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**Board of Trustees Minutes****Regular Meetings****May 18-19, 2017*****Approved July 21, 2017***

May 18, 2017**3:00-4:00 PM – SOURCE - SURC**

On Thursday, May 18, trustees met from 3:00 - 4:00 PM at the CWU Student Union and Recreation Center to meet students and faculty participating in the Symposium Of University Research and Creative Expression (SOURCE).

The annual SOURCE showcases all disciplines of research, scholarly work, and creative activities by undergraduate and graduate students, faculty, and staff of all of the campuses of CWU. This year marks the 22nd year of SOURCE, which has grown from 20 poster presentations by physics students, to a three-day event with more than 600 student presenters from all departments and programs. SOURCE presenters also include high school students from the surrounding community. Student presenters are evaluated by at least two anonymous judges, and the top 5 to 8 percent receive awards.

In addition, students and mentors can be nominated for the James and Katie Gaudino SOURCE awards and the Mentor of the Year award, sponsored by the United Faculty of Central. These prestigious awards are given at the SOURCE dinner, which features performances and presentations by previous award-winners. Many faculty incorporate attending SOURCE into their teaching, giving all students the opportunity to see the wide array of research activities that their peers are engaged in and cultivating future presenters. With more than 6,000 attendees, SOURCE engages people from across the university and the community.

The organizer of this two-day event was Dr. Anne Egger, assistant professor in geological sciences and science education, and Director of the Office of Undergraduate Research.

4:00-4:30 PM – Board Work Session – Barge 412

Chair Thompson called the meeting to order at 4:03 PM.

Board Members Present:

Keith Thompson, Chair
Ron Erickson, Vice Chair
Erin Black
Dan Dixon
Glenn Johnson
Chris Liu
Robert Nellams (via phone)

Absent:

Joseph Knight

Staff Members Present:

James Gaudino, President
Linda Schactler, Chief of Staff, Secretary to the Board
Joel Klucking, Vice President for Business and Financial Affairs, Treasurer to the Board
Kim Dawson, Executive Assistant to the President and Board of Trustees
Alan Smith, Assistant Attorney General
Joseph Han, Vice President for Operations
Katherine Frank, Vice President for Academic and Student Life
Sharon O’Hare, Vice President for Enrollment Management

Information – Association of Governing Boards Follow-up Discussion

In April, the members of the Board of Trustees attended the annual conference of the Association of Governing Boards (AGB) in Dallas, Texas. The conference covered a wide range of topics intended to optimize board operations, to inform governance structures, and to prepare governing boards to deal with emerging higher education academic, finance, and operational issues. As a follow-up to the AGB meeting, the board discussed strategies drawn from the conference to improve board and university operations.

EXECUTIVE SESSION

Trustees Present:

Keith Thompson, Chair
Ron Erickson, Vice Chair
Erin Black
Dan Dixon
Glenn Johnson
Chris Liu
Robert Nellams (via phone)

Staff Present:

James Gaudino, President
Linda Schactler, Chief of Staff / Secretary to the Board
Joel Klucking, Vice President for Business and Financial Affairs, Treasurer to the Board
Katherine Frank, Vice President for Academic and Student Life
Alan Smith, Assistant Attorney General

An executive session was held for the purpose of discussing issues related to litigation and personnel per RCW 42.30.110. The executive session convened at 4:30 p.m. and was extended one time for another five minutes. The executive session adjourned at 5:20 PM

Board and Cabinet members gathered for a social dinner at the 1891 Bistro at 5:30 p.m. No business was conducted.

May 19, 2017

REGULAR MEETING

Chair Keith Thompson called the official business meeting to order in Barge 412 at 9:02 a.m.

