



BOARD OF TRUSTEES

Board of Trustees Minutes

Approved May 14, 2021

**Board Meeting (conducted virtually and streamed live & recorded at media.cwu.edu)
February 25, 2021**

February 25, 2021

EXECUTIVE SESSION

The board convened in executive session at 1:03 p.m. for 30 minutes as allowed per RCW 42.30.110 (i). At 1:30 p.m. the executive session was extended an additional 10 minutes. The executive session ended at 1:40 p.m.

Trustees Present :

Ron Erickson, Chair
Robert Nellams, Vice Chair
Erin Black
Ray Conner
Gladys Gillis
Jeff Hensler
Zabrina Jenkins
Nate McMillion

Staff to the Board:

James Gaudino, President
Linda Schactler, Board Secretary & Chief of Staff
Joel Klucking, Board Treasurer & Vice President for Business & Financial Affairs
Kim Dawson, Executive Assistant to the President/Board of Trustees
Alan Smith, Assistant Attorney General

Executive Faculty & Staff:

Michelle DenBeste, Provost/Vice President for Academic & Student Life

BUSINESS MEETING

Chair Erickson convened the board meeting at 1:41 p.m. Ms. Schactler took roll to confirm that a quorum of the Board was present.

Approval of Agenda

Motion 21-04: Ms. Gillis moved that the Board of Trustees of Central Washington University approve the agenda of the meeting of February 25, 2021. Mr. Nellams seconded the motion, which the board unanimously approved.

Approval of Minutes

Motion 21-05: Ms. Gillis moved that the Board of Trustees of Central Washington University approve the minutes from the meetings of Oct 29-30, 2020, Nov 13, 2020, Dec 18, 2020, and Jan 14, 2021. Mr. Nellams seconded the motion. The motion was approved.

PUBLIC COMMENT

- Chris Mattinson, Chair, Department of Geology, commented as a Geology faculty member and chair on CWU's challenges related to COVID-19 and the recent budget recalculations.

FALL 2021 OPENING PLAN

Provost DenBeste presented on the plans for opening in the fall. She explained that planning is well underway for a near-normal fall quarter, 2021. CWU is making several assumptions, which have been discussed with our county health partners and which are beginning to be discussed with university constituencies.

Assumptions:

1. Traditional academic schedule with fall quarter running September 22 to December 10,
2. Most students and employees will be back on campus,
3. Residential halls will be near capacity, with Munson Hall retained as quarantine space,
4. Vaccinations will be widely available to all who wish to be vaccinated,
5. Physical distancing requirements will be relaxed,
6. Mask wearing will continue to be mandatory, at least for the beginning of the fall quarter.

Many questions remain about fall planning and our planning team continues to prepare for a variety of scenarios.

BUDGET STATUS AND FORECAST

Enrollment Forecast

Vice President Hibbard began with a short enrollment forecast. He reported that it has been another unprecedented cycle in college enrollment, nationwide. The fall 2020 first-year, term-to-term persistence rate dropped from 93 percent to 87 percent compared to last year's first-year cohort. Despite these challenges, enrollment figures were in line with the 5.1-percent overall decline in fall 2020. Enrollment for winter quarter 2021 is 10,526 graduate and undergraduate students, a drop of 606 students over last year (-5.4 percent). These figures include students with admit types of first-year, transfer, post-baccalaureate, re-admit, and graduate.

Winter enrollment in high school dual credit programs (Running Start and College in the High School) experienced a year-over-year increase of 21.9 percent: from 823 in winter 2020 to 1003 in winter 2021.

Currently, 8,111 first-year students have applied for fall 2021, a 2 percent increase over last year. The next application-completion campaign will conclude March 1, 2021 and will have generated most of our first-year applications.

To date, CWU has admitted 6,556 first year students, a 4-percent decrease over last year. Additionally, 1,086 students have committed, vs 1,125 prior year (a 3-percent decrease). Overall, these figures are encouraging, given significant changes in our recruitment strategies due to the pandemic.

Financial Position and Forecast

Vice President Klucking reported that seven months into the current fiscal year, CWU's operating budget shows the widespread impacts of the pandemic on operating revenues. The budget enacted by the Board in July assumed a \$25-million reduction in operating revenues. Now, the reduction has increased to nearly \$50 million. This is due largely to the impact of having fewer students living, eating, shopping, and seeking entertainment on campus. As well, a 5-percent decline in enrollment has had a significant impact on tuition and fee revenue.

