



**Board of Trustees Minutes  
Regular Meeting  
May 13, 2015**

**Approved July 23, 2015**

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***May 13, 2015***

**REGULAR MEETING**

Chair Sid Morrison called the official business meeting to order in Barge 412 at 10:06 a.m.

**Present:**

Mr. Sid Morrison, Chair  
Mr. Dan Dixon  
Mr. Ron Erickson (via telephone)  
Mr. Glenn Johnson (via telephone)  
Mr. Chris Liu  
Mr. Robert Moser

**Not present:**

Mr. Keith Thompson, Vice Chair

**Also present:**

Dr. James Gaudino, President  
Dr. Marilyn Levine, Provost / Vice President for Academic and Student Life  
Mr. George Clark, Chief Financial Officer / Vice President for Business and Financial Affairs  
Ms. Linda Schactler, Chief of Staff / Secretary to the Board  
Mr. Stevan DeSoer, Chief of Operations  
Mr. Alan Smith, Assistant Attorney General  
Ms. Kim Dawson, Executive Assistant

**Changes to the Agenda**

Chair Morrison called for changes to the agenda. Since the Student Arts Fee was not approved during student elections last week, that item was withdrawn from the agenda.

**Approval of the Agenda**

**Motion 15-08:** Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approve the agenda as amended for the regular meeting of May 13, 2015, which was seconded by Mr. Dixon. Motion approved.

## Approval of Minutes

**Motion 15-09:** Mr. Dixon moved that the Board of Trustees of Central Washington University approve the minutes of the regular meetings of February 5 and 6, 2015 and the Special Telephonic Meeting of April 20, 2015, which was seconded by Mr. Erickson. Motion approved.

## CHAIR REPORT

Chair Morrison reported that he recently met with professor Elvin Delgado and Margaret Reich to discuss the Institute for Integrated Energy Studies. No other university in Washington State offers this particular type of interdisciplinary education in response to current and future professional work place needs. Chair Morrison added that we seem to specialize in interdisciplinary programs here and seem to do it better than anyone else.

## PUBLIC COMMENT

Chair Morrison noted that there were no signups for public comment.

## PRESIDENT'S REPORT

### Celebrations

Mr. DeSoer, Vice President of Operations, introduced the following nominee for **Distinguished Service:**

**Ms. Teri Bangs** has worked in Human Resources for over 25 years. Teri started her career greeting customers to HR as the receptionist. As she took on additional duties and became an expert at detail and process, she progressed to a Human Resource Assistant where she supported the employment process and prepared hiring letters. She has seen the rollout of PeopleSoft, PeopleAdmin, myCWU, the iCAT project, and now finally, online Time and Attendance. Her latest contribution has been to serve as an expert consultant on the rollout of the PeopleSoft hiring module. All along the way, Teri has ensured that new employees, from civil service to faculty, are properly entered into our payroll system. Her great attention to detail has served her and all of us at CWU well, as she has entered data, run reports to check data, corrected data, and probably answered thousands of questions over her career about the ways or our processes and procedures.

Mr. Clark, Vice President for Business & Financial Affairs, introduced the following nominee for **Distinguished Service:**

**Ms. Mary Aho** became a CWU employee August 1, 1975 and has been an influential, dedicated and inspiring employee ever since. She will retire just four months before her 40<sup>th</sup> work anniversary. Mary has held many positions in the Conference Program, culminating to her current position as Conference Program Manager, which she has held since 2013. Not only was Mary dedicated to our conference program, she was also involved in many CWU outreach efforts. She served as an advisor to the International Club and Chinese Students and Scholars Association for over 10 years. Her involvement in UESL was instrumental in not only creating short-term summer programs for international groups, but also created a relationship with Holy Savior High School. This relationship provided Taiwanese students an opportunity to attend CWU. Mary touched the lives of many students, including her student employees. Her care and compassion in her daily interactions at CWU makes her incredibly deserving of the Distinguished Service Award.

Dr. Levine, Provost & Vice President for Academic & Student Life, introduced the following nominees for **Emeritus Status:**

**Dr. Phil Backlund**, professor in the Department of Communication, is an outstanding teacher-scholar-citizen, who has brought an extraordinary commitment and a nationally recognized expertise to his teaching, scholarship and service during his 36 years at Central Washington University. He is author or co-author of 7 books, numerous peer-reviewed chapters and articles, and over half a dozen reports. In addition, he has given dozens of presentations at regional and national conferences. Professor Backlund's generosity of service spirit is remarkable and has been recognized nationally and internationally. For his leadership in assessment work, Professor Backlund was twice awarded the National Communication Association's Award for contributions in the area of assessment.

