



University Policy Advisory Committee Agenda
Barge Hall, room 412
April 2, 2014
8:30 AM

Present:

Ex-officio: Jim Gaudino, Marilyn Levine, George Clark, Linda Schactler, Patricia Cutright, Marv Bouillon, Katharine Whitcomb, Ken Young, Matt Cziske, Bryan Elliott

Ex-officio non-voting: Kevin Archer, Kandee Cleary, Sandy Colson, Steve DeSoer, Dennis Francois, Kirk Johnson, Traci Klein, Connie Lambert, Melody Madlem, Kathryn Martell, Mike Moon, Gene Shoda, Sarah Swager, John Swiney, Bill Yarwood

I. March 25 Special Meeting of the Board of Trustees Debrief – President Gaudino
President Gaudino reported that the Board convened a special meeting on March 25 to review and discuss options for filling our budget gap. Four options were presented to the Board, but during the course of the meeting a 5th option was presented and approved. This option directs President Gaudino to reduce the cost of operations through RCM and other strategies and to ensure decision making is informed by consistent and detailed data; to use discretionary reserves to maintain operations; and to explore per-credit-hour models and other revenue development strategies.

II. Action Items

1. Approval of UPAC Minutes from February 5, 2014

Motion to approve the UPAC Minutes from February 5, 2014 with one edit by Patricia Cutright. Seconded by Steve DeSoer. No further discussion. Motion carried.

2. Policies & Procedures – Summary Sheet Attached

A. George Clark:

1. CWUP 2-10-200 Reporting Financial Irregularities Policy

George explained that this is a new policy developed at the request of the State Auditor's office, requiring CWU employees to report all instances of financial irregularity or illegal acts to the SAO.

2. CWUR 1-50-100 Reporting Financial Irregularities Procedure

The procedure explains where and how to report the issue.

UPAC members endorsed both CWUP 2-10-200 and CWUR 1-50-100.

B. Linda Schactler: (Time sensitive items approved by President)

1. CWUP 2-20-070 Student Records Policy (FERPA)

The major changes to this policy include changing the references from SAFARI to MyCWU and from Student Affairs to Student Success. UPAC members endorsed the changes to CWUP 2-20-070.

2. CWUR 1-50-010 Whistleblower Complaints

The change to the Whistleblower procedure updates the list of administrators who are designated to receive reports of improper government action that invoke the Whistleblower Act. UPAC members endorsed the update to CWUR 1-50-010.

Committee Updates

3. CWUP 2-60 (3) Budget and Finance Committee

Three faculty positions were added to this committee so now there is representation from every college. Dean Cutright asked about adding a Library representative. UPAC members endorsed the changes to CWUP 2-60 (3) including the addition of a Library representative.

4. CWUP 2-60 (4) Campus Development Committee

This committee now reports to the Vice President of Operations, and titles of the ex officio members were also updated. UPAC members endorsed the changes to CWUP 2-60 (4).

5. CWUP 2-60 (5) Equal Opportunity Committee

This committee now reports to the Vice President of Operations. UPAC members endorsed the title change in CWUP 2-60 (5).

6. CWUP 2-60(6) Ethics Advisory Committee

This committee now reports to the Vice President of Operations. UPAC members endorsed the title change in CWUP 2-60 (6).

7. CWUP 2-60(10) Enterprise Information Services Committee

This committee now reports to the Vice President of Operations. UPAC members endorsed the title change in CWUP 2-60 (10).

Other Announcements

Dennis Francois announced that the CWU Men's Rugby team continues to dominate. He added that Mark McLaughlin, Men's Basketball, has been selected to participate in the Portsmouth Invitational Tournament in Portsmouth, VA on April 16-19. The PIT tournament has invited 64 of the best college basketball seniors from across the nation since 1953, and this season McLaughlin is the only NCAA Division II senior to earn a selection into the tournament.

President Gaudino congratulated George Clark on his recent appointment to the finance and audit committee for the Stanford Linear Accelerator Center (SLAC). As a member of the laboratory's finance and audit committee, George will help develop and revise financial and administrative policies, processes and systems support for SLAC's mission, and make sure that control systems are working as intended to protect the Department of Energy and Stanford University assets.

Bill Yarwood reported that Lydig Construction will receive the contract for the Science II project as soon as it is approved by the Board.

George Clark commended Chris Huss on his work with the audit report. The entire BFA team did an outstanding job.

Bryan Elliott announced that the ASCWU Board of Directors has decided to change their name to ASCWU-SG (Student Government).

Matt Cziske reminded the group that Saturday, April 12, is Wildcat Day. This is the last hurrah before students confirm with the university they plan to attend if they haven't done so already.