

12-7-2001

## Board of Trustees Minutes, December 7, 2001

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
December 7, 2001  
PUB 263-5-7**

**MINUTES**

**Board Members Present**

Mr. Gordon Budke  
Mr. Neil McReynolds  
Dr. Mark Mays, Chair  
Ms. Kris Mikkelsen  
Mr. Michael Ormsby  
Ms. Jenna Williams  
Ms. Ines Zozaya-Geist

**Call to Order and Quorum, I. and II.**—Dr. Mays called the meeting to order at 12:15 p.m. and noted that a quorum was present. Trustee Shiota was unable to attend in person or by telephone this month.

**Executive Session, III.**

Chair Mays announced that the Board would recess into executive session for purposes authorized in RCW 42.30.110, to consider the selection of a site or acquisition of real estate for lease or purchase, and to discuss the evaluation of the qualifications of an applicant for public employment or to review the performance of a public employee. He anticipated that the session would last one hour, and that they would reconvene at approximately 1:15 p.m.

**Reconvene**

The Board reconvened into open session at 1:25 p.m. with a quorum present.

**Reports, IV.**

**Trustees' Reports, IV.A.**

Dr. Mays reported from the 2001 Board of Trustees' Retreat. Mr. George Corcoran led the retreat on Dec. 6 and 7. They looked at processes to move the Board and University forward, and looked at issues of value and goal, in light of President Jordan's vision statement. Short and long-term issues and considerations were discussed. On January 17 there will be a meeting of all boards to discuss common issues. Our board is trying to streamline their processes by discussing how to handle their meetings, and have decided to try to meet as a full board every-other month and hold the board committee meetings on the alternate months. The Board will meet on January 25, 2002 as scheduled and will set their new calendar for the year at that meeting.

Trustee Budke reported from the Business and Finance committee, which met briefly last night to move forward three items on today's consent agenda. At their next meeting they will have the LeMaster and Daniels report, discuss room and board and tuition issues, and continue to discuss budget issues. He noted that he attended the Scholarship Reception this year and enjoyed it very much.

Trustee Ormsby reported from the Academic Affairs committee. They heard from Deans Chertok and Martin about the Institute for Public Policy and Economic Analysis, including an update on their progress, where they are now and their future activities. The interdisciplinary nature of work at this

institute was discussed, including courses from other colleges. The committee also heard from Dean Dalla about the degree program audit committee. Dr. Dalla gave an update on the process, procedure and criteria; and also discussed the degree program discontinuance process that is being worked on. This process will go back to the Senate in January for further discussion, and he will report back to the Academic Affairs committee with an update. We need a process in place to review programs, and perhaps discontinue some, but definitely to review them. The committee held a discussion about their charge/workplan, and will provide comments on it at the next meeting. The committee heard updates from the deans regarding their charge to form budget reduction plans—what processes they are looking at to meet this charge. Mr. Ormsby then requested to add a discussion action item IV. to the agenda: Retention of an outside consultant to do an evaluation of the President, Board and Administration of the university.

Trustee McReynolds reported that the Student Affairs committee addressed the excused absence policy in light of religious holidays and family needs. A proposed policy is being drafted. They discussed priority registration for athletes and others, endorsing the concept for athletes and deciding to explore other cases with similar requirements. The university emergency response procedures were reviewed, and Steve Blewett raised an issue about the by laws for the student publications board which were established by the student body and the BOT—this has been corrected by the ASEWU. Student fees for adoption in January were discussed with the suggestion to increase these fees within the limits of I-601 because of the increasing cost of services. The committee will address this item further in January. The international student fee will increase because of an increase in the amount we are being charged by the INS (a \$175 one-time fee for the initial issuance of a visa).

