

**WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: August 23, 2019
SUBJECT: **Approval of the Minutes**
PURPOSE: Action Items

Purpose of Submittal:

Approval of the Board of Trustees Meeting Minutes.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following minutes:

- Approval of the Minutes of the Board of Trustees Meeting, June 13 & 14, 2019
- Approval of the Minutes of the Special Board of Trustees Meeting, July 25, 2019

Supporting Information:

Minutes of June 13 & 14, 2019
Minutes of July 25, 2019

**Western Washington University
Board of Trustees
Meeting Minutes
Thursday, June 13, 2019**

1. CALL TO ORDER

Board Chair Earl Overstreet, called the regular meeting of the Board of Trustees of Western Washington University to order at 3:21 p.m. in the Old Main 340 Board Room in Bellingham, WA.

Board of Trustees

Earl Overstreet, Chair
Chase Franklin, Vice Chair
John Meyer, Secretary
Citlaly Ramirez
Faith Pettis
Karen Lee
Mo West
Sue Sharpe

Western Washington University

Sabah Randhawa, President
Brent Carbajal, Provost and Vice President for Academic Affairs
Richard Van Den Hul, Vice President for Business and Financial Affairs
Stephanie Bowers, Vice President for University Advancement
Melynda Huskey, Vice President for Enrollment and Student Services
Donna Gibbs, Vice President for University Relations and Marketing
McNeel Jantzen, Faculty Senate President
Millka Solomon, Associated Students President
Paul Cocke, Director of University Communications
Paul Dunn, Chief of Staff to the President, Secretary to the Board of Trustees
Barbara Sandoval, Senior Executive Assistant to the President
Rayne Rambo, Assistant Secretary to the Board of Trustees

**2. PRESIDENT'S ADVISORY COMMITTEE ON INSTITUTIONAL RESOURCE MODELING:
REPORT AND NEXT STEPS**

Steve Shields, Consultant, Constructive Endeavors Consulting, Richard Van Den Hul, Vice President for Business and Financial Affairs, and Brian Burton, Associate Vice Provost for Academic Affairs provided the board an overview and update on the final report from the President's Advisory Committee on Institutional Resource Modeling (PACIRM) a process intended to complement the Strategic Plan. Brian Burton explained that the main priorities identified from the Strategic Plan by the PACIRM Committee for the exercise were increasing retention and graduation rates, degrees awarded, percentage of students and faculty of color, and grant activity and the results of grant activity. Burton explained the process in which the

committee used to determine the drivers and assumptions that created the framework of the final report.

Richard Van Den Hul, Vice President for Business and Financial Affairs provided an overview of the PACIRM report, focusing on areas identified by working groups as representative of programs which, provided incremental investment, will drive progress on the University's strategic goals identified above. He explained that the model is not a budget or specific set of recommendations but a decision assistance tool that answers certain questions regarding possible courses of action, as well as their likely impact on meeting Strategic Plan goals, and associated financial implications in broad terms.

Van Den Hul added that operationally the model can highlight the importance of timing in advancing the University's priorities. He said that the model can also provide increased clarity about the magnitude of need and add urgency for finding new revenue sources to meet key objectives. He reiterated that the model does not provide specific answers, but it does give general guidance that will help in deciding on the optimal timing of investments or the implications of delaying investments if investments must be postponed.

Van Den Hul explained that the model is able to show the relative return on investment of various types of programs at an aggregate level. He noted that the model uses particular programs as proxies for the amount of investment needed to make progress toward the University's goals. He said that the decision team will be able to use the model to predict, based on their own understanding, the areas of investment and the relationships between the drivers and outcomes, and which programs might be most effective.

Steve Shields facilitated a conversation with the Trustees about the next steps in the resource process that would help Western meet its strategic goals while also meeting expectations from the Legislature. At the conclusion of the conversation it was determined the next step is to move forward with developing a more specific and action-oriented business plan using the decision making tools in the PACIRM report. Shields concluded that facility space, which was not included in the initial resource modeling, will be considered in the next step.

Trustee Overstreet and President Randhawa thanked the committee for their time and energy spent on formulating the model and the campus community for their input

3. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REAL ESTATE AND LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110

At 4:35 a.m. Chair Overstreet announced that the Board would convene in Executive Session for approximately 30 minutes to discuss a real estate matter and receive a briefing on a legal matter as authorized in RCW 42.30.110 (1)(c)&(i).