Board Members Present:

Keith Thompson, Chair
Ron Erickson, Vice Chair
Erin Black
Dan Dixon
Glenn Johnson
Chris Liu
Robert Nellams

Absent:

Joseph Knight

Staff Members Present:

James Gaudino, President
Linda Schactler, Chief of Staff, Secretary to the Board
Joel Klucking, Vice President for Business and Financial Affairs, Treasurer to the Board
Kim Dawson, Executive Assistant to the President and Board of Trustees
Alan Smith, Assistant Attorney General
Joseph Han, Vice President for Operations
Katherine Frank, Vice President for Academic and Student Life
Sharon O’Hare, Vice President for Enrollment Management

Special Guests:

Sid Morrison, former chair, CWU Board of Trustees
Joan Kraft, guest of Mr. Morrison

Approval of the Agenda

Motion 17-16: Mr. Liu moved that the Board approve the agenda of the meeting of May 19, 2017. Mr. Erickson seconded the motion, which was approved.

Approval of Minutes

Motion 17-17: Mr. Dixon moved that the Board of Trustees of Central Washington University approve the minutes of the regular meetings of March 30-31, 2017, which was seconded by Mr. Erickson. Motion approved.

Special Award Presentation

The board dedicated Barge 412 to former chair of the Board of Trustees, Sid Morrison. The naming of the room honors Mr. Morrison’s service to the university and to the State of Washington.

Mr. Morrison has been associated with this university for many years, first as a member of congress representing the fourth district, then as a trustee of the board, and then as chair of the board. As chair, he led us through some very trying times and helped maintain a collegial and collaborative climate that served this board well and continues to be the standard to which we hold ourselves.

He served as a member of both the state House and Senate and then as a representative in the US Congress. He is the former Secretary of Transportation for this state and a member of the governor’s cabinet. He’s been a central figure in energy resource management and water resource development—both of which require mastery in politics and statesmanship!

Sid has been a powerful advocate for educational opportunity for first-generation and underserved students. He's been a strong supporter of the liberal arts and free speech. His signature leads the list of students, faculty, and administrators who signed a university statement in support of the DREAM Act in 2011—long before the state approved its DREAM act or the federal government set up DACA. Under his leadership, CWU created new student scholarship-matching programs with the Washington Apple Education Foundation and Latino/a Educational Achievement Project. We wanted a lasting way to commemorate Sid's service to the state generally and Central, specifically.

PRESIDENT'S REPORT

Celebrations

Distinguished Professors

Sathy Rajendran, Faculty Senate Chair, introduced the 2017 distinguished professors:

- Elaine Glenn – Distinguished Non-Tenure Track Faculty Award for Teaching
- Patrick Lubinski – Distinguished Professor for Teaching Award
- Jason Knirck – Distinguished Professor for Research Award

Distinguished Service & Emeritus Faculty

Katherine Frank, Provost, introduced the following nominees for emeritus faculty status and distinguished civil service status:

- **Cory Gann**, professor of Education, Development Teaching and Learning, will retire July 1 with 23 years of service to Central Washington University. Dr. Gann has been the program director for Teacher Education at CWU Des Moines for 11 years. He has also co-chaired the Diversity and Equity Committee for 15 years.
- **Teri Willard**, professor of Mathematics, will retire June 15, 2017 with 13 years of service to Central Washington University. Dr. Willard came to CWU in 2004 and immediately began strengthening the courses we offer for future elementary teachers. She helped develop curriculum that became the foundation for our Middle Level Mathematics Teaching program.
- **Celia Johnson**, registered nurse, Student Medical and Counseling Clinic, retired October 31, 2016 with 29 years of services to Central Washington University. Her dedication to students has been invaluable.
- **Cyndie Strawder**, program support supervisor 2, Health Sciences, will retire July 1, 2017 with 10.5 years of service to Central Washington University.

Joseph Han, Vice President of Operations, introduced the following nominees for distinguished civil service and administrator status:

- **Sandy Sperline**, program supervisor 1, Information Services, will retire July 1, 2017 with 15 years of service to Central Washington University. In the 15 years that Sandy has been here she has transformed computer lab support in to a well-oiled machine, reducing the SA staff from 107 to just 24.

- **James Patrick Nahan**, Manager of Engineering Services & Resource Conservation, Facilities Management, will retire June 15, 2017 with 29 years of service to Central Washington University. During his tenure, CWU has been recognized for its strong record of energy conservation and has compiled the best record of conservation of any public institution of higher education in the State of Washington.