**Dr. Larry Gookin** has long been considered one of the strengths of the music department and with good reason. Ever since he began his career as Director of Bands for the department 34 years ago (1981), the Wind Ensemble has enjoyed a reputation for being one of the best collegiate wind ensembles in the country. As an expert in wind ensemble conducting, Professor Gookin has earned a reputation that has become almost legendary; he is now regarded as one of the finest wind conductors in the country. While his discipline-specific expertise has earned him a national reputation, it is his personal qualities that have gained the respect of faculty and students alike. Unlike many occupants of the conductor's podium, he is never abusive or overtly demanding and while he expects his students to give their best, it is the respect that he commands that elicits this effort rather than fear or threats. He has developed marvelously efficient rehearsal techniques and he consistently draws from his ensembles performances a level that far exceed the individual capabilities of his players. For future music educators and performers alike, he provides a model of musical leadership that they are privileged to experience. Professor Gookin is a respected colleague and often serves as the "voice of reason" when difficult decisions in the department are being considered.

**Dr. Ken Briggs** has served Central Washington University for 38 years as Professor, Program Director for Health Education and the Central Wellness Hour, and lately as Department Chair of Physical Education, School and Public Health. He has earned numerous awards including Distinguished Professor and several Most Inspirational Teaching awards, including the Provost/Sr. Vice Presidential Award. He has served as a mentor and inspiration to his students and colleagues over the years. He has produced and published a documentary film on Health Education, a popular Drug Education Book, and articles in a variety of journals. He is a very popular speaker at conferences, workshops, and training throughout the Northwest and continues to assist CWU and the Ellensburg community in a variety of ways.

**Dr. Steve Jefferies** has taught in the Department of Physical Education, School, and Public Health at Central Washington University since 1986. Dr. Jefferies has received numerous awards and appointments throughout his career, including Distinguished Professor of Public Service. Last March he assumed the elected role of President of SHAPE America, physical education's national organization under which he received the Honor Award in 2013. He was chair of the Executive Committee for NASPE's Council on Physical Education for Children. Dr. Jefferies is probably best known as creator and publisher of [www.pelinks4u.org](http://www.pelinks4u.org), the monthly online magazine for physical education professionals; he also emails a monthly newsletter, "PE News," to more than 30,000 subscribers. He has written monthly online editorials for the past 14 years, edited several books, and published over 25 journal articles.

**Dr. Roy Savoian's** leadership and encouragement in the College of Business will have a broad and lasting impact on the success of the university and the Central Washington Community. Dr. Savoian most notably guided the College of Business to AACSB accreditation in 2011. Such accreditation is awarded to only five percent of business institutions globally. Dr. Savoian's strategy to establish program Centers and Institutes has enhanced CWU's stature with the business communities in the Central and Puget Sound regions.

Projects such as the Economic Outlook Conference and Boardroom to Classroom have created opportunities for CWU students to engage with leaders in industry at an influential stage in their academic careers. Most recently, Dr. Savoian founded the Institute for Innovation and Entrepreneurship (I4IE). His energy and commitment to the Institute has resulted in a number of grants to fund programs and competitions that will contribute to CWU, Ellensburg and the region's economy for many years to come. Dr. Savoian's commitment to the university and region extends beyond campus. He serves or has served on boards for the Galloway & Nielsen Foundation, Junior Achievement of Washington, Junior Achievement of Central Washington, the Kittitas County Chamber of Commerce, the Economic Development Group of Kittitas County and many others.

**Professor Greg Kummer** began his career at Central in 1977 as an undergraduate student. He eventually received a bachelor's and master's degree from Central, and began teaching communication classes here in 1987. His first class was public speaking; he later added print journalism and finally settled in to teaching regularly our Business and Professional Speaking class, which is one of our most in-demand classes campus wide. Professor Kummer loved getting to know students from a diversity of majors, especially through their speeches. It was very gratifying to him to watch many students progress from being shy and afraid to speak, to being more confident in front of a group.

