

9-28-2001

Board of Trustees Minutes, September 28, 2001

Eastern Washington University

Follow this and additional works at: http://dc.ewu.edu/trustees_minutes

Recommended Citation

Board of Trustees Minutes, September 28, 2001 . Board of Trustees Records, University Archives & Special Collections, Eastern Washington University, Cheney, WA. http://dc.ewu.edu/trustees_minutes.

This Article is brought to you for free and open access by the Board of Trustees Records at EWU Digital Commons. It has been accepted for inclusion in Board of Trustees Minutes by an authorized administrator of EWU Digital Commons. For more information, please contact jotto@ewu.edu.

EASTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
September 28, 2001
Executive Session at 12:00 p.m.
Open Public Meeting at 1:15 p.m.
Pence Union Building Room 263-7
Cheney Campus

MINUTES

Trustees Present:

Gordon Budke
Neil McReynolds
Mark Mays (vice chair)
Kris Mikkelsen
Michael Ormsby (chair)
Cynthia Shiota (via telephone)
Jenna Williams
Ines Zozaya-Geist

Call to Order and Quorum, I. and II.

Mr. Ormsby called the meeting of the Eastern Washington University Board of Trustees to order at 12:10 p.m. He noted that a quorum was present and that Trustee Shiota would participate in both the executive session and the open session via telephone.

Executive Session, III.

Chair Ormsby announced that the Board would adjourn into executive session for purposes authorized in RCW 42.30.110: to discuss personnel matters, to discuss the evaluation of a public employee, and to discuss the evaluation process to be used for public employees. He estimated that the open session would begin at 1:15 p.m.

The meeting reconvened at 1:25 p.m. with a quorum present.

Reports, IV.

Trustees' Reports, IV.A.

Trustee Budke reported from the Business and Finance Committee, which met Thursday evening. They heard a presentation from Toni Habegger on the FY2001 year end financial statement. Mary Voves went through the supplemental budget request, which will be presented to the Board later in the meeting. The committee focused and worked on their workplan—laying it out for the next 12 months. They heard updates from the Resource Allocation Task Force and the University Relations area, and began discussion on having a Business and Finance orientation on campus similar to that held by the Student Affairs committee in July. Mr. Budke said the key thing that came out of last night's meeting was that the underlying theme of the committee next year will be to focus on tuition. An AGB publication on tuition setting has been distributed to all trustees. This committee can be helpful to Business and Finance, and staff and the president if we have a better understanding of the internal workings of the university and the impact that tuition adjustments have on the total university community. With some of the potential

financial crises in the state, tuition will be a major issue and the funding of higher education will be an issue.

Trustee Mays reported from the Academic Affairs committee. They heard an overview of cross-divisional student support activities and discussed the ways in which Eastern does that, and things that still need to be done. They also discussed the scheduling of classes, facilities, wait lists and the GECRs—how to respond to problems and how to optimally use our resources as our enrollment increases, keeping in mind that we need to fulfill our mission of being a student-focused institution. They heard a presentation about the joint program with WSU in school psychology, at the master's level (the only one east of Ellensburg).

Trustee McReynolds reported that the Student Affairs committee discussed the role and responsibilities of the committee, e.g. putting more emphasis on committee work and working with the administration in a supportive way. They hope to finalize this effort next month, and it will serve as the basis on which they develop their annual work plan. They have been reviewing the standards and practices of all the functional areas of student affairs, and today focused on the Office of Student Rights and Responsibilities and the Office of Judicial Affairs. They heard a report from Khalil Islam on the progress being made in addressing the recommendations that came out of the self-assessment last spring, and the committee is pleased with the progress being made in this area. They also finalized the Student Health Services contract recommendation (which is coming forward to the Board later in the meeting), and heard reports on the fall enrollment status and the campus response to terrorism (the special efforts being made in communicating information to the campus). Finally, they heard from Scott Barnes regarding the implementation of the strategic plan in Athletics.

Trustee Williams reported on the new student information fair in the central mall today—noting that the Diversity Commission is handing out a poster and leaflet. She is proud that President Jordan and the administration are concerned with making all students comfortable in their classes.

