

**Minutes**  
**Approved**  
**PRESIDENT'S COUNCIL**  
**August 20, 2003**

PRESENT:

President F. Ann Millner  
Vice President Norm Tarbox  
Interim Provost Kathleen Lukken  
Vice President Anand K. Dyal-Chand  
Vice President Vicki Gorrell  
CIO Don Gardner  
Forrest Crawford  
JoAnne Robinson

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|--|---|
| Minutes                                | 1. The meeting convened at 11:30 a.m.   |
| Consent Calendar<br>(Sabbatical Leave) | 2. The minutes from the July 23, 2003, meeting were approved with changes.  |
| Opening of School                      | 3. The following Consent Calendar item was approved:<br><p style="margin-left: 40px;">Forrest Crawford, Professor, Teacher Education,<br/>Academic Year 2004-05.</p>  |
| University Planning<br>Council         | 4. President Millner asked for suggestions to improve 2004-05 Opening of School meetings.   |
| Capital Improvement<br>Priorities      | 5. President Millner reported that Kim Cameron will return to Weber State on October 24 to work with the planning council. There will be a short meeting on September 19 to talk about what came out of the August meeting.   |
| ACTION                                 | 6. VP Tarbox presented the initial list of capital improvement needs to be submitted to the Building Board and DFCM.<br><br>President's Council approved the initial list of capital improvement needs for submittal to the Building Board and DFCM.  |
| Purchasing Policies                    | 7. VP Tarbox discussed proposed changes to the following policies required by the change to the Banner system: <ul style="list-style-type: none"><li>- PPM 5-25b, Requisition Preparation and Processing</li><li>- PPM 5-25d, Restricted Purchases and Special Procurement</li><li>- PPM 5-25e, Solicitation of Bids, Proposals and the Award of Procurement Contracts</li><li>- PPM 5-32, Travel</li><li>- PPM 5-11, Petty Cash</li></ul><br>The policy changes will be reviewed in departments and with Deans, and will be returned to President's Council. |

**Minutes - President's Council**

**August 20, 2003**

Televised Football Game

- 8. VP Tarbox reported that WSU has the opportunity again this year to have one of our football games televised. Production costs would be split with the other team but we can sell advertising time. There would be an amount that would need to be subsidized by President's Council.

ACTION

President's Council agreed to split the cost to televise one football game.

Budget Needs Statement

- 9. VP Tarbox reviewed the Budget Needs Statement that was submitted to Commissioner Foxley's office.

Rental Waivers

- 10. VP Tarbox outlined proposed guidelines for requests to waive rent for university facilities. Three waivers will be granted yearly.

HAFB Rental Waiver Request

- 11. VP Tarbox presented a request from Hill Air Force Base for rent-free use of the Dee Events Center.

ACTION

President's Council approved the request.

Medical Benefits Steering Committee

- 12. VP Tarbox reviewed membership of the proposed 2003 Medical Benefits Steering Committee

Master Planning of Courtyard/Bell Tower Area

- 13. VP Tarbox reported that two firms will be on campus soon to discuss possible renovations to the bell tower/courtyard area of campus.

Next Meetings

- 14. The next meetings of President's Council will be as follows:

|        |                 |          |            |
|--------|-----------------|----------|------------|
| Sep 3  | 8:00 - 11:30 am | Business | Board Room |
| Sep 10 | 9:00 - 11:30 am | Business | Board Room |
| Sep 17 | 8:00 - 11:30 am | Business | Board Room |
| Sep 24 | 9:00 - 11:30 am | Business | Board Room |

Adjourn

- 15. The meeting adjourned at 1:00 p.m.