**Dr. Tracy Andrews:** For the past 20 years, Professor Tracy Andrews has taught socio-cultural anthropology with specializations in medical and environmental anthropology and cultures of Native North America. Working with graduate and undergraduate students, she supports their efforts to reach their academic, career and life goals. Her students have gone on to graduate programs and careers in applied anthropology and resource management. Dr. Andrews received national and regional research awards for projects that became the basis of academic publications in national and international journals, and which regularly included her students as research assistants and co-authors. Her research has contributed to socio-ecological and public health issues as well as cultural heritage preservation in Native American and Latino communities of our region. She has made major contributions to the documentation of our museum collections and developed important collaborations with Native American artists, linguistics experts, and environmental advocates. In addition, Dr. Andrews has been a driving force in the Health Careers initiative at CWU, and has co-chaired that committee for over 10 years.

Dr. Levine, Provost & Vice President for Academic & Student Life, introduced the **Distinguished Faculty of the University:**

**Dr. Wendy Bohrson** is this year's recipient of the Distinguished Professor of Research/Artistic Accomplishment. She is a Professor of Geological Sciences, specializing in volcanoes, a topic critical to understanding the inner-workings of planet Earth and a topic that has inspired many a child to delve into science. Since joining CWU in 1999, Dr. Bohrson has mentored dozens of student researchers, received millions of dollars in grants, and published 17 articles in highly respected journals. All of this was done while serving the university in many important ways such as being the Chair of the Geological Sciences Department, chairing the Academic Department Chairs Organization, and chairing the presidential search committee.

**Dr. Cynthia Coe** is this year's recipient of the Distinguished Professor of Service award. Since coming to Central Washington University, Dr. Cynthia Coe has excelled in her service to the students, the programs, the university, the community, and the global village in which we all now live. At the heart of every service endeavor she has undertaken, and moreover excelled at, is Dr. Coe's profound commitment to the students of this university. She seeks to augment their pedagogy by providing them with opportunities to learn about social justice issues, to ensure their safety on campus, and to equip them with the awareness and wherewithal

to live meaningful and productive lives after graduation. Dr. Coe's service, therefore, is wholly in line with the university's mission to teach our students.

**Dr. Phil Backlund** is this year's Distinguished Professor of Teaching. In addition to teaching students in his "home" program, Dr. Backlund has opened his classes to include students of the Asia University America Program (AUAP). He also has taught students in Macau, Hong Kong, China, Pakistan, and South Sudan. His passion for communication and instruction is not bound by language, country, or culture. In addition to being an excellent teacher and mentor, Dr. Backlund is a proficient scholar. He has authored and co-authored numerous books and book chapters in the communications field, published many refereed journal articles and reviews, and made presentations at professional meetings.

**Dr. Maria Roditeleva-Wibe** is this year's Non-Tenure-Track Faculty Distinguished Teaching Award recipient. Dr. Roditeleva-Wibe came to us some 15 years ago from Russia, bringing with her a wealth of music knowledge to CWU students. While at Central, she designed and taught a wide range of undergraduate and graduate courses in Music History, World Music, First and Second-Year Music Theory, Class Piano, and, most particularly, Folklore and Ethnic Music. Every class has been enriched by her integration of historical context and cultural insights, providing wonderful examples of the potential of interdisciplinary in course teaching. Teaching both majors and non-majors, she has shown a firm grasp of her subject—and the breath of her understanding is astonishing.

#### **Approval of the Consent Agenda**

**Motion 15-10:** Mr. Dixon moved to approve the consent action items submitted to the Board of Trustees of Central Washington University on May 13, 2015. Mr. Liu seconded. Motion carried.

#### **Other Celebrations / Points of Pride:**

##### **Music Department**

Department chair Dr. Todd Shiver provided a synopsis of the following achievements:

##### **Monterey Jazz Festival**

- Jazz Band I is headed back to Monterey in September as the Nation's top collegiate Big Band.

##### **Taylor Zickefoose**

- Winner of the Seattle/Kobe Sister City Vocal Jazz Solo Competition

##### **NAfME Award**

- Students produced a video on the value of music education with lots of balloon popping with the "Beyond the Bubbles Challenge." This was a national competition among the various NAfME collegiate chapters. Special kudos to their faculty advisor, Professor Mark Lane.