### **Presidents' Reports, IV.B.**

#### **Faculty Organization, IV.B.1.**

Dr. Nick Jackson reported that the faculty organization is working on the degree program discontinuance, and he said Ron Dalla's leadership on this issue impressed him. The excused absence policy was presented to Rules last month and was forwarded to UAC. It will go to the Senate in February. The IT Master Plan went through the faculty organization and on 11/19/01 was endorsed by the Senate. On December 3 the Senate approved the previous plan to begin Fall classes on a Wednesday because of the student orientation programs. Dr. Jackson recently took a trip with George Durrie to Olympia to speak with House Higher Education committee regarding the events of September 11. Representatives of the various universities shared their institution's responses to the tragedy. He noted that Eastern had done as much as everyone else with our comparable resources—vigil, roundtable discussions on classroom communications, class on diversity, etc. He was impressed with the University of Washington, which took the entire day of October 11 and devoted it to the events of 9/11. All classes were cancelled and they held a "conference" involving educational activities centering on the tragedy. Roundtable discussions, lectures, and a book signing offering condolences were a few of the activities. Eastern's approach was very responsible too. It was noted that no one seems to have reached out to the K-12 sector regarding 9/11—we could easily do this if interested. Chair Mays congratulated the university for the vigil they held a few days following 9/11.

#### **Classified Staff Union, IV.B.2.**

Mr. Rod Nicholls reported that the Board's invitation to include a classified staff report on the agenda is viewed by the staff as an acknowledgement of their value in contributing to EWU's success, and thanked the Board. He noted that Eastern is on a critical path that requires prudent judgement to continue the forward progress. He said the staff will give all that is in them to support the positive direction that Eastern is headed. Today's staff is different from the past in that rather than just following blindly, they stand and ask the hard questions. Eastern has become better because of that stewardship. He also noted

that the Jordan's have brought an era of honesty and genuine concern to Eagle country. In these uncertain times a soul restoration is once again called for. Now is the time for the whole Eastern community to step up. He said the classified staff step forward to embrace and support positive problem solving that ends in a win-win solution. In return they ask the Board to insure that adequate resources and support continue to enhance Steve and Ruthie's views of how high the Eagle can soar.

**Associated Students, IV.B.3.**

Ms. Christian Shook reported that the ASEWU has embarked on challenging activities and is excited to be a part of the changes here at Eastern. They are concerned with how can we continue the needed programs in light of the recent budgeting problems. They set a goal to celebrate Martin Luther King day in Cheney, and are moving forward in trying to make it a fun and exciting, but also an educational event. They are planning a march through Cheney with a rally on campus. They are taking a proposal, which is co-sponsored with the black student union, to the faculty senate. Ms. Shook reported that the ASEWU is struggling with maintaining their position as leaders and mentors for the student body at large. They have lost a couple of council members, but are getting ready to fill three positions by next quarter. They are still working on a cultural center, are gathering department policies, are researching the availability of legal services, and have worked on homes for Habitat for Humanity. Their K-12 outreach in October was very successful, and they plan to go to 10 schools in February. Capital day in Olympia is scheduled on Jan. 21 and Feb. 20, and they will attempt to educate the leaders on what is going on at our campus. She will speak next Tuesday to the joint higher education committees, and will also attend the HECB meeting on Thursday.

Ms. Shook provided handouts of the Washington Student Lobby regarding their issues and agenda for this year. The state need grant is funded at 65% of the median family income, and they would like it to be 80%; they are proposing a sales tax exemption for required textbooks and required manuals; and they want to go into the high schools to educate parents on the GET program. The University of Washington is bringing forward, and the WSL supports, graduate assistants receiving medical benefits and possible unionization. She has been speaking with Phil Akers to set up a way to have former ASEWU officers and council members give back to EWU in scholarship form. President Jordan asked Ms. Shook how the students view rate setting vs. control over the use of funds after the rates are set, noting that he hopes the students are not proposing to go back to the old way—otherwise it would hurt everybody. He said that the language needs to be changed so it is specific to rate setting and not the use after the rates are set—millions of dollars are at stake. Ms. Shook noted that an item she saw on KAYU last night—kid fitness--was funded through our lottery. She said in Georgia the lottery pays for the college education of students with a 3.0 high school GPA, and the books are funded for students with 1200+ SAT scores.