Approval of the Consent Agenda

Motion 17-18: Mr. Dixon moved to approve distinguished and emeritus status for individuals named in the consent agenda, submitted to the Board of Trustees of Central Washington University on May 19, 2017. Mr. Erickson seconded the motion, which carried unanimously.

Congratulations and Farewell:

- **Patricia Cutright**, Dean of Libraries, 2010-2017, will retire August 4, 2017. In addition to digitization of library content and services through Media Amp and ScholarWorks, she has received several grants and awards while at Central Washington University.
- **Stacey Robertson**, Dean, College of Arts and Humanities, 2015-2017, is departing CWU to become Provost and Vice President for Academic Affairs at State University of New York at Geneseo. Dr. Robertson founded the Social Justice & Human Rights Dialogue and is a strong advocate of the Arts.

Other Celebrations / Points of Pride:

- **Jonathan Chi, mental health counseling graduate student**, received the Governor's Award: a statewide honor given to three students chosen from a pool of top student service leaders from Washington public four-year institutions. Chi's award is in recognition of his research of light boxes and their use in the treatment of seasonal affective disorder (SAD), in addition to his execution in making four boxes available for student use.
- **Joe Han, Vice President of Operations**, received the National Association of Physical Plant Administrators (APPA) Fellow Award. This award is the highest award for individual achievement. It recognizes individuals for accomplishments in the field of educational facilities management, as well as, for expectations for continuing involvement in APPA's leadership program through research and mentoring.
- **Aaron Montgomery, Professor of Mathematics**, received the Distinguished University Teaching of Mathematics Award from the Mathematical Association of America, Northwest section. This award is for teachers of mathematics who are widely recognized as extraordinarily successful.
- **Teri Olin, Bret Bleggi & student designer, Ryan Moffat**, received a gold medal from the 2016 National Collegiate Advertising Awards for the new "welcome" enrollment recruitment campaign. CAA is an elite national program created to honor talented marketing professionals for outstanding excellence in all forms of advertising, marketing and promotion specific to higher education products and services.
- **Stacy Swayze, Information Technology Specialist 3, Information Services**, was named Supervisor of the Year.
- **Katie Klein**, was selected as the Student Employee of the Year.
- **The Student Employee Team of the Year** was the Physics Pals/Learning Support Services. Team members include: Jason Arakawa, Phuc Chau, Alex Higgins, Jeremy Klarich, Griffin Running, and Berlie Walker.

- The following students completed the Wildcat Student Employment Leadership Program: Ruth Camacho, Courtney Caswell, Justin Caswell, Phuc Chau, and Angelico Patricio.

Reports

Employee Council

Lidia Anderson, Chair of the Employee Council (EC), reported that EC employees of the month for April, May and June were Lisa Montgomery, Justin Jenkins and Jo Ann Ryan respectively. The employee of the year will be announced on May 24. The Employee Tuition Waiver Taskforce continues to meet. They have reviewed the use and cost of the current waiver over the last academic year. The group will be creating a projected impact report and will survey staff for feedback in the coming months.

Exempt Employee Association

Joey Bryant, Chair of the Exempt Employee Association (EEA), reported that the exempt employees of the month for March, April and May were Holly Williams, Jen Rentz-Hammond and Heather Harrell respectively. The group is currently working on exempt code changes: holiday eligibility, clarifying cyclic appointments, and updating language regarding shared leave donations. They continue to collaborate with Employee Council on the Employee Tuition Waiver process.

Faculty Senate

The faculty senate committees continue their work. The curriculum committee is reviewing new programs, program changes, one program deletion. They also have some new courses, changes in courses and special topics to review. The academic affairs committee is working on interdisciplinary program policy language. The course syllabi policy was approved by Faculty Senate on May 3. A review is underway of all academic policies under 5-90 for accuracy and consistency. The evaluation and assessment committee just finished receiving responses to the Faculty Assessment of Academic Administrators on May 4. The committee will review the data and forward to the administrators by the end of the month. The response rates are up for Student Evaluations of Instructions. The general education committee is currently reviewing the student petition policy and procedure. Faculty Senate approved the revised Gen Ed rules, implementation guidelines and outcomes. The budget and planning committee attend the budget summits and are conducting an RCM/ABB faculty perception survey now. The bylaws and faculty code committee is conducting a holistic review of the Faculty Code for consideration next fall. The draft code language on votes of no confidence goes to the Senate on May 31.