The board returned to open session with no business to report at 6:08 p.m., and shortly thereafter adjourned the meeting until the following morning at 8:00 a.m.

**Western Washington University
Board of Trustees
Meeting Minutes
Friday, June 14, 2019**

CALL TO ORDER

Board Chair Earl Overstreet, called the Friday, April 5, 2019 meeting of the Board of Trustees of Western Washington University to order at 8:01 a.m. in the Old Main 340 Board Room in Bellingham, WA.

Earl Overstreet, Chair
Chase Franklin, Vice Chair
John Meyer, Secretary
Citlaly Ramirez
Faith Pettis
Karen Lee
Mo West
Sue Sharpe

Western Washington University

Sabah Randhawa, President
Brent Carbajal, Provost and Vice President for Academic Affairs
Richard Van Den Hul, Vice President for Business and Financial Affairs
Stephanie Bowers, Vice President for University Advancement
Melynda Huskey, Vice President for Enrollment and Student Services
Donna Gibbs, Vice President for University Relations and Marketing
McNeel Jantzen, Faculty Senate President
Paul Cocke, Director of University Communications
Paul Dunn, Chief of Staff to the President, Secretary to the Board of Trustees
Barbara Sandoval, Senior Executive Assistant to the President
Rayne Rambo, Assistant Secretary to the Board of Trustees

3. APPROVAL OF MINUTES

MOTION 06-01-2019 Trustee Ramirez moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following minutes:

- Board of Trustees Regular Meeting, April 4 & 5, 2019
- Board of Trustees Work Session April 4, 2019

The motion passed.

5. PUBLIC COMMENT

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. There were no requests for public comment.

6. REGONITIONS

Tom Moore, Director of the Western Washington Fellowship Office, gave a brief introduction of the scholarship and fellowship awards students had received this year, and introduced the student award winners.

WWU Student Award Recipients

Fulbright	Hollings (NOAA)	Gilman	Udall	Goldwater First Ever for WWU
<ul style="list-style-type: none"> • Kayla Callanan • Iris Hubbard • Samara Almonte • Natasha Hessami 	<ul style="list-style-type: none"> • Dexter Davis • Spencer Johnson 	<ul style="list-style-type: none"> • Tori Wood • Alicia Prokopenko • Angelica Sanchez • Megan Sokol • Zoe Buchli • Jasmine Medina Perez • Rahwa Hailemariam • Alexa Arminen • Amelita Brown 	<ul style="list-style-type: none"> • Risa Askerooth 	<ul style="list-style-type: none"> • Darby Finnegan

7. BOARD CHAIR REPORT

Board Chair Earl Overstreet provided the following report: “Last year at a reception for the Associated Students board and Trustees one of the AS officers asked me what qualifications the Trustees have to make decisions about Western. It was a great question! I explained how our diverse professional and community expertise fits well with our oversight, stewardship, and foresight responsibilities. I also explained that we take advantage of various opportunities to participate in conferences and seminars to improve our skills and learn new ones in order serve Western as effectively as we can.

This past April a contingent from Western, including a number of trustees attending the Association of Governing Boards (AGB) National Conference on Trusteeship. I would like Trustees Pettis, Sharpe, and West to share their takeaways from the National Conference.”

Trustee Pettis highlighted that she was grateful to attend the AGB National Conference and have the opportunity to interact with trustees from across the nation. She noted that she gained valuable knowledge attending a workshop on best practices for board members and decision making by boards. She noted that the workshop provided practical tips on thinking outside the narrow track that boards typically function within, what to listen for during board meetings, how

to make best make decisions and how to ensure sure the board is listening broadly to all viewpoints.

Trustee Sharpe reported that among her most important takeaways was a reminder that the issues Western faces with diversity, equity, and inclusion are a common theme across the nation at higher education institutions. She noted that as a trustee there is an opportunity to create changes for the greater good and emphasized the need to protect the University of tomorrow from the urgency of today. Another profound takeaway was the reminder that a trustee's role is to protect the students and the integrity of the University, and to introduce new modes of thinking into their oversight and foresight responsibilities. She concluded her report with a quote from the Michael Abrams, Vice President of Innovations at Walt Disney Company, who was a key note speaker at the conference: "Your experience and expertise is your biggest barrier to creativity".