Operating expenses are also down significantly, but not enough to offset the reduction in revenues, so without federal or state assistance the university will experience a \$12-million operating loss. Summer furloughs, FTE reductions, layoffs and reductions in goods and service spending have met or exceeded planned cost-reduction plans. However, the unplanned costs directly attributable to COVID-19 such as PPE, testing, and disinfecting have offset savings.

In spite of these very challenging circumstances, the budget outlook remains cautiously optimistic. CWU will receive federal assistance through the recent Coronavirus Response and Relief Supplemental Appropriations Act of 2021, and the governor's proposed budget had some encouraging signs, both in the biennial operating and capital budgets.

PRESIDENT'S REPORT

Long-term budgeting considerations. As CWU adjusts to new budget challenges, it will be important for the university to look forward rather than backward to the "pre-COVID" budget. CWU's reality lies ahead of us, not behind. For the past decade, CWU has embraced a long-term budget-planning philosophy. Anticipating budget opportunities and challenges has helped us prepare for the digital world that has overtaken everything we do, and carried us through two of the worst financial challenges ever to face this institution: the Great Recession and the coronavirus pandemic. As CWU emerges from the pandemic, we must be thinking about key investments necessary to ensure the university's ability to deliver relevant, efficient, and compelling educational content and services.

Approval of Development of Long-Term Investment Recommendations

Motion 21-06: Mr. Conner moved that the Board of Trustees of Central Washington University direct staff to develop and present at the May board meeting, recommendations for long-term investment. Ms. Gillis seconded the motion. The motion was approved.

Facilities Financial Sponsorship Matrices. The Department of University Advancement, in consultation with university partners, has developed a matrix to guide the financial sponsorship of two new facilities, the \$53.5-million Health Sciences facility, due to open January 2022, and the \$61-million Health

Education project, the renovation of and addition to Nicholson Pavilion. The matrices outline the cost to benefactors of naming various facilities and these charitable contributions are managed by University Advancement. The actual facility name, however, must be authorized by the president or the Board of Trustees.

Communications. The president noted communications from the Associated Students of CWU and from the Faculty Senate.

ACTION AGENDA

Approval of Consent Agenda

The formal recognition for our faculty and staff is contained in our consent agenda.

Motion 21-07: Mr. Nellams moved that the Board of Trustees of Central Washington University hereby approves the consent actions items submitted February 25, 2021. Ms. Black seconded the motion. The motion was approved.

Approval of Financial Sponsorship Plan for Health Education Building

Motion 21-08: Ms. Black moved that the Board of Trustees of Central Washington University hereby approves the financial naming roster for the new Health Education Building as presented. Mr. Hensler seconded the motion. The motion was approved.

Approval of Financial Sponsorship Plan for Health Sciences Building

Motion 21-09: Ms. Black moved that the Board of Trustees of Central Washington University hereby approves the financial naming roster for the new Health Sciences Building as presented. Ms. Gillis seconded the motion. The motion was approved.

Approval of Technology Fee Adjustment

Motion 21-10: Mr. Nellams moved that the Board of Trustees of Central Washington University hereby restores the temporarily reduced Technology Fee to its original level, \$30 per student per quarter, beginning spring quarter 2021. Mr. Conner seconded the motion. The motion was approved.

Approval of Housing and Dining Fee Increase

Motion 21-11: Mr. Conner moved that the Board of Trustees of Central Washington University hereby approves the Auxiliary Services Housing and Dining maximum rate increase, not to exceed five percent in the aggregate, for fiscal year 2022. Ms. Gillis seconded the motion. The motion was approved.

Endorsement of Fall 2021 Opening Plan

Motion 21-12: Mr. Nellams moved that the Board of Trustees of Central Washington University endorses the recommendation of the CWU COVID Planning Team and hereby endorses the 2021 Fall Opening Plan this day February 25, 2021. Mr. McMillion seconded the motion. The motion was approved.

Approval of BS Data Science

Motion 21-13: Mr. Nellams moved that the Board of Trustees of Central Washington University endorses the recommendation of the Faculty Senate (Motion No. 19-67 and Motion No. 20-06) and hereby approves the Bachelor of Science Data Science this day February 25, 2021. Ms. Gillis seconded the motion. The motion was approved.

The next regularly scheduled meeting of the board will be in May, on the 13th and 14th.

Meeting adjourned at 3:21 p.m.



Linda Schactler, Secretary to the
CWU Board of Trustees



Ron Erickson, Chair
CWU Board of Trustees