**Foundation Report, IV.B.4.**

Mr. Phil Akers reported that in November the Foundation processed more gifts than at any other time in their history--2,208 gifts, which is 20% more than any other time. They have received \$106,000 in pledges during the first 8 weeks of the phonathon, and still have 2 quarters to go. They recently received a gift of over \$70,000, and their goal is \$4 million this fiscal year. He said they anticipate \$1.5 million at the end of this month, which keeps them on track for their goal. He also noted that if they achieve their \$4 million goal, it will represent a 500% increase over last 5 years. Planned giving represents a lot of the progress, and one in the amount of \$2 million is anticipated. Marketing the planned giving program is paying off, as well as seeking the involvement of young alumni in supporting the ASEWU. They anticipate a gift of \$10,000 this year from one alum. The Foundation is in the process of acquiring the Governor Martin house, and should close before the end of this month. It will be remodeled to code, and the Foundation office plans to move in late January or early February. He then distributed a handout of the planned giving brochure.

**University, IV.B.5.**

President Stephen Jordan reported the following items:

HECB member Dr. Chang Mook Sohn recently released the November revenue forecast, stating it is the first to incorporate the impact of the tragic events of September 11. A national recession is now a virtual certainty. The nature of the attacks with its devastating impact on the air transportation industry means that the impact on Washington State will be disproportionately large. Newly available employment and income data suggest that the economy was weaker than previously believed before the attacks and revenue collections since the last forecast confirm the worsening trend. As a result, a major reduction has been made in the revenue forecast for the 2001-03 biennium.

The General Fund-State revenue forecast for the 2001-03 biennium is \$21,208.7 million, a reduction of \$813.1 million from the September estimate. Of the \$813.1 million reduction, \$67.1 million is due to collection experience since the September forecast, \$34.0 million is due to the passage of initiatives 747 and 773, and \$69.4 million is due to lower interest earnings from the Treasurer due to lower balances available for investment. The remaining \$642.6 million reduction is due to the weaker economic outlook for the remainder of the biennium.

Eastern is being highlighted in the December issue of *Washington CEO*. Be sure to check it out!

He attended a Higher Education Leadership Group Meeting with Rob Melnick on 11/27/01.

He has been asked to participate in the Higher Education Coordinating Board's (HECB) Roundtable meeting regarding the current State budget crisis. It will be held Thursday, December 13 from 2:30 to 4:30 p.m. at Gonzaga.

The Joint Higher Education Committee will be on campus December 11. The purpose of their visit is to try to sensitize the public to the challenges faced by the higher education policy makers as they try to fund higher education in the context of the fiscal constraints of the budget. Following is their schedule for the day. They will be on the Cheney campus, PUB 263-267 from 8:30 to 11:15am (Tuition/Financial Aid Hearing at 9:45am) and will follow-up with an afternoon session at the Health Science Building (Quad Classroom) for discussion on branch campuses.

Dr. Jeff Stafford will return to faculty as of January 4, 2002. Many thanks to Jeff for the great job he has done. We are pleased to announce that we are moving forward with the search for a regular appointment of a vice-provost for Distance Education Outreach (DEO) and anticipate making this appointment effective July 1, 2002. Your input into this process is appreciated. Niel Zimmerman has agreed to serve as interim vice provost for DEO. Niel will be a great asset to the team.

*The Local Planet Weekly* printed an article in its November 21<sup>st</sup> publication titled "Eastern Washington University: The best writing in the world". The article highlights the expansion of Eastern's creative writing program over the past 30 years with the help of John Keeble, and James McAuley.

Dr. Jeanne Small's research on airborne organisms was mentioned in a recent article of the *Science & Technology* magazine.

Paul Wulff joined Montana's Joe Glenn as Big Sky Conference Co-Coaches of the year as selected by the league's eight head football coaches. Paul led Eastern to a 7 – 4 record overall in the 2001 season, giving him a 13 – 9 mark in two seasons at the helm. Eastern enjoyed its third-straight winning season, a feat that hasn't been accomplished by an Eastern team since 1984-86.