Trustee West reported that she attended sessions addressing student wellbeing, food insecurity, homelessness, and mental health. She said that the purpose of the session was to gain clarity about the legal and ethical responsibility of institutions serving students under these circumstances, which prompted illuminating conversations with other institutions' trustees and regents on their best practices and strategies.

Trustee Overstreet continued, "The Institute for Board Leaders and Chief Executives of Public Universities and Systems was held in conjunction with the National Conference on Trusteeship. I attended the Institute with Sabah. We were one of seven teams representing universities and university systems from all over the United States. We learned from lectures, networking, and team activities. We had time to reflect on the challenges and opportunities identified through the Western Strategic Planning process and how we could improve our teamwork in support of Western's mission.

One of my action items from the Institute was related to Board assessments. We have done assessments in the past, but not as regularly as our Presidential assessments. I am looking forward to our September Work Session which will include a Board assessment, discussion about higher education trends and challenges, and President Randhawa's review. The session will even include homework. We passed out copies of "A Very Human Future" as summer reading material for the trustees.

I've saved the best part of my report for the end, and that's recognizing the service of Trustee Citlaly Ramirez as she finishes her term on the Board. The academic year goes very fast. Just as we get to know the student trustee and integrate their unique skills and perspective into the Board, they move on to another chapter in their lives. When she joined the Board last August, I noticed Citlaly's poise, confidence, and preparedness. Over the course of the year I was further impressed by her thoughtful questions, and the many-sided perspective she brought to our discussions.

Western's student trustees are always a tremendous asset to the Board, and deepen our understanding of the institution, its mission, and what it's like to be here as a student today. Citlaly was particularly skilled in identifying and communicating these things, and we are grateful for her service. And, since you aren't graduating yet, we hope to see you on campus this fall before you graduate and head off to what we are sure is very bright future." Chair Overstreet asked Trustee West to read the resolution and make the motion.

RESOLUTION NO. 2019-02

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY**

RECOGNIZING THE SERVICE OF BOARD MEMBER

CITLALY RAMIREZ

WHEREAS, CITLALY RAMIREZ of SeaTac, Washington has served as a member of the Western Washington University Board of Trustees from July 1, 2018 – June 30, 2019; and

WHEREAS, CITLALY RAMIREZ has the distinction of being the twenty-first student appointed by the Governor to the Board of Trustees of Western Washington University; and

WHEREAS, CITLALY RAMIREZ brought to her appointment as a trustee dedication to her community through participation with organizations such as Ready to Rise, and the Newman Center; and as an ambassador for the Washington State Opportunity Scholarship; and

WHEREAS, CITLALY RAMIREZ has contributed her time, commitment and valuable insight to the governance of University at considerable personal sacrifice, while pursuing a degree in Management Information Systems with minors in Marketing and Theater; and

WHEREAS, CITLALY RAMIREZ contributed to the increased stature and the future potential of Western Washington University through her engagement in numerous policy discussions and decisions affecting the University; and

WHEREAS, CITLALY RAMIREZ has served with intelligence, wisdom, compassion and concern for the best interests of the entire Western community, and has been an articulate and thoughtful advocate for shared governance and communication between the Board of Trustees and the student body; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that **CITLALY RAMIREZ** be and is hereby honored for outstanding service and dedication to the University and is extended the gratitude and best wishes of the entire University community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on June 14, 2019.

MOTION 06-02-2019

Trustee West moved that the Board of Trustees approve Resolution 2019-02 Recognizing the Service of Board Member Citlaly Ramirez.

The motion passed.

The trustee unanimously thanked Trustee Ramirez for her service and wished her well on her future endeavors.

8. UNIVERSITY PRESIDENT REPORT

President Randhawa thanked Trustee Ramirez for her service as a trustee and her insights over the past year. He also thanked McNeel Jantzen, Faculty Senate President, and Millka Solomon, Associated Students (AS) President for their service over the past year and the opportunity to work with them in their leadership roles.

