

**Minutes  
Approved  
PRESIDENT'S COUNCIL  
March 31, 2004**

**PRESENT:**

President F. Ann Millner  
Vice President Norm Tarbox  
Interim Provost Kathleen Lukken  
Interim Vice President Toni Weight  
Vice President Vicki Gorrell  
CIO Don Gardner  
Forrest Crawford  
JoAnne Robinson

**GUEST:**

Stan Greenhalgh

Minutes

1. The meeting convened at 8:00 a.m.

Consent Calendar  
(Early Retirement)

2. The minutes from the March 24, 2004, meeting were approved.

3. The following Consent Calendar item was approved:

William Higgs, Jr., Custodial Supervisor, Facilities Management, effective June 30, 2004.

\$300.00 Bonus

4. VP Tarbox reviewed information received from the State regarding the \$300.00 bonus for employees.

One-Time Request/  
Rental Fee Waiver

5. VP Tarbox recommended approval of a request from the American Cancer Society for waiver of rental for use of the football field. This request is in compliance with the policy adopted by President's Council for waiver of rent for Tier 2 facilities.

**ACTION**

President's Council approved the request.

One-Time Request/  
Juan Williams Event

6. Forrest Crawford reported that this request would help cover expenses to bring Juan Williams to campus for the Brown v. Board of Education commemoration that were not covered by donor commitment.

**ACTION**

President's Council approved the one-time funds request.

One-Time Funding/  
ITIP Funding

7. VP Tarbox informed President's Council the Banner project was slightly under budget and that it was Don

		Gardner's recommendation that funds in the Banner one-time funds drawing account be used to address network security issues.
ACTION		President's Council approved the recommendation.
KVAC Endowment	8.	VP Gorrell reported that there will be approximately \$500,000 left in the Kimball Visual Arts Center gift account following completion of construction. It is requested that these funds be transferred to a quasi endowment.
ACTION		President's Council approved the request to establish a quasi endowment with \$500,000 of the funds remaining in the Kimball Visual Arts Center gift account.
Swenson Timetable Update	9.	VP Tarbox outlined the recommendation from the State Department of Facilities and Construction Management (DFCM) that the architect and contractor work together on the Swenson facility project from the beginning. It is anticipated that the building will be taken off line as soon as classes are over in May and will be available for opening of school in August 2005.
Early Retirement and Premium Sharing	10.	President's Council discussed options to begin premium sharing among early retirement participants. An open enrollment session will be scheduled to discuss premium sharing with early retirees.
Internal Coordination of Benefits	11.	VP Tarbox reported that the discount for internal coordination of benefits has been discontinued in our medical insurance benefits packages. WSU will negotiate for a continuation of this benefit for one additional year and form a group to study options for future years.
Pay Plan Adjustment	12.	VP Tarbox recommended that the pay plan ranges for classified and professional staff be adjusted by 1% plus \$500.
ACTION		President's Council approved the recommendation to adjust the pay plan ranges for classified and professional staff by 1% and \$500.
Promotion/Tenure/Emeriti Faculty Recommendations	13.	Kathleen Lukken presented recommendations for faculty promotion, tenure and emeriti faculty to be approved and forwarded to the Board of Trustees for approval.
ACTION		President's Council approved the promotion, tenure and emeriti faculty recommendations to be taken to the Board of Trustees in April.

**Minutes - President's Council**

**March 31, 2004**

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| President's Council<br>Planning Session | 14. | An all day planning session was scheduled for Wednesday, June 2, 2004.  |
| Opening of School                       | 15. | President's Council discussed the agenda for the Opening of School event in August.   |
| Next Meetings                           | 16. | The next meetings of President's Council will be as follows:<br><br>Apr 7            8:00 - 11:30 am   Business   Board Room<br>Apr 14          9:00 - 11:30 am   Business   Board Room<br>Apr 21          8:00 - 11:30 am   Business   Board Room<br>Apr 28          9:00 - 11:30 am   Business   Board Room |