##### **Student Success**

Dean Sarah Swager introduced Travis Box, who gave a summary of the recent radio station awards:

##### **KCWU-FM 88.1 "The Burg"**

- They earned 10 IBS Awards, including "Best College Radio Station"

## University Advancement

- \$136K – Named Endowment & Annual Scholarship Fund – College of Business, Accounting Program
- \$300K – Named Endowment – STEM Scholarships
- New Waiver/Scholarship Match Program – Greater Seattle Business Association; invests in the education of lesbian, gay, bisexual, transgender and allied students

## Athletics

Athletic Director, Dennis Francois, gave a brief update on Wildcat Athletics:

- Track & Field All-Americans: Luke Plummer (8<sup>th</sup> in triple jump); Taylor Fettig (12<sup>th</sup> in high jump)
- Men's & Women's Rugby: Women's (National Spring Champions); Men's (Varsity Cup Semi-Finalists)
- Crimson C – the highest level of annual athletic giving, allows a donor to play a major role in the future success of Wildcat Athletics as a program with which the donor is proud to be associated.
- Nicholson Pavilion Wall Wrapping – through the generosity of CWU donors, Dan and Cindy Thompson, the Department of Athletics was able to enhance not only aesthetics of the Nicholson Lobby and the department entrance with wall graphics, they were also able to enhance their ability to showcase the athletic department with the installation of an interactive kiosk.

## Welcoming New Employees

President Gaudino welcomed one new employee and announced position changes for two others:

### **Ann Radwan – Executive Director, International Studies & Programs**

- Bachelor's degree in International Relations; American University
- PhD in South Asian Studies; Economics and Economic History; University of Pennsylvania

### **Jim DePaepe – Executive Director, Accreditation & Comprehensive Planning**

- New department to integrate planning and integration of data in university decision-making
- Extensive accreditation and assessment experience; developed CWU's data warehouse

### **Tim Englund – Interim Dean, College of the Sciences**

- Bachelor of Science degree from Grand Valley State University and PhD from Michigan State University
- He has been a member of the mathematics faculty since 1998, where he served as chair for one year.

## Communications

The President reported that the Board received two communications, one from Sharon Mitchell Hegarty regarding Aviation and one from David Voyles regarding contracting practices.

## Reports

No reports from the **Employee Council** or the **Exempt Employee Association**.

### **Student Government of the Associated Students of CWU**

- Civics week – the CLCE and VP of Legislative Affairs, Cassie DuBore, organized Civics Week May 4-7, 2015. Keynote speakers included State Representative Hans Zeiger and Melanie Stambaugh;
- Passport Day – The first Kittitas County/CWU Passport Day was hosted on April 27 in the SURC in coordination with the Kittitas County Clerk's Office;
- Governor Inslee and Senator Patty Murray visits – they met with students to discuss funding for higher education and college affordability;
- Central Class Ring – class rings are now available for purchase; a ring ceremony will be held June 4;
- Student Government Elections – Nine official candidates and two write-in candidates are running for the 2015 general election that occurs May 4-7, 2015;
- Wildcat statue – will be installed on the east patio of the SURC in time for Ellensburg Commencement ceremonies.

### **Faculty Senate**

- In January, February and March the Faculty Senate Curriculum Committee approved 74 new courses, 24 special topics courses, 93 program changes, 272 course changes, 18 reactivated courses, 27 course deletions, 2 program deletions, and 13 courses were put on reserve;
- General Education Committee is in the process of reviewing course proposals for the revised general education requirements that will start Fall 2016. To date the committee has received 172 proposals for consideration;
- Academic Affairs committee is working on policies and procedures for class attendance and student bereavement and reviewing policy pertaining to the Running Start/College in the High Schools program. The committee also reviewed a recent complaint filed with Faculty Senate and an interim report that was received by Faculty Senate on April 22, 2015.

### **LEGISLATIVE UPDATE**

Linda Schactler provided the legislative update for the Board of Trustees.

The Capital Budget looks good. There is agreement in all three budgets with a ballpark of about \$100 million. We have less to celebrate with the Operating Budget. The House and Senate are a long way apart financially and conceptually. There will most likely be a second special session. Linda thanked the government relations team, BFA, FMD, and the students.