Chair Ormsby announced several agenda item changes: Consent Action Item #2, Approval of Property Acquisition, will be withdrawn. A Discussion Action Item 4. will be added: The Student Health Services contract, presented by Brian Levin-Stankevich.

Presidents' Reports, IV.B.

Faculty Organization, IV.B.1.

Dr. Nick Jackson announced a series of talks and lunches for faculty and the campus community. The first is this coming Wednesday in PUB 263-5-7 on the topic of communication and the potential of conflict in the classroom "Civility and Communication in the Classroom". A panel of faculty, students, and Chief Tom McGill will discuss issues related to this topic. A series of these talks will be implemented through the Teaching and Learning Center this year. He also reported that the letter to faculty regarding faculty activity plans is in the final stages, and will be signed and distributed next week. Language in the letter extends the deadline until Nov. 1 for submittal of the plans to the Deans. In October the Rules Committee and Senate will be discussing: President Jordan's report concerning the Division of Educational Outreach; the Instructional Technology master plan; articulating procedures for program discontinuance; representation in the Faculty Organization (several groups are not currently represented); funding a faculty representative to the state legislature; and will be hearing task force updates from Vice Presidents Voves and Levin-Stankevich. Dr. Mays asked Dr. Jackson to please keep the Board apprised of any changes in the five priorities he outlined at the June meeting.

Associated Students, IV.B.2.

"Eastern Washington University strives to satisfy all requests for special access needs for persons with disabilities. Requests for such accommodation are welcome and may be made by calling the President's Office, (509) 359-6598."

Ms. Christian Shook reported that the ASEWU has been working on a continuation of the projects they started last June: setting up legal advising and the empowerment center, both of which are being housed in the Center for Student Rights and Responsibilities in Showalter Hall. They have finalized their negotiations with Gonzaga for legal advising, will vote on this issue at council next week, and will bring it to the October Board meeting. They have set up legal advising for students in Cheney and Spokane, plus clinics for students throughout the school year to deal with issues that are pertinent to first- and second-year life on campus. They plan to go to all the colleges, schools and departments to gather all of the academic policies—so when students have a question they will have a resource center to go to for this information. The Associated Students just completed their annual leadership class, which included a session on cultural and diversity issues. This program will be taken out to all areas of student government, and will be required by any group requesting funding in next year's budget request. They are working on the K-12 mentoring program. Orientation was held this past weekend, "WYSIWYG" began last week with a mentalist performing for about 1,000 students, and the first council meeting will be held next week and committees will be set up.

University, IV.B.3.

President Stephen Jordan reported that we are off to a great new year, and there is a sense of community and spirit on campus. The Welcome Back breakfast was held last Friday, and he thanked the trustees who were able to attend and noted the good job done by the speakers.

- Fall classes began on Wednesday, and we were at 8908 headcount this morning with 8,810 FTE students. That does not include a series of cohorts that were included in our counts last year but were moved off of the state budget and into self-support this year, so we really do have close to 9,000 students participating in the university. The freshman class is over 1200 students; four years ago we had about 650. When you double the size of the freshman class and begin moving it through the sophomore, junior and senior levels you get a huge multiplier effect. Much of our growth is a function of having done that. The most important indicator is the FTE credit hours per headcount being taken by students. We have gone from 13.75 credit hours per headcount four years ago to 14.28 this quarter.
- He handed out a brochure put together by all the colleges and universities in the Spokane area, noting that it was a cooperative effort among Eastern, Gonzaga, WSU-Spokane, Whitworth and the Community Colleges of Spokane, along with the Spokane Area Chamber of Commerce. It is a way to demonstrate how our collective universities, each with their own missions and strengths, really do bring to bear the capacity and versatility of a major research university, but we do it by providing a lot more diversity than would otherwise be possible. The brochure does a great job of balancing the contributions of all the institutions to this area and its economic development, and he acknowledged the efforts of Stefanie Pettit for her writing and Eric Galey for his design.
- Dr. Jordan thanked Nick Jackson and Marvin Smith, Provost Dual, Christian Shook, Jenna Williams and others who have stepped up since the events of September 11 to help assure that we have a safe campus--a campus that is really committed to the values that we hold so dearly, that we respect the rights of students, and that we are committed to fostering open debate and the freedom of assembly. He said the panel discussion next Wednesday and the brown bag lunches are a terrific idea, and he is appreciative of the way this community has come together to deal with this issue on behalf of our students--it has been a great effort.
- He received a letter from Dr. Tana Hasart, President of Clark College, thanking us for the program we have been developing, the BS in Technology program, at Vancouver. They have more than 125 students on a list for the program, waiting for final approval. The program could be implemented