Inclusion and Diversity

President Gaudino reported that CWU employees participated in DiversityEdu training. As of April 28, this training has been completed by 1136 employees. In the coming year, four follow-up training modules will be offered. Some of the initiatives that occurred since March include:

- Northwest Immigration Rights Project discussion of new policies proposed by the current U.S. administration;
- David Altheide, Emeritus Regents' professor, School of Justice and Social Inquiry at Arizona State University, examined current security issues surrounding fear and terrorism.
- Performance of World without Walls, which explored the richness of Mexican culture and featured the Bailadores de Bronce of Seattle and Ballet Folklorico Los Bailadores Del Sol Central Washington.
- Raza graduation celebration was attended by over 71 LatinX graduates and their families. Several more graduation celebrations are coming up: Lavender, BSU and FASA graduations.

PUBLIC COMMENT

No one signed up for public comment on May 19, 2017.

SUBCOMMITTEE REPORTS

Academic and Student Life – Trustees Erickson and Black

Information – Provost’s Report

Strategic Planning: Work continues on strategic plans for units, the development of a strategic planning web page, and ensuring faculty and staff have the resources needed to complete this important work. The overall planning process emphasizes the importance of comprehensive institutional understanding of and reflection on mission fulfillment and core themes. In addition, work is focusing on aligning unit-level planning with the university strategic plan.

NWCCU Reaffirmation of Accreditation: Preparation for the 2018 accreditation site visit continues and work is on track for drafting of standards, web site development, campus communication, and formation of the Accreditation Self-Study Team.

Baccalaureate Task Force: Workgroups continue to meet. Report templates have been finalized and will be used for preliminary reports in preparation for the Board Retreat in July 2017.

General Education Redesign: The General Education Redesign project has progressed along the published timeline. The timeline, guiding philosophy, program goals, framework, and learning outcomes have been approved. Course development and framework population will follow.

Specialized Accreditation and Program Review: In addition to university accreditation through the Northwest Commission for Colleges and Universities, CWU maintains discipline-specific accreditation for colleges and programs. In addition, we also require that programs undergo a comprehensive review every seven years. Upcoming academic specialized accreditation: AABI, ABET, and CoAEMSP. Active program reviews: history, physics, and psychology. Upcoming Student Success accreditation: AAAHC. Student Success program reviews: Housing, Career Services, Recreation Center, Student Union (including Campus Activities, Student Involvement, Student Union, and the Center for Leadership and Community Engagement), High School Equivalency Program/College Assistance Migrant Program, Veterans’ Center, TRiO Student Support Services, and Learning Support.

Budget Model Redesign: The transition to Activity Based Budgeting/Responsibility Center Management continues and remains on track with a launch date of July 1, 2017. Academic college budget forums were conducted during fall and winter quarters. Spring forums presented non-academic budgets and will include discussion of a new budget governance structure.

Curriculum Process: Overview of new program proposal, review, and approval process was discussed.

Action – Approval of Promotion and Tenure and Post Tenure Review

State law (RCW28B.35.120) delineates the powers and responsibilities of the Board of Trustees to include employment of all employees, including tenure and promotion and post-tenure review of faculty. Each year the board is asked to approve the recommendations for tenure and promotion, which are the result of the comprehensive process. Trustees have requested that they be provided information to inform this approval.

Through Faculty 180, trustees were able to review evaluations forwarded at each stage of tenure and promotion.

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 departmental, college, and university criteria that include performance in teaching, scholarship, and service. There are five consecutive levels of review: the department personnel committee, the department chair, the college personnel committee, the college dean, and the provost, as outlined in articles 9.2 and 22.2 of the CWU Collective Bargaining Agreement.