### **END OF YEAR RESOLUTIONS**

#### **Trustee Moser was asked to read Resolution 15-01:**

**WHEREAS**, members of the 2014-2015 Associated Students of Central Washington University (ASCWU) Student Government (SG) served with distinction and conducted themselves in a professional manner befitting their leadership positions; and

**WHEREAS**, the SG respected and supported the shared governance process, engaging fully in campus committees, and establishing constructive communication and positive relationships among the ASCWU and students, faculty, staff, administrators, and the community; and

**WHEREAS**, the SG threw their energy and inspiration into establishing new traditions around a Wildcat statue and initiating the first class ring ceremony; and

**WHEREAS**, the SG expanded social media efforts to Twitter and Instagram, and increased student participation in events and in student clubs and organizations; and

**WHEREAS**, the SG created an annual food drive to assist the FISH food bank; and

**WHEREAS**, the SG provided unflagging support for key legislative priorities affecting students, including capital budget funding for Samuelson; and

**WHEREAS**, the SG encouraged students to become involved in discussions about issues that impacted them, to ask questions, and to look for ways to reduce costs;

**BE IT THEREFORE RESOLVED** that this Board of Trustees wishes to publicly express its appreciation to the members of the 2014-2015 ASCWU SG for their dedicated service to Central Washington University and its students, and to wish them well in their future endeavors.

- Yosef Gamble, President
- Nick Shuey, Executive Vice President
- Cassandra Dubore, Vice President for Legislative Affairs
- Jennifer Treadway, Vice President for Academic Affairs
- Phil Rush, Vice President for Clubs and Organizations
- Rob Lane, Vice President for Student Life and Facilities
- Spencer Biallas, Vice President for Equity and Community Affairs

**ADOPTED** and signed this 13th day of May 2015.

Sid Morrison, Chair; Keith Thompson, Vice Chair; Dan Dixon, Ron Erickson, Glenn Johnson, Chris Liu, and Robert Moser

**Motion 15-11:** A motion that the Board of Trustees of Central Washington University hereby approves [[Resolution 15-01](#)] honoring the 2014-15 ASCWU Student Government was presented by Mr. Moser and seconded by Mr. Dixon. The motion was approved.

**Trustee Dixon was asked to read Resolution 15-02:**

**WHEREAS**, the Faculty Senate is the primary means by which faculty collectively share in the governance of Central Washington University by shaping the university's academic environment; and

**WHEREAS**, the Faculty Senate Executive Committee serves a leadership role for the Senate by receiving, evaluating, and directing the disposition of items under Senate consideration; and



**WHEREAS**, the Faculty Senate Executive Committee represents the Senate in discussions with various committees, administrators, and other university groups on issues related to the academic mission of the university; and

**WHEREAS**, the Faculty Senate Executive Committee completed a number of important initiatives during the 2014-2015 academic year that strengthened shared governance by developing mechanisms for faculty input on the operating budget, managing several key disputes related to curriculum, and reviewing and updating the Senate Bylaws and Faculty Code, and

**WHEREAS**, the Faculty Senate Executive Committee continues to focus efforts to insure high quality of academic programs;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Central Washington University extends its grateful appreciation to the Faculty Senate Executive Committee—Katharine Whitcomb, Chair; Lene Pedersen, Chair-Elect; Cody Stoddard; Marv Bouillon; Sathy Rajendran; Bret Smith; Teri Walker and Eric Cheney—for their hard work and dedication in articulating the academic mission of the university as it moves forward to meet its challenges.

**ADOPTED** in a regular meeting assembled this 13th day of May 2015.  
Sid Morrison, Chair; Keith Thompson, Vice Chair; Dan Dixon, Ron Erickson, Chris Liu, Glenn Johnson, and Robert Moser.

**Motion 15-12:** A motion that the Board of Trustees of Central Washington University hereby approves [[Resolution 15-02](#)] honoring the 2014-15 Faculty Senate Executive Committee was presented by Mr. Dixon and seconded by Mr. Liu. The motion was approved.

## **SUBCOMMITTEE REPORTS**

### **Operations – Trustees Dixon and Liu**

No report.

### **Executive Session/Lunch (BOT, Cabinet members, & Assistant Attorney General only) – Barge 304**

An executive session was convened at 12:04 p.m. for the purpose of (1) discussing litigation or potential litigation with legal counsel under RCW 42.30.110 (1)(i); and (2) discussing contracting matters under RCW 42.30.110 (1)(d). The executive session concluded at 1:35 PM.

The regular board meeting re-convened in Barge 412 at 1:41 PM.

### **Academic and Student Life – Trustees Erickson and Moser**

#### **Action – 2015 Faculty Tenure and Promotion**

Dr. Levine explained that State law (RCW28B.35.120) articulates the powers and responsibilities of the Board of Trustees to include employment of all university employees, including promotion and tenure of members of the faculty. Each year the board is asked to approve the recommendations for promotion and tenure, which are the result of an extended and comprehensive process.