Winter quarter if all the approvals go through. This is a great example of our faculty reaching out and working cooperatively with the community college faculty, in an area in which we have unique expertise. We are taking our expertise and moving it to a community that has a specific need for that program.

- This year's President's Cabinet Retreat was an exceptional event. Every person there stepped up in a leadership role. He distributed a handout of those items key to an infrastructure for 9,000 students, and commented on a few of them:
 1. Diversity should build off the CAP proposal from last year.
 2. We need to move to an active learning environment by piloting courses in the short term.
 3. Connectivity between the downtown center and the Riverpoint campus to the rest of the university community is important.
 4. The relationship between Alumni and Development and the role that plays.
 5. The definition of excellence: our accountability plans are in place and measurable—if successfully implemented, we would be excellent.

Nick Jackson noted that the planning committee has narrowed the list down to three initiatives—excellence contains several of the infrastructure sub-components. The newest list will be presented to Cabinet on Monday for further discussion. Christian Shook noted that in the area of organizational structure—moving to a “can do” attitude has really stepped up on campus since the national events.

- The ice cream social was recently held for new freshmen and parents again. We served 230 students and parents three years ago, 360 two years ago, and over 900 this last Sunday! He gave his complements to the orientation staff for doing such a great job.
- President Jordan has been nominated and elected to the Washington Campus Compact executive board. This group works specifically around the issues of service learning.
- He reminded everyone that on October 18, President Lech Walesa will be the first guest in our Presidential Speakers Series. His talk is a free, open to the public lecture at the Pavilion at 2:00 p.m. A brown bag will be held the week before to discuss the events that led to solidarity. He encouraged participation and invited all the trustees to attend this event. The poster advertising this event was designed by Judy McMillan—great job!
- Eastern's Creative Writing Program is now called the Inland Northwest Center for Writers. Two of our Master in Fine Arts students have been named 2001 Intro Award Winners in a national competition for creative writing students: Betsy Wharton in creative non-fiction and Elizabeth McLagan in poetry. We are very proud of these students.

Foundation Report, IV.C.

- Mr. Phil Akers reported on the Foundation's activities in response to the September 11 terrorist activities. He had visited many alumni on the East Coast the week before the attacks, so he wanted to reach out to our alumni in that area to make sure they were safe and to offer support. Last week people on the Foundation staff called all of our alumni in the Northeastern states. They had very good conversations with the alumni, and fortunately none of them were directly impacted by the terrorist events. Eastern's efforts were very well received by these people. Solicitation letters were due to be mailed at the time of the attacks, so they were pulled for a time but are scheduled to be mailed soon.

- The Foundation looked at their investment policies as the stock market tumbled. We weren't unscathed, but are still in good shape and looking forward to an upturn in the market. They are now getting ready to send out the letters for fundraising. The annual phonathon will run for the academic year, now that the student help is back on campus.
- Homecoming activities include a sign planting ceremony to be held on October 26 to celebrate the new School of Computing and Engineering Sciences. The dedication of an Eagle statue in the Governor's Mall is also scheduled. All the other usual homecoming activities are planned, and help in the Foundation's fundraising efforts.
- Mr. Akers invited all members of the Board to the Scholarship Reception to be held on November 7, at 7:00 p.m. at Reese court.
- The Foundation's data base system has been fully converted.
- Eastern is moving closer to a capital campaign. The Foundation is putting together a planning committee, and would like a trustee to serve on the committee. The deans have begun the process of identifying key initiatives that could be funded with these funds.
- Yesterday, 4 seats were added to last year's Structural Design software donation.