President Jordan then gave the Board a budget update. He said the revenue forecast incorporates the impact of the events of September 11, and is \$813 million below the September estimate. Add to that the over-expenditure of \$350 million and you have a \$1.2 billion problem. There will be cuts—some as high as 15%. We have initiated scenarios of 3, 5 and 7% reductions. He has been meeting with the deans to review vacant positions and their budget reduction proposals. Each plan will go forward to the Cabinet. We anticipate the Governor's recommendation on December 18, and the legislature's by April 1. The good news is the Governor released the freeze on the current capital budget. We need to prioritize how the allotments will take place. Also, the Governor is proposing a stimulus package that would include 2 additional projects for Eastern.

President Jordan said he wanted to make it clear that the current economic and budget problems should not supercede the process we were already looking at to revise our budgeting process and enrollment management.

### **Special Reports, IV.C.**

#### **Downtown Cheney Redevelopment Proposal, IV.C.1.**

Mr. Rob Brewster, a developer from Spokane, explained his vision for the former Bonanza Ford property in Cheney. He has an economic interest, plus an interest in creating a better university town environment—to include a coffee house, housing for 150 students, retail space, parking, and an additional building for retail. The former showroom would come down and he would build a 4 or 5-story building for housing with retail on the first floor. This would be the beginning of a walking area that has a direct tie to the university. The initial design will be changed to a more New England, Ivy League style. He would renovate the garage building, and have a courtyard in between the two structures. Cheney's parking requirements will need to change in the future. Nick Jackson asked if the Cheney property owners have an interest in this project. Mr. Brewster replied that yes, the city council and business people are very interested now that relations with the university have seen so much improvement. A few are scared to bring that many students and cars into the center of town, but the majority are excited. Pathways has opened up the vision for projects like this. Ms. Shook said the Cheney noise ordinance is a concern of the students, but Mr. Brewster said that was something we'd have to work on with the City and surrounding residents. Chair Mays thanked Mr. Brewster, and reminded the audience that this is not a done deal but a work in progress, but one that is on a fast track so we wanted the public to be aware of what is transpiring.

#### **Enrollment Management Task Force Update, IV.C.2.**

Bill Ponder reported that the task force has completed the student survey. The institutional research office is analyzing it, and they are also involved with institutional capacity. This information will be brought back to the task force soon. The task force will soon start looking at their peer institutions for models for strategic enrollment. Ms. Shook thanked Mr. Ponder for his help with the student survey, and he thanked Carol Molinari.

#### **Resource Allocation Task Force Update, IV.C.2.**

This item was deferred to next meeting because the co-chairs were unable to attend this meeting.

### **Action Items, V.**

Chair Mays moved the Holiday Schedule item from the discussion action items to the consent action items.

**Consent Action Items, V.A.**

Minutes of the October 26, 2001 Board of Trustees' Meeting, V.A.1.

Award Contract #AE-99-19, Indian Education Center Remodel, V.A.2.

Accept Completion of Contract #AE-99-01G, Childcare Center Phase II, V.A.3.

Accept Completion of Contract #AE-99-13G, PEHR Locker Rooms/HVAC Improvements, V.A.4.

Voluntary Employee Benefit Association (VEBA) Reimbursement Plan (Policy 610-040-250), V.A.5.

Student Pay Increments (Policy 820-060-180), V.A.6.

Holiday Schedule for 2002, 2003, 2004, 2005, V.A.7.