Post-tenure review is the evaluation process for faculty who have already been granted tenure with CWU. A review is conducted in the fifth year following the granting of tenure for faculty, and every fifth year thereafter. As with tenure and/or promotion, each evaluation is based on a thorough review by the department personnel committee, department chair, college personnel committee, college dean, and the provost, in accordance with the criteria identified in the departmental, college, and university standards.

This year, 30 faculty submitted professional records to be considered for tenure and/or promotion; twenty-five were recommended for tenure and/or promotion. Thirty-nine faculty members submitted professional records for post-tenure review during the regular review cycle. The faculty members recommended for tenure and/or promotion, as well as faculty who submitted for post-tenure review, are listed on Attachment A: Personnel Action Agenda.

Motion 17-19: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby approves faculty tenure and promotion as recommended by the provost this day May 19, 2017. Mr. Liu seconded the motion. Motion approved.

Action – Approval of Honorary Degree

Senator Jim Honeyford has demonstrated significant and sustained contributions to Central Washington University consistent with the expectations of an honorary degree. Senator Honeyford's record demonstrates a strong commitment to the enhancement of the CWU Ellensburg campus and the University Centers. His support of CWU has resulted in initiatives that have served to foster meaningful and diverse experiences for CWU students. In addition, Senator Honeyford has an extensive record of commitment to the State of Washington and to local and regional communities.

State law ([RCW 28B.35.205](#)) authorizes boards of trustees of comprehensive universities to confer honorary bachelor's, master's, or doctoral degrees. [CWUR 1-60-020](#) outlines the nomination and review process for honorary degrees at Central Washington University. Consistent with the honorary degree policy and procedures approved by the board, the Ad Hoc Honorary Degree Selection Committee has recommended that Senator Jim Honeyford receive an honorary degree from Central Washington University. The degree to be awarded will be Doctor of Humane Letters.

Motion 17-20: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby approves the award of an honorary Doctor of Humane Letters degree to Senator Jim Honeyford in recognition of his exceptional contributions to Central Washington University and the State of Washington. Mr. Liu seconded the motion. Motion unanimously approved.

Action – Approval of New Degree, Bachelor of Arts Women's, Gender, and Sexuality Studies

The board restated a desire for better fiscal analysis for degree program proposals. Provost Frank said the work to develop a process for this analysis is underway.

The Bachelor of Arts in Women's, Gender, and Sexuality Studies builds upon the successful minor in Women's and Gender Studies. The new bachelor of arts degree will enable Central Washington University to offer a degree that contributes to inclusiveness and diversity, core university values.

Drawing from courses in artistic expression, anthropology, history, literature, philosophy, political science, psychology, and sociology, this interdisciplinary degree program provides students the opportunity to develop proficiency in the knowledge and skills necessary for addressing critical social issues.

The Faculty Senate approved this new degree program on May 3, 2017 (Motion No. 16-73).

Motion 17-21: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby endorses the recommendations of the Faculty Senate and approves the Bachelor of Arts in Women's Gender, and Sexuality Studies. Mr. Johnson seconded the motion. Motion approved.

Action – Approval of New Degree, Bachelor of Science Personal Financial Planning

The Bachelor of Science in Personal Financial Planning provides students the opportunity to develop proficiency in the knowledge and skills necessary to become fee-for-service professional planners with strong ethical standards who work with families and individuals to develop budget, asset management, and related planning processes. Students who successfully complete this program will also be prepared to sit for the Certified Financial Planning (CFP) Board Certification exam.

This program fills a need in the Northwest region as there are no higher education institutions in Idaho, Oregon, or Washington State that offer a program based on the Certified Financial Planning (CFP) Board Certification exam requirements. In addition, employment prospects for certified financial planners are very promising; in 2016, US News and World Report ranked "financial advisors" fourth out of the top 25 best business related jobs.

The Faculty Senate approved this new degree program on May 3, 2017 (Motion No. 16-72).

Motion 17-22: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby endorses the recommendations of the Faculty Senate and approves the Bachelor of Science Personal Financial Planning. Mr. Dixon seconded the motion. Motion approved.