Special Reports, IV.D.

Fall 2001 Enrollment Update, IV.D.1.

Vice President Levin-Stankevich reported that our current headcount was 8908, but noted that we used different methods of registration this year and closer monitoring of enrollments and wait lists, so we had a more even predictability. Our freshman class has 1200 students, and our transfer students number about the same as last year. We are carefully monitoring, and concerned about, international enrollment. We have sent e-mails to ensure students' safety on campus and respect for individuals on campus. We won't know how the September 11 events affected our international enrollment until several days of classes have been held. Some international students might be delayed as they leave their countries. The Asia University America Program had 64 of 67 students attend Eastern this fall. Overall, our enrollment is on the path for a 400 annualized FTE increase this year.

Enrollment Management Task Force Update, IV.D.2.

Vice President Levin-Stankevich and Jeffers Chertok reported that their task force has been working on the priority issue of scheduling changes, and block scheduling in particular. If we decide to change, it will have to be done quickly in order to go into effect next Fall. Their proposed plan looked at three different models plus a fourth modified version. They decided on the simplest model: to get away from daily, 50-minute classes and move to 65-85 minute classes meeting Monday, Wednesday and Friday, or Tuesday and Thursday. A memo was sent to all chairs and program directors for their input. The task force will now begin to make presentations to deans, chairs, program directors, the student body, the classified staff, the UFE, the Faculty Organization, and the Board over the next month. They hope to get agreement on a final document by the end of November or first part of December so they can begin to develop the schedule for next year. Another group is looking at campus space usage. Ms. Shook would like to schedule this presentation soon, as the ASEWU was planning to survey students on this topic in November. Dr. Jackson asked for a copy of the memo to get it on the agendas of Rules and Senate. The ten talking points will come to the Board at their next meeting.

Resource Allocation Task Force Update, IV.D.3.

"Eastern Washington University strives to satisfy all requests for special access needs for persons with disabilities. Requests for such accommodation are welcome and may be made by calling the President's Office, (509) 359-6598."

Vice President Voves and Mike Frumkin have been meeting throughout the summer. Their task force is funneling down their initial input and coming up with their basic allocation model assumptions. They will start a community organization effort to take this information out to focus groups to get feedback on the tentative model they are developing. There is a core of principles around a new budgeting model, and a major part of their task is securing the ongoing buy-in of the entire community. A massive community organization effort is planned. The role of the Board becomes critical for the campus community, the administration and the task force. It is inevitable that there will be winners and losers as we change the way we do business. Some will be happy, and some won't, so we need to agree on the basic principles and basic tenets of the enrollment and budget models we select. The Board of Trustees will need to publicly support the final models, and the campus community will have to get beyond the mindset that it's just another exercise--this time it's real.

Action Items, V.

Consent Action Items, V.A.

Minutes of the August 24, 2001 Board of Trustees' Meeting, V.A.1.

Motion 09-01-01: The minutes of the August 24, 2001 Board of Trustees' Meeting were approved, as the only consent item, with one correction—Trustee Zozaya-Geist was not in attendance.

Motion carried.

A 5 minute break was taken.

Discussion Action Items, V.B.

Supplemental Budget Request, V.B.1.

Vice President Voves distributed the proposed draft of a supplemental budget request that is due to the Office of Financial Management (OFM) by October 15. Eastern is asking for funding for 540 additional FTE students, which amounts to \$2,989,000. This request is only for our over-enrollments, not our projected enrollment, so we are virtually guaranteeing the state a return for their investment. The supplemental request has been discussed at the Coordinating Committee and Business and Finance Committee meetings.

Ms. Voves noted that the budget signed by Governor Locke was very tentatively balanced, with transportation issues left hanging, as well as caseload issues. After the events of September 11, the Boeing layoffs and other economic indicators, the state expects a projected \$748 million deficit. On September 21 the OFM froze all capital projects. Today by e-mail they allowed us to finish our current appropriated projects, and we have a verbal agreement to use our 061 dollars (timber trust dollars). We are moving ahead slowly and carefully on some of our projects, with a goal of completing the projects that are currently underway. We are reevaluating the Cheney Hall, Senior Hall, and Hargreaves Hall projects. OFM is looking at emergencies on a case-by-case basis. If a contract was signed for the 2001-03 biennium, we may need to contact the contractor(s) because the contracts may not be valid due to "acts of war".