***Motion 12-01-01: "I move approval of the consent items as presented."***

*Motion by Trustee Ormsby, seconded by Trustee Budke. Motion carried.*

**Discussion Action Items, V.B.**

**Information Technology Master Plan, V.B.1.**

Dean Patricia Kelley explained that this is a plan for university technology, not an information resources plan by itself because IT on the campus is highly decentralized. The administration is requesting approval of the strategic plan, and is providing the tactical plan as an information/discussion item. Through goals and objectives, which will be reviewed and updated annually, the plan will set the direction for the management and development of information technology for the university, and in support of the mission of the university. The IT vision statement shows how the plan is intended to support the mission of the university. The master plan defines a decision making process for university-level information technology decisions, and establishes a 5-7 year outline for IT efforts at the university level, as well as proposing specific initiatives for next 2-3 years. The development of this plan began last February with a consultant visiting campus. The planning teams then began to develop goals and objectives related to the infrastructure, and teams of applications users began to develop the goals and objectives that have to do with student, staff and faculty support. They held discussions with many groups on campus, as well as several townhall meetings for input. They had discussions with ACC and ACAC, the Senate (which has endorsed the plan), and the President's Cabinet (which has also endorsed the plan). She said she believes this is one of the most widely discussed plans ever. She noted that budget restrictions will require partnering to fund future technology needs even more so than in the past. This will not be a conflict if we stick to our requirements and utilize the State's Department of Information Systems. Ms. Kelley also said one of the most valuable pieces of the plan is attachment A to the strategic plan. We need to stay on course and utilize a decision-making process.

The tactical plan includes the recommended initiatives for the next three years—which ones can be undertaken with no additional funding, which would require some kind of funding, which are already in progress, and which need to be done because of mandates— e.g. the social security identifier issue.

President Jordan acknowledged the work of Dean Kelley and her staff in putting this plan together, but noted that this vigor was needed.

**Motion 12-02-01:** *“I move that the Board of Trustees accept the Information Technology Master (strategic) Plan.”*

*Motion by Trustee Budke; seconded by Trustee Ormsby. Motion carried.*

**Summer Tuition 2002, V.B.2.**

Vice Provost Stafford reported that he met with Toni Habegger and other Business and Finance people to come up with the recommendation for this year. Their discussion concluded with the request to increase the undergraduate rate by \$7 per credit over last year, and graduate rate by \$9 per credit over last year. He noted that this still keeps them competitive with the other four-year regional schools in the state, and also noted that they will be reviewing their marketing strategies to come up with some new ideas for future summer school offerings.

**Motion 12-03-01:** *“I move that the Board of Trustees approve the recommended tuition for summer session 2002”.*

*Motion by Trustee Ormsby; seconded by Trustee McReynolds.*

Dr. Stafford said he started the work to bring Business and Finance and Academic Affairs together to make this recommendation—which is a positive step. Trustee McReynolds asked about student involvement in the process, and Dr. Stafford replied that student surveys are taken each year and analyzed, and the recommendation also goes through the President’s Cabinet, which has a student representative.

*Motion carried.*

**Old Business/New Business, VI.**

**Hiring a Consultant, VI.A.**

Chair Mays said the university is considering hiring a consult to perform an evaluation of President Jordan, the Board and the senior administration and staff—accountability is important. There have been many changes in the last three years, and we need validation that we’re doing the right things and moving in the right direction. He acknowledged that these are difficult economic times, but believes that the cost of this assessment will be worth it in the long run—as it will create a framework for the future.

**Motion 12-04-01:** *“I moved that the Board authorize Dr. Jordan to negotiate and enter into a contract for up to \$75,000 to conduct an institutional review for the Board of Trustees, to be completed early in 2002.”*

*Motion by Trustee Budke; seconded by Trustee McReynolds.*

Chair Mays reiterated that the Board is attentive to and concerned with the cost, but believes we need the feedback to make sure we’re proceeding in the right direction.

*Motion carried.*

**Board of Trustees Schedule, VI.B.**

Chair Mays reported that the Board will meet in January as scheduled, and will then publish a revised meeting schedule for the 2002 year.

**Personnel Actions, VII.**

*Motion 12-05-01: “I move that the Board of Trustees approve the personnel actions as presented.”*

*Motion by Trustee Budke; seconded by Trustee Ormsby. Motion carried.*

**Adjournment, VIII.**

The meeting adjourned at 3:30 p.m.

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Mark Mays  
Chair of the Board

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Stephen M. Jordan  
Secretary of the Board