEWU, so those funds have been frozen until final determination has been made and might then be put toward the deficit. Ms. Moffitt is confident they will be able to backfill this hole. She will come back, hopefully at the next meeting with a longer-term plan for the S&A dollars.

11:25—5 minute break

Reconvene at 11:30

Special Reports, III.D.

Response to the Gallatin Report, III.D.1.

Jeff Gombosky explained the format for the response, noting the top priority recommendations were presented first and then secondary recommendations. The two overarching strategies are: 1) to have an increased presence in Olympia, so we're opening an office in Olympia for EWU's increased presence. Higher education has been operating in more of a silo rather than reaching out (now Eastern has begun reaching out). He said the Governor's Office has reconvened the Competitiveness Council, and the Washington Technology Alliance is interested in what the state is doing in higher

education. 2) Outreach to stakeholders, internal to or external to the university. We need to reach out to students, faculty and alumni to advance policy. He said the rest of the recommendations concern tactics to achieve these recommendations. Trustee McReynolds is interested in working with the League of Education Voters in their ongoing effort to try to see some source of stable, predictable funding for higher education. Trustee Tanaka asked about potential in partnering with Central and Western on legislative issues. Mr. Gombosky replied we share a common mission, but geographically there are some different purposes. There is some interest in increased partnerships, but nothing on the table at this point. Mr. Tanaka asked about touring the state with other regional presidents, and Mr. Gombosky said it was a good idea worth considering and exploring. He said the Goodwill Tour went very well, and he will try to build off of that in Olympia this year. Dr. Jordan said there will be opportunity for that to occur, but it should be all three sectors together to be more effective. Trustee Mays said it is hard to get people together on these things, i.e., his work on the governing board. K-12 has become P-20—and at least we're talking. Trustee Mikkelsen noted the increasingly political process higher education funding is becoming, and said she is pleased that Jeff is on board to represent EWU in Olympia.

Action Items, IV.

Consent Action Items, IV.A

Minutes of the August 22, 2003 Board of Trustees' Meeting, IV.A.1.

Motion 10-02-03: "I move that the minutes of the August 22, 2003 Board of Trustees' Meeting be approved as presented."

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

Supplemental Capital Budget Request for Senior Hall, IV.A.2.

By moving this project from a two-biennium appropriation to one, Trustee Mikkelsen explained it would result in monetary savings, minimize the disruption of staff relocation, and allow the exterior work to be completed all at once.

Motion 10-03-03: The Business & Finance Committee moves acceptance of the supplemental capital budget request for Senior Hall. The motion carried.

Fiscal Year 2004 Budget Authority Request, IV.A.3.

Trustee Mikkelsen explained that requests for expenditure authority for the junior-level transfer funding and the HECB high demand enrollment funding were not included in the original budget.

Motion 10-04-03: The Business and Finance committee recommends that the junior-level transfers, for whom we requested funding of 150 students and received funding for 101, be treated as one-time funding and be managed through the Provost's office. The committee also recommends that the HECB high demand enrollment funding for Physical Therapy and Engineering Sciences be approved. The motion carried.

Old Business/New Business, V.

Board of Trustees Proposed Meeting Schedule for 2004, V.1.

Chair Budke distributed his proposed committee assignments for 2003-04, noting that the committee chairs have been contacted and he has assigned the members. He said the Committee of the Whole has been very helpful for discussing specific items and seems to be an effective way to get some of the Board's work accomplished without repeat presentations at committee meetings. These meetings will continue to be interspersed with the BOT meetings. Regarding the committee meetings, the vice presidents need to go to their respective committee chairs with a work plan for the year and set up meetings when appropriate. President Jordan said he has looked at the other Washington universities' meeting patterns. The administration felt we were constantly struggling to get ready for the next meeting, so would like to reduce the number of meetings and only schedule them around specific needs. We had already tentatively set a meeting date of January 23 for trustee McReynolds (he is traveling out of the country for a month), so we will need to move the February 6 date. Trustee Tanaka said it is important to have quality meetings. The Board should give the CEO policy direction and the administration should bring issues to the Board meetings in a policy structure and then get out of the way so the administration can proceed. Trustee Mikkelsen was very supportive of fewer meetings as long as they are quality and deal with policy-level issues and not everyday details. We need to maximize the value the trustees bring and minimize the time put in by staff. She emphasized it is important to pick a schedule and stick with it. Trustee Mays agreed that it is important to make the time more meaningful. The Board chair should keep the rest of the trustees current with communication. Dr. Jordan said there are policy issues and also statute requirements. He asked the Board to let the administration know how to make the reports better so we can spend more time on the policy questions. Chair Budke asked the committee chairs to spend time between now and the December 5 meeting to determine the issues and timing of their respective committee meetings next year and how to focus on policy and not just process.

Executive Session, VI.

Chair Budke announced that the Board would recess into Executive Session, according to RCW 42.30.110, for the purposes of evaluating the qualifications of an applicant for public employment or to review the performance of a public employee, and to discuss with legal counsel representing the agency matters relating to agency enforcement

actions, litigation or potential. He anticipated the session to last approximately 90 minutes.

Reconvene

Chair Budke reconvened the meeting into open session at 1:20 p.m.

Personnel Actions, VII.

Motion 10-05-03: "I move that the Board approve the personnel actions as presented."

Motion by Trustee Mikkelsen; seconded by Trustee Zozaya-Geist. Motion carried.

Adjournment, VIII.

The meeting adjourned at 1:25 p.m.

Gordon Budke, Chair

Stephen M. Jordan, Secretary