End of Year Resolution

Trustee Erickson read Resolution 17-05 into record:

WHEREAS, Joey Knight has served CWU as the students' representative on the Board of Trustees during the 2016-2017 academic year; and

WHEREAS, he has spoken up frankly about the concerns and needs of students in board discussions about assessment, finances, safety and many other subjects; and

WHEREAS, Joey has brought to the board a positive and collaborative spirit, and informed board discussions with the student perspective essential to the governance of the university; and

WHEREAS, Joey has executed his board responsibilities while fulfilling his duties as a lead Cadet Training Officer in the Reserve Officers' Training Corps, working toward solo pilot certification, serving on the Army ROTC Ranger Challenge Team, and routinely earning the highest possible scores on his Army Physical Fitness Test; and

WHEREAS, Joey's outstanding academic performance has earned Dean's List honors each quarter, as well as National Distinguished Military Graduate Honors by virtue of his place in the top 20 percent of cadets nationwide; and

WHEREAS, Joey's work ethic and leadership style prompted Lieutenant Colonel Jonathan Ackiss to nominate Cadet Knight for the Annual "Grit" Award of the CWU Center for Leadership and Community Engagement, for Joey's habit of displaying high levels of grit and mental determination through 12 mile marches and runs with up to 50 pounds of gear and equipment, and his ability to lead in adverse weather conditions to include rain, wind, and single-digit temperatures;

NOW THEREFORE BE IT RESOLVED that this Board of Trustees and the university community extend their deepest appreciation to Joey Knight for his collaborative, insightful and dedicated service as Student Trustee on the Board of Trustees of Central Washington University; and

BE IT FURTHER RESOLVED offer our best wishes for his future endeavors including his military service to the people of the United State of America.

ADOPTED and signed this 19th day of May, 2017.

Motion 17-23: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby approves Resolution 17-05 honoring student trustee, Joey Knight. Ms. Black seconded the motion. Motion unanimously approved.

Business & Financial Affairs – Trustees Johnson and Nellams

Information – End of Year Budget Update

Vice President Klucking updated the board on the current year budget-to-forecast comparison. The major fund groups were reviewed and discussed as well as the potential cost of attendance for academic year 2017-18, compared to the past two years.

Information – Course, Program and Mandatory Fees

The Board of Trustees has delegated to the president the authority to approve academic course, and program fees. On April 11, 2017, the Budget and Finance Committee thoroughly considered each fee request and forwarded recommendations to President Gaudino. On April 17, 2017, President Gaudino approved the academic course and program fees that departments requested for implementation on July 1, 2017.

A summary of academic fees proposed for implementation during the 2017-2018 academic year was provided. The Associate Provost and Academic Finance Manager reviewed course fee proposals for conformity with criteria outlined in CWUP 5-80-020 and CWUP 5-80-010. Specifically, all course fee requests are required to provide individual spending plans and an itemized justification of expenses.

In addition, the associate provost reviewed fund balances (for three years). Programs that showed fee balances greater than 10 percent of the average of the last three years' revenue had to show additional justification for

proposed fee increases. The recommendations of the Associate Provost and Academic Finance Manager were forwarded to Budget and Finance Committee (BFC) for further review. BFC forwarded these to the president for approval.

Proposed fee summary for the 2017-18 Academic Year. Departments proposed 86 new fee actions:

- 44 (51 percent) variable fee to fixed rate fee
- 16 (19 percent) new fees
- 19 (22 percent) fee increases
- 6 (7 percent) fee changes in use or prefix changes
- 1 (1 percent) fee removal

The College of Education and Professional Studies and the College of the Sciences submitted an equal number of requests (31 each, for a total of 62, or 70 percent of all requests). The College of Arts and Humanities submitted 10 requests (12 percent of the total requests). College of Business submitted 1 request (1 percent). The remainder of the requests was submitted by Graduate Studies, Library Services, Testing Services, Student Success, the Student Medical and Counseling Clinic, and the Office of International Studies and Programs.

Action – Approval of Debt Issuance and Repayment Policy Changes and a new Reserve Policy

The University Advisory Policy Committee (UPAC) approved the changes to the Debt Issuance and Repayment Policy as well as the new Reserve Policy at their April 19, 2017 meeting.