Regarding the operating budget, we know we will be asked to make a budget reduction, but we don't know how much yet. The estimated numbers go as high as 10%, but our best estimate is a 5 to 6% reduction on the operating side. President Jordan noted that it sounds as if the response that the Presidents sent back was "under consideration". Trustee Budke said the Board is eager to be a part of

whatever legislative action/plan is developed for the supplemental budget request. Trustee Mays asked Vice President Voves to bring back to the Board, in October, a list of options to meet these challenges. She expects to have a set by the next board meeting. Dr. Jordan mentioned that we need to consider other alternatives with respect to future incoming students.

Motion 09-02-01: *“I move that the Board approve the supplemental budget package as presented.”*

Motion by Trustee Budke; seconded by Trustee Mikkelsen. Motion carried.

Vice President Voves, on behalf of the administration and through collaborative efforts, will bring a range of alternatives to the next Board of Trustees meeting. She reminded everyone that this is not a short-term glitch in our budget—these are medium to long-term budget problems.

Nomination and Election of Board Officers, V.B.2.

Motion: *The nominating committee of the Board of Trustees nominates Mark Mays as Chair and Neil McReynolds as Vice Chair for the 2001-2002 year.*

Motion passed by acclamation.

Trustee Mays noted that as chair of the Board he will always do his best, and will strive to be as fair as he can. Trustee McReynolds complimented Mr. Ormsby for the good job he has done as chair this past year.

Student Health Services Contract, V.B.2.

Motion 09-03-01: *The Student Affairs committee moves to approve the student health services contract with Rockwood Clinic for a two-year period.*

Trustee McReynolds noted that Eastern has been working on this contract for the past year in an effort to improve the quality and keep the cost close to the same level. A student satisfaction survey was conducted, and we hired a consultant this past year whose report had 15 findings and 7 recommendations. Vice President Levin-Stankevich noted that a two-year contract gives us a better deal, and is tied to a fiscal growth factor set by OFM regarding the Initiative 601 fees. Rockwood clinic’s new CEO has taken the consultant’s report seriously, especially meeting the quality expectations of the students.

Motion carried.

Resolution for Michael Ormsby, V.B.3.

Trustee Mays read the resolution for Chair Ormsby that was printed in the Board agenda, and presented the framed original to him.

Motion 09-04-01: *“I move that the Board of Trustees approve the resolution commending Michael Ormsby for his sixteen-plus years of service to Eastern, as well as his past year of service as Chairman of the Board.”*

Motion by Trustee Mays; seconded by Trustee Budke. Motion passed by acclamation.

Mr. Ormsby thanked Dr. Mays for the kind words, noting that he has learned a lot more from the people he worked with here than he could ever have given back. He will cherish the good times forever. President Jordan then presented Mr. Ormsby with a Crystal Eagle.

Old Business/New Business, VI.

FY2001 Year End Financial Statement, VI.A.

Ms. Toni Habegger, Chief Financial Officer gave a PowerPoint presentation summarizing the FY2001 Year End financial information. She highlighted the fact that we had an annualized average of 8,080 students last year, which was a 4.8% increase over the prior fiscal year. Our general operating revenues were over-realized by 2.2%. We usually spend 95% of operating budget and usually spend 77-78% on salaries and benefits. This year we added \$910,389 to our unobligated fund balance, giving us a carryforward of \$2,723,633. She also noted that \$59 million was awarded in financial aid last year, in the form of loans, grants, scholarships and waivers. (A handout is attached to the official minutes.)

Personnel Actions, VII.

Motion 09-05-01: "I move that the Personnel Actions be approved as presented."

Motion by Trustee Mikkelsen; seconded by Trustee McReynolds. Motion carried.

Adjournment, VIII.

The meeting adjourned at 3:30 p.m.