

AGENDA
MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 3, 1988 1:30 P.M. OLD MAIN 340
All items are subject to possible action

1. Approval of the minutes of the October 6, 1988 Board Committee Meeting
2. Business and Financial Affairs
 - a) Consultant Contract for Programming and Pre-planning of new Residence Hall (recommended action)
 - b) Associated Students' Co-op Bookstore Audit
 - c) Housing and Dining Audit
 - d) Preliminary WWU Financial Report 1987-88
3. Academic Affairs

Report on Assessment by Dr. Robert Thorndike, Professor of Psychology, Acting Director of Testing Center
4. Items from the Associated Students
5. Items from the Faculty Senate

Distribution of Faculty Salary Increase effective January 1, 1989 (recommended action)
6. Items from the President and Vice Presidents

Dr. Larry Large, Vice President for Public Affairs & Development, University of Oregon
7. Items from the Board
8. Executive Session
9. Personnel Items (recommended action)

MINUTES
MEETING OF THE BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
NOVEMBER 3, 1988 OM 340

CALL TO ORDER

Vice Chair Martha Choe called the meeting to order at 1:30 p.m. She announced that Chair Craig Cole had asked to be excused for a short time and would join the meeting while in progress.

ATTENDANCE

Board of Trustees

Charlotte Chalker
Martha Choe, Vice Chair
Craig Cole, Chair
Irwin LeCocq
Gordon Sandison
Larry Taylor, Secretary

Western Washington University

Wendy Bohlke, Assistant Attorney General
Tammy Fleming, President, Associated Students
Richard Francis, Secretary, Faculty Senate
Albert Froderberg, Vice President for External Affairs
Penny Glover, Administrative Assistant/Secretary to the Board
Peter Harris, Vice President for Business and Finance
Samuel Kelly, Provost/Vice President for Academic Affairs
Kenneth P. Mortimer, President
Saundra Taylor, Vice President for Student Affairs

Vice Chair Choe announced that she and Chair Cole had recalled the tragic accident that took the lives of President G. Robert Ross, Vice Presidents Donald Cole and Jeanene DeLille on November 4, 1987, and felt it appropriate today to commemorate the one year anniversary of our loss with a moment of silence.

1. APPROVAL OF THE MINUTES

The minutes of the meeting of the Board of Trustees of Western Washington University, held October 6, 1988, were approved as submitted.

2. BUSINESS AND FINANCIAL AFFAIRS

Consultant Contract For Programming and Preplanning of New Residence Hall

MOTION 11-1-88 Irwin LeCocq moved, seconded by Gordon Sandison, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a professional services contract to Advance Planning and Research for Architecture of Seattle, Washington, for a fee not to exceed \$68,400 to provide programming and preplanning for a new residence hall.

The motion passed unanimously.

Associated Students' Co-op Bookstore Audit

The university received the 1987-88 external audit for the Bookstore from the CPA firm of Moss Adams. The audit does not present any negative findings or recommendations. Copies of the audit report are on file in the office of Business and Financial Affairs.

Total Bookstore sales exceeded \$4 million for the first time in its history. The Bookstore rebates a portion of its revenue to

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students through point-of-purchase discounts. The discount rate averages 11% of gross sales.

The Bookstore has operated a substore for Whatcom Community College since 1985, with sales of \$221,000 during the past year.

Western's Bookstore manager, George Elliott, who was named as the nation's best store manager by the National Association of College Stores in 1985, continues to do an excellent job.

Housing and Dining Audit

The university has received the external audit for the Housing and Dining System from the CPA firm of Moss Adams. The report, which covers the annual period ending 6/30/88, was released with no negative findings. The accompanying financial statements reflect a strong financial position.

Copies of the audit reports are available in the office of Business and Financial Affairs.

Preliminary Financial Report, 1987-88

A draft report of the 1987-88 Annual Financial Report for Western Washington University was presented to the Board. The report represents an accounting of all funds for which the Board of Trustees is responsible. The accounts of the university are maintained in accordance with policies and regulations promulgated by the State of Washington and its Office of Financial Management.

3. ACADEMIC AFFAIRS

Dr. Robert Thorndike, Professor of Psychology and Acting Director of the Testing Center, gave a report on Assessment Activities. The 1987 Legislature included an appropriation of \$96,000 in the 1987-89 biennial budget for Western Washington University for conducting value-added testing. Although funds to conduct assessment activities were first received on July 1, 1987, the institution had been engaged in various assessment activities for many years. As a result of the legislative appropriation, some of these activities were enhanced, new activities were undertaken, and others were completed. Dr. Thorndike's report described the assessment activities that have recently been completed, are currently in progress, and are contemplated in the near future at Western.