President Randhawa expressed his thoughts on the close of the academic year and how it inspired him to share a story of human resilience and the message it holds for us today. Noémi Ban was a long time resident of Bellingham who passed away earlier this month at the age of 96. Noémi was a holocaust survivor, she and her family were sent to the Auschwitz concentration camp where she lost family members, but survived. He said that she and her husband immigrated to the United States from Hungary in the 1950's. Over the past twenty-five years, Ban became an educator about the horrors of the Holocaust so we can all learn from history and promoted a message of hope and tolerance. He noted that she earned several Honorary Doctorate degrees including one from Western. Randhawa expressed his appreciation for the time that he and Uzma were able to spend getting to know her and learn from her experiences. He added that he regarded her as a community elder, someone so full of wisdom and compassion no matter when or where you met her. He emphasized that given Ban's dreadful experience during the Holocaust, it could have been easy for her to become bitter and vindictive about humanity, but rather Ban embraced life, love, compassion and understanding. Randhawa reflected that these traits are in short supply these days, whether in our local dialogues or at the national level. He closed by highlighting that Noémi Ban's life is a wonderful reminder to all of us that it does not have to be that way.

9. FACULTY SENATE REPORT

McNeel Jantzen, Faculty Senate President expressed appreciation for the collaborative work of the past year in her role as Faculty Senate President. She noted that the faculty, employees of the state of Washington, are truly at the heart of Western and without them it would be lifeless without, mind, body and soul. She stated that in the Faculty Senate Handbook, Section 11.b.1, it is the policy of Western Washington University that there shall be meaningful participation by the faculty through the Faculty Senate or other recognized faculty bodies in matters relating to university academics, budget, planning and policy at all levels of internal university governance. This is consistent with the university policy of open participation in governance. The Faculty Senate is empowered to speak and act for the faculty with responsibility in areas of curriculum, academic programs, scholarly activities, the education of students, the mission of the university, and institutional and administrative effectiveness. McNeel noted that the Faculty Senate is comprised of the senate, ten senate standing and ad hoc sub-committees, nine college governance committees, and nine college curriculum committees. She thanked the hundreds of dedicated faculty members for their countless hours of service on those committee and in their departments. She added that the Faculty Senate continued to uphold the tenets of faculty governance including shared governance between the administration and faculty of Western. She added that these efforts brought about positive change to leadership and ensured fair and equitable representation of and leadership by, faculty committees.

McNeel reported that in the past academic year the linguistics program transitioned to become a new, independent academic department; that a new academic minor in Holocaust and

Genocide Studies was created; and that a college governance council for the graduate school was created as well. She emphasized that at the root of this tremendous academic growth are the dedicated and tenacious faculty of Western. She said Western must continue to support the faculty so that they continue to endeavor, to think about, develop, create, expand, grow and nurture invaluable opportunities for Western students.

McNeel stated that the university, the union, and the Faculty Senate agree that academic freedom is essential to the mission of the University and that providing an environment of free and honest inquiry is essential to its functioning. Academic freedom as defined by the Collective Bargaining Agreement between UFWW and the University is the freedom to discuss all relevant matters in the classroom, explore all avenues of scholarship, research and creative expression and to speak or write as a public citizen without institutional discipline or restraint on matters of public concern as well as on issues related to professional duties and the functioning of the University. She added that all efforts should be made to be accurate and to show respect for the opinions of others and to make clear that individuals do not speak on behalf of the institution unless specifically designated to do so. She concluded that academic responsibility implies the faithful performance of academic duties and obligation and recognition of the demands of the scholarly enterprise.

10. ASSOCIATED STUDENTS REPORT

Millka Solomon, Associated Students President, thanked everyone for a successful year. She reported that in the fall of 2019 the Associated Students (AS) Constitution was updated to reflect the addition of the new AS Student Senate led by Senate Pro-Tempore, Levi Eckman, who was also in attendance. Solomon noted that changes have been made to the Executive Board in regards to restructuring (e.g., the Senate Pro-Tempore now replaces the AS VP for Academic Affairs position). She added the Multicultural Center has had its soft opening and that it will be in full use at the beginning of the 2019-2020 academic year.