The revisions to the Debt Issuance and Repayment policy are intended to clarify the sources of repayment, the calculations and considerations of financial feasibility, the estimation of debt capacity, and the form of annual reporting to the board. Additionally, there is a structural change in the required minimum reserves relating to funds that issue debt and reference to the newly proposed CWU Reserve Policy.

The new Reserve Policy defines the university's reserve philosophy and principles. It describes how reserves are calculated and what purpose they are held for, and the policy provides transparency to the reserves the university holds. It defines a method to formally designate reserve funds for specific purposes and identifies reserve targets for certain funds.

Motion 17-24: Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approves the changes to CWUP 2-10-045 Debt Issuance and Repayment Policy and the new CWUP 2-10-105 Reserve Policy. Mr. Nellams seconded the motion. Motion approved.

Action – Approval of S&A Base Funding 2018-2021

State law [RCW 28B.15.041] directs that services and activities fees shall be used "for the express purpose of funding student activities and programs of their particular institution." Services and Activities (S&A) Fees are collected from students at registration and are allocated to programs as direct budget allocations or, indirectly, through other organizations.

The S&A Fee Committee consists of 13 voting members, which include the ASCWU-SG executive vice president. Ex officio members include the Dean of Student Success (or the dean's designee) and the student funds financial manager. The Committee proposes and the CWU Board of Trustees approves programs and corresponding budget levels for organizations that are funded by S&A Fees.

The S&A Fee Committee gives priority consideration to pre-existing contractual obligations, debts incurred, legal obligations, contracted agreements recognized and approved by the committee, the Student Union and Recreation Center and support costs, and stability for programs affecting students. The Fee Committee's criteria for establishing a quadrennial base budget includes support of the arts and diversity, and services to the greatest number of CWU students. The committee seeks to maintain current services with limited growth. Based on these criteria, the S&A Fee Committee recommends Board approval for the proposed 2018-2021 base funding. The total recommended budget is \$7,092,027 per year. A copy of this budget is included in the Board's materials.

The 2018-2021 base budget has also been reviewed and is recommended by Richard DeShields, Dean of Student Success, the ASCWU Board of Directors, the Business and Finance Committee, and Provost Katherine Frank.

Motion 17-25: Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approves the Services and Activities Fee base funding budget of \$7,092,027 per year for fiscal years 2018 through 2021. Mr. Nellams seconded the motion. Motion approved.

Action – Approval of S&A Supplemental Allocation Request

The CWU Marching Band and the Pep Band have submitted to the Services and Activities Committee equipment funding requests of \$157,892.51 and \$26,692.23, respectively. These ensembles have had significant growth and are in need of replacing old and outdated instruments

Both the Services and Activities Committee and the Budget and Finance Committee reviewed these requests and recommended their approval. The Services and Activities Committee recommended that the bands replace instruments on an as-needed basis from their base funding in the future. Because the total dollar amount of the request is more than \$25,000, the approval of the Board of Trustees is required.

Motion 17-26: Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approves the Services and Activities supplemental allocations request totaling \$184,584.84 to support the equipment needs for the Marching Band and Pep Band. Ms. Black seconded the motion. Motion approved.

Board Business

Action – Approval of 2017-18 BOT Meeting Schedule

Central Washington University Policy 1-10-030 states that the Board shall hold a regular meeting at least once each calendar quarter and may establish a schedule of regular meetings. The proposed schedule for the coming year identifies dates for four, two-day meetings. For each meeting, the board will hold an afternoon work session and social dinner on the first day, and a business meeting the following day.

Following are proposed meeting dates for the upcoming fiscal year.

- November 2 & 3, 2017
- February 8 & 9, 2018
- May 17 & 18, 2018
- July 26 & 27, 2018 [annual planning retreat]

After some discussion, the proposed meeting schedule for 2017-18 was tabled. It may be revised slightly and will come to the board in July for final approval.

Next Meeting

Chair Thompson announced that the next meeting of the Board of Trustees is the annual planning retreat. It will be held July 19-21, 2017 at Cave B Winery in Quincy, WA. The meeting adjourned at 11:59 a.m.



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



Keith Thompson, Chair
Board of Trustees
Central Washington University