*Not all individuals who start a tenure-track persist through the entire process. However those who are promoted through evaluations in years 2 or 3, and again in 4 and five, generally are recommended for tenure.*

Trustees have requested that they be provided information to inform this vote. This year, trustees were able to access, through Faculty 180, evaluations forwarded at each stage of promotion and tenure.

Tenure guarantees continuous appointment within a specific university department. Promotion is the movement from one academic rank to the next, typically from assistant professor to associate professor or from associate professor to full professor. Each process is based on criteria that include performance in teaching, scholarship and service. The cascading criteria include university, college, and departmental standards. There are five consecutive levels of review: department personnel committee, department chair, college personnel committee, dean, and provost, as outlined in articles 9.2 and 22.2 of the collective bargaining agreement (Attachment 1).

This year, 26 faculty submitted records to be considered for promotion and/or tenure. All were recommended for promotion and/or tenure. The faculty members recommended for tenure and/or promotion, effective September 16, 2015 are:

#### Faculty Promotions

Black, Chris, Mathematics, Professor, September 16, 2015  
Burnham, Tim, Nutrition, Exercise & Health Sciences, Professor, September 16, 2015  
Calahan, Scott, Engineering Technologies, Safety & Construction, Professor, September 16, 2015  
Henschel-Pellett, Heidi, Physical Education, School & Public Health, Professor, September 16, 2015  
Lipori, Daniel, Music, Professor, September 16, 2015  
Rieffer-Flanagan, Barbara, Political Science, Professor, September 16, 2015  
Willard, Teri, Mathematics, Professor, September 16, 2015

#### Faculty Promotion and Tenure Granted

Byers-Kirsch, Jan, Educational Foundations & Curriculum, Assoc. Professor, September 16, 2015  
Claar, Chester, Information Technology & Administrative Management, Assoc. Professor, September 16, 2015  
Cook, Wendy, Management, Assoc. Professor, September 16, 2015  
Dechaine-Berkas, Jennifer, Biological Sciences/Science Education, Assoc. Professor, September 16, 2015  
Dormady, Jason, History, Assoc. Professor, September 16, 2015  
Hall, Raymond, Anthropology, Assoc. Professor, September 16, 2015  
Iyengar, Deepak, Finance & Supply Chain Management, Assoc. Professor, September 16, 2015  
Kaspari, Susan, Geological Sciences, Assoc. Professor, September 16, 2015  
Kroll, Todd, Chemistry, Assoc. Professor, September 16, 2015  
McMullin-Messier, Pamela, Sociology, Assoc. Professor, September 16, 2015  
Mulcahy, Michael, Sociology, Assoc. Professor, September 16, 2015  
Pease, Michael, Geography, Assoc. Professor, September 16, 2015  
Provaznik, William, Management, Assoc. Professor, September 16, 2015  
Rajendran, Sathyanarayanan, Engineering Technologies, Safety & Construction, Assoc. Professor, September 16, 2015  
Stoddard, Cody, Law & Justice, Assoc. Professor, September 16, 2015  
Walker, Teri, Teaching Elementary, Adolescent and Young Children, Assoc. Professor, September 16, 2015  
Walsh, Megan, Geography, Assoc. Professor, September 16, 2015

#### Faculty Tenure Granted

Auslander, Mark, Assoc. Professor, Anthropology, September 16, 2015

**Motion 15-13:** Mr. Erickson moved that the Board of Trustees of Central Washington University approve faculty tenure and promotion as recommended by the Provost this day May 13, 2015. Mr. Liu seconded the motion. Motion approved.

**Discussion:**

Mr. Erickson thanked staff for providing additional materials for this process. Due diligence was achieved on this approval.

**Business and Financial Affairs – Trustees Thompson and Johnson  
Information – End of Year Enrollment Update:**

Mr. Johnson introduced George Clark who did an enrollment update, budget planning update, FY 2015 cost versus budget update, and budget module (CatPlan) update. Mr. Clark explained that the budget was built on the most likely numbers that we will achieve for enrollment. The hope is to grow 100 students in FY16 and FY17.

Additional money was invested in first-year programs to improve retention. The goal is to increase the fall freshman to sophomore retention rate from 76% to 83%, and the continuing student year-to-year retention rate to 90%. Enrollment is projected to be down about 30 in FY15, but we are on target to increase by about 111 in FY16.