Eckman provided the board with an update on the accomplishments of the newly formed Student Senate. He noted that the Student Senate held its first election of student senators which included sixty students running for positions in nine colleges, and that it passed four resolutions intended to help improve the quality of life for students at Western. Eckman reported that students sat on over forty-five campus committees, including with voting privileges on college curriculum committees. He noted that a new Senate Pro-Tempore has been elected for the upcoming academic year for the first full year of the student senate.

11. FINANCE, AUDIT AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

Trustee John M. Meyer, Committee Chair, reported that the Finance, Audit and Enterprise Risk Management (FARM) Committee discussed guidelines for institutional reserves that will be presented as a discussion item later in the meeting. He also reported the Minority and Women's Business Enterprises Inclusion Plan is being finalized and will be ready for full board presentation at an upcoming regular meeting. Trustee Meyer noted there was also a presentation on the draft University Compliance program that included an implementation timeline which will be presented to the board at an upcoming regular meeting. He said the Clery

final report will be available in the near future for board review and that progress had been made with the management recommendations. He said that the committee was provided an update on a future bond authorization that will allow for expansion of student housing that will be presented at the August meeting of the Board of Trustees. He concluded his report by noting that the FARM Committee will be conducting a self-assessment to evaluate performance at the sub-committee level.

12. STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Committee Chair, reported that the Student Success Committee was provided a presentation from the Counseling, Health and Wellness Services group on the wellness programs currently in place and how Western is responding to mental health concerns that are on the rise. She also noted that Western will be welcoming a new Executive Director for Counseling, Health and Wellness in July. Trustee West added that there are many opportunities for students who are seeking support within the Counseling, Health and Wellness Center. She reiterated that the trustees are very supportive of the work that is conducted to support the mental health of Western students, and see this as an essential component of achieving the student success goals laid out in the strategic plan.

Trustee Overstreet announced a ten minute break at 10:31 am and the board reconvened at 10:41 am.

13. LEGISLATIVE SESSION AND CAPITAL BUDGET REQUEST

Becca Kenna Schenk, Executive Director of Government Relations provided an overview of the recently concluded Legislative Session, and noted that it could be summarized as simply “historic” for higher education, particularly through H.B. 2158. She noted that H.B. 2158, sponsored by Representative Drew Hansen and co-sponsored by outgoing speaker of the House, Frank Chopp, raises a significant amount of new revenue and creates a new dedicated fund for state expenditures in higher education that includes a budget of over billion dollars over the course of the next four years. She said that the idea was to create recession proof funding for higher education and it will fully fund the state need grant which is now known as Washington College Grant. Kenna-Schenk thanked the trustees for their involvement in advocating for higher education during this past legislative session.

Regarding the Capital Budget appropriation for Western, Richard Van Den Hul, Vice President for Business and Financial Affairs reported the funding for the Interdisciplinary Science building was approved along with the predesign and partial design funding for the Electrical Engineering/Computer Science Building. He noted that remaining funding was appropriated for upgrades, preservation, modernizing and maintain current facilities and infrastructure throughout campus.

14. WATERFRONT UPDATE

Donna Gibbs, Vice President for University Relations and Marketing provided an update on the collaborative efforts with the Port of Bellingham with regard to redevelopment of the Waterfront. At this stage the vision for the project is a Public/Private Partnership model that will ideally provide a mix of private sector industries and developers, public agencies, and multi-institutional higher education presence, as well as residential, retail, and recreational spaces in other parts of the development. She noted the goal is to have a set of facilities that will expand employer base, provide opportunities for applied learning, integrated research at the graduate and undergraduate level, and create desirable jobs for graduates that stay in the area. She noted that Brad Johnson, Dean, College of Science and Engineering has introduced Port of Bellingham personnel to the senior leadership of a Seattle based naval architecture and marine engineering services firm which may facilitate opportunities in collaborative research and internships for undergraduates, and potentially create post-graduate employment opportunities from Western's electrical engineering program. She added that the company has shown interest in the possibility of locating a fabrication facility on the Bellingham waterfront, further expanding employment potential. She reported the Port of Bellingham leadership has had initial meetings with the company executive leadership and Dean Johnson to explore these possibilities.