4. ASSOCIATED STUDENTS

Tammy Fleming, President, Associated Students reported that the students are off to a good start Fall Quarter. One of their accomplishments was involving approximately 1200 students in requesting absentee ballots or registering to vote.

5. FACULTY SENATE

Distribution of Faculty Salary Increase effective January 1, 1989

MOTION 11-2-88 Larry Taylor moved, seconded by Gordon Sandison, that the Board of Trustees of Western Washington University approve the distribution of 7.493% faculty salary increase effective January 1, 1989 as follows: (1) steps to eligible faculty; (2) cost of living; (3) merit.

The motion passed unanimously.

Richard Francis explained that this distribution is in conformity with the Faculty Handbook.

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6. REPORT FROM THE PRESIDENT

President Mortimer introduced Dr. Larry Large, Vice President for Public Affairs and Development at the University of Oregon. Dr. Large was invited to campus as a consultant on advancement efforts.

Dr. Large met with personnel in the Advancement Office, several faculty members, staff and various administrators to assess university needs in private fund raising to enhance current development programs.

President Mortimer announced the December 1, 1988 Board of Trustees meeting will be held in Tacoma. Western plans to hold meetings around the state to develop a high profile in those communities and make them aware of the educational opportunities Western Washington University offers to their students. There will be visits to the high schools in each area and meetings with the community leaders. President Mortimer expressed thanks to Trustee Charlotte Chalker for her assistance in organizing the events for Tacoma in December.

President Mortimer reported that, as instructed by the Board of Trustees earlier this year, guidelines for the institution's diversity funds are now being finalized. The Board instructed administrators to move ahead and develop programs that would provide incentives to hire women and minority faculty members. Two separate funds have been set up under the administration of Dr. Sandra Taylor. Those guidelines will be distributed in the near future.

President Mortimer reported that the search for Provost/Academic Vice President is moving along with over 150 nominees/applicants.

Fall enrollment stands at 9,830; therefore, Winter Quarter and Spring Quarter enrollments have been closed to comply with the legislative mandate. Exceptions will be made on a case-by-case basis and only for very special conditions.

The President is accepting nominations/applications for the Commission for Women. One of the commission's first tasks will be to work with the President to implement recommendations in the final report of the Sexual Harassment Task Force.

7. ITEMS FROM THE BOARD OF TRUSTEES

Vice Chair Choe extended greetings from President Eto of Asia University in Tokyo, Japan. Ms. Choe had the opportunity to visit Asia University in October and meet with several of their key faculty members as well as President Eto. Asia University continues to be very excited about our exchange program and they are looking forward to President Mortimer's visit in November.

8. EXECUTIVE SESSION

At 3:20 p.m. Vice Chair Choe announced that the meeting would recess into executive session for approximately 25 minutes to discuss legal and personnel items.

RECONVENE

The Board reconvened in open meeting at 3:50 p.m. and took the following personnel action.

9. PERSONNEL ITEMS

MOTION 11-3-88 Gordon Sandison moved, seconded by Irwin LeCocq, that the Board of Trustees of Western Washington University approve the appointments and leaves-without-pay as submitted.

The motion passed unanimously.

NEW APPOINTMENTS

- Bruno-Jofre, Rosa Del Carmen; Lecturer, Department of Educational Administration and Foundations. Full-time, nontenure-track appointment starting Fall Quarter, 1988. Licenciada en Historia, Teaching Certificate, Universidad Nacional Del Sur, Ph.D., University of Calgary.
- Christelow, Allan; Lecturer, Departments of History and Liberal Studies. Part-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., Stanford University; M.A., Ph.D., University of Michigan.
- Fly, Mark; Lecturer, Department of Physical Education, Health and Recreation. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., M.A., Middle Tennessee State University; M.S., Ph.D., University of Michigan.
- McDaniels, Timothy; Lecturer, Huxley College. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., University of Minnesota; M.A., Simon Fraser University; Ph.D. Candidate, Carnegie Mellon University.
- Phillips, Carol; Lecturer, Department of Educational Curriculum and Instruction. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., M.A., Western Washington University.
- Reid, Gregory; Visiting Assistant Professor, Department of Mathematics. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.S., M.S., University of Otago, Ph.D., University of Waikato.
- Wheat, Ellen Harkins; Visiting Assistant Professor, Department of Art. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., B.F.A., M.A., Ph.D., University of Washington.
- Zalubowski, Sonya; Visiting Assistant Professor, Department of Journalism. Full-time, nontenure-track appointment starting Fall Quarter, 1988. B.A., University of Wisconsin, M.S., University of Illinois.