With regard to budget, the decision was made in December to trim our flight plan to align with flat revenue projections. Several months ago a three-part plan was implemented: exempt salaries were frozen this year and next; each division was asked to take a six to 14-percent budget cut; and Academic and Student Life was asked to develop additional revenue streams. Because we took action early and cut budgets this year, three of the divisions will come in under budget this year, and the fourth division is right on target.

Mr. Clark gave a quick update on the new budget module, CatPlan. We have an RCM/Accountability model in place that is a bottom-up approach. Preliminary budgets were loaded on April 27, which is a couple months earlier than in past years. With this new product we have detailed, account-level budgeting versus only goods and services, monthly budgets versus only annual budgets, and access to many leading practice concepts. Cabinet will identify initial FY16 budget priorities at their retreat on May 27. Budget priorities will then be presented to the Budget and Finance Committee (BFC). BFC will then send recommendations to the president. The budget will be presented and acted on at the July 2015 planning retreat.

**Information – Voluntary Fees**

State law (RCW 28B.15.610) authorized college and university students to voluntarily impose fees or charges upon themselves for a student purpose they identify. Once adopted by the students and approved by the Board of Trustees, the fee is mandatory, unless students subsequently vote to eliminate or reduce it. The RCW reads in part:

*Students are authorized to create or increase voluntary student fees for each academic year when passed by a majority vote of the student government or its equivalent, or referendum presented to the student body or such other process that has been adopted under this section.*

Approval of the proposed fee by the Board of Trustees is required in order to authorize the university to collect the fee from students, to apply student financial aid toward payment of the fee, to make disbursements from the student fee account, and to account for the funds so collected and disbursed.

**CWU has not articulated a process for the adoption of Voluntary Fees** and has used different processes to change or adoption a Voluntary Fee, although this process is now being defined.

**CWU students have adopted four fees using this RCW:**

#### **Athletics**

- In 1997 students approved a fee of \$35 per quarter in order to “ensure the future of a quality Athletics Program.” Students voted to increase the fee to \$42 per quarter in 2009. In June 2014, the Board of Directors of the Associated Students of CWU (ASCWU) voted to increase the athletic fee by \$9 per quarter in academic year 2013-14 (\$51 per quarter) and \$5 per quarter in academic year 2014-15 (\$56 per quarter).

#### **Student Union Building and Recreation Center**

- In 2001-2002 students approved two fees to fund the construction of the SURC. Quarterly fees of \$64.00 for the Union Building and \$95.00 for the University Recreation Center were enacted in 2006-2007 when the SURC opened.

#### **Washington Student Lobby Initiative**

- In 2008 students approved a \$2.00 **annual** fee to fund participation in the Washington Student Lobby.

#### **Math and Writing Tutoring Fee**

- In 2014 students approved a \$5.00 quarterly fee to support peer tutoring for all students in the Learning Commons Math and Writing Center.

**Voluntary fees that have been proposed and rejected** include a \$1 annual fee to fund legal services deemed necessary by the ASCWU-BOD. Students rejected this proposal in 2012.

**This year, a Voluntary Fee to establish a Student Arts Fund** is on the student ballot as this report is being prepared. The fee would impose:

*“...A \$50 per quarter fee on all full-time students on the Ellensburg Campus, pro-rated for part-time students, establishing an Arts Fund to support a Fine and Performing Arts and Speaker Series as well as expanded co-curricular and extra-curricular activities in the programs of Creative Writing, Dance, Film and Video Studies, Fine Arts, Music, and Theatre Arts.”*

The fee proposal comes amidst fear of continued state funding cuts and uncertainty about funding in general, and after several years of budgetary constraint. As a result, the proposal has launched a robust discussion across campus about the appropriate role of a once-obscure fee provision in a climate of fiscal constraint. The proposal also has prompted other units to consider whether they ought to propose the next Voluntary Fee.

Mr. Johnson stated that we must think strategically regarding fees. He asked that Mr. Clark poll his counter parts at the other universities to see what they do with fees. A follow up fee discussion will take place at a subsequent board meeting.

**Next Meeting:**

Chair Morrison announced that the next meeting of the Board of Trustees is the annual planning retreat, July 23-24, 2015, in Spokane, WA.

Sid thanked Robert Moser for his service on the board.

The meeting adjourned at 2:32 p.m.



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Linda Schactler, Secretary to the  
Board of Trustees  
Central Washington University



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Sid Morrison, Chair  
Board of Trustees  
Central Washington University