REAPPOINTMENTS

- Bornzin, Gary; Assistant Professor, Fairhaven College. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Feingold, David; Lecturer, Department of Music. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Frome, Michael; Lecturer and Environmental Journalist-in-residence. Full-time, nontenure-track appointment for the 1988-89 academic year.
- Johnson, Mildred J.; Lecturer, Department of Mathematics. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Kalpakian, Laura; Visiting Professor, English Department. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Kirkman, Susan; Lecturer, Department of Home Economics. Full-time, nontenure-track appointment for the 1988-89 academic year.

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- Kupka-Schutt, Lou; Lecturer, Department of Home Economics. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Livingston, Mary; Lecturer, Department of Educational Administration and Foundations. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Matthews, Robin; Lecturer, Huxley College. Full-time, nontenure-track appointment for the 1988-89 academic year.
- Mills, Perry; Assistant Professor, Department of Theatre and Dance. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Mitchell, Patricia; Lecturer, Department of Home Economics. Part-time, nontenure-track appointment for the 1988-89 year.
- Morris, Jack; Lecturer, Department of Music. Full-time, nontenure-track appointment for the 1988-89 academic year.
- Nickell, Richard Hunter; Lecturer, Department of Educational Administration and Foundations. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Reisser, Linda; Lecturer, Department of Educational Administration and Foundations. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Rochon, Donna F.; Lecturer, Department of Mathematics. Part-time, nontenure-track appointment for the 1988-89 academic year.
- Schulz, Cynthia; Lecturer, Department of Educational Administration and Foundations. Full-time, nontenure-track appointment for the 1988-89 academic year.

LEAVES-WITHOUT-PAY

- Diers, Carol; Professor of Psychology. Changing from full-time to 2/3 quarter time for the 1988-89 academic year for Educational purposes. Professor Diers will be spending time planning course material, and utilizing some time to observe animals in their natural habitat.
- Ellis, Ross; Professor of Geology. Educational leave for the 1988 Fall Quarter. Professor Ellis will utilize this time to further investigate a new field mapping area in the Henry Mountains of Utah.
- Gamlen, Sara; Associate Professor of Mathematics. Professor Gamlen is returning from sick leave to teach half-time for Fall Quarter, 1988.
- Riffey, Meribeth; Associate Professor of Biology. Due to health reasons, one-half time leave without pay Spring Quarter, 1989.
- Watkins, Gavin; Assistant Professor of Mathematics. Non-Educational leave for Winter and Spring Quarters of the 1988-89 academic year.
- Weiner, Ruth; Professor at Huxley College, Educational leave for the 1988-89 and 1989-90 academic years. Dr. Wiener will be working with the Center for Nuclear Waste Regulatory Analysis in Washington D.C.

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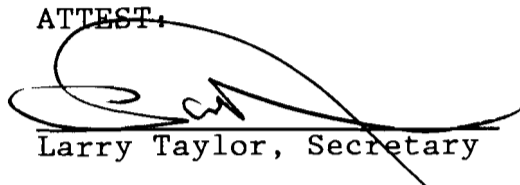
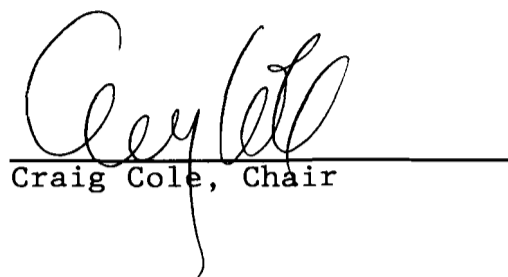
CHANGE IN APPOINTMENT

- Shen, Yun-qi; Visiting Assistant Professor, Department of Mathematics, full-time. Revised contract, change appointment from tenure-track, to nontenure track due to foreign faculty status.

ADJOURNMENT

The meeting was adjourned at 4:00 p.m.

ATTEST:


Larry Taylor, Secretary
Craig Cole, Chair