Gibbs explained that a Waterfront Working Group, composed of several representatives from the Port and Provost Carbajal, Dean Johnson and herself representing Western, is drafting framework that includes a vision statement, guiding principles, and initial strategies. She added that next steps will be to develop a detailed narrative that will replace the development plan that the university shared in June 2018. She concluded that working group is planning to present the new framework to the Board of Trustees and the Port of Bellingham Commissioners in August.

15. GUIDELINES ON INSTITUTIONAL RESERVES

Linda Teater, Director, Budget Office, provided the board with a historical review of the relationship between Western's Institutional Reserves and Contingency Funds and the rationale supporting the recommended reserve guidelines. She noted that reserves are held to mitigate risks due to items such as recessions, downturns in enrollment, or major unplanned issues. She explained that unplanned situations may include cost overruns on capital projects, emergent needs without a timely revenue source, or a natural disaster. She reported that it has been Western's practice to hold one-time reserves sufficient to fully cover Western's operating expenses (including payroll, utilities, and other services) for one quarter.

Richard Van Den Hul, Vice President for Business and Financial Affairs, led a discussion on what is an appropriate reserve level for Western from the perspective of the Board of Trustees including how best to balance security against short-term emergency with progress toward long-term strategic goals. He suggested that maintaining the un-expendable (recurring) reserves between 10% and an amount equivalent to one quarter's worth of tuition. This would be calculated on the current year's state/tuition funded budget and will be calculated each year after the approval of the annual operating budget, the issuance of the audited financial statements and included in the regular financial reports to the Board of Trustees. He also noted the the expendable reserves will be maintained on two levels – committee and uncommitted. He said that the expendable (one-time) reserves are intended to provide a source of funding for

situations such as significant non-recurring expenses, asset renewal and replacement, and investment for start-up strategic initiatives that will build long-term financial capacity. It was determined that the President will notify the Board of Trustees when planning to use reserves in excess of the current amount designated as Expendable Reserves. He said that this information will be provided to the Finance, Audit and Enterprise Risk Management (FARM) Committee that will include an explanation of progress to restore the Un-expendable Reserves to the target minimum amount, if required.

16. 2019-2020 OPERATING BUDGET AND RELATED MATTERS

Brent Carbajal, Provost/Vice President for Academic Affairs and Richard Van Den Hul, Vice President for Business and Financial Affairs, provided the board with an overview of the 2019-2020 Operating Budget Framework, and requested their approval of the 2019-2020 Academic Year Tuition Fees. He noted that the tuition fees in the budget include both the tuition operating fee and the capital building fee for each category of student. Carbajal additionally requested that the board approve the recommended mandatory fee increases and revenue distributions of the Service & Activities Fee for academic year 2019-2020 and summer 2019.

MOTION 06-02-2019

Trustee Franklin moved that the Board of Trustees of Western Washington University, upon the recommendation of the President and various constituent review committees, approve the 2019-2020 annual tuition operating fee and capital building fee rates for state-funded students be raised as follows:

- Resident undergraduate students be raised by 2.4%; and
- 2019-2020 annual tuition operating fee and capital building fee rates for non-resident undergraduate students be raised by 5.0%; and
- 2019-2020 annual tuition operating fee and capital building fee rates for resident and non-resident graduate, resident and non-resident MBA, and the resident and non-resident Speech Pathology program be raised by 4.5%; and
- 2019-2020 annual tuition operating fee and capital building fee rates for resident and non-resident Clinical Doctorate of Audiology program be lowered by 17.2% and 20.3% respectively.

FURTHER MOVED, that the 2019-2020 mandatory student fee levels and distribution for the S&A Fee be approved as proposed in the attached documents for the following fees:

- Services & Activities Fee (*Proposed increase \$7.38 per quarter; 4.0% on the portion of the fee not pledged to bonds per RCW 28B.15.069*)
- Student Recreation Fee (*Proposed increase \$4.21 per quarter; 4.0%*)
- Student Health Services Fee (*Proposed increase \$4.00 per quarter; 3.5%*)
- Student Technology Fee (*No increase*)
- Non-Academic Building Fee (*Proposed increase \$2.00 per quarter; 4.4%*)
- Sustainable Action Fee (*No increase*)
- Student Transportation Fee (*Proposed increase \$1.25 per quarter; 4.8%*)
- Legislative Action Fee (*No increase*)
- Multicultural Services Fee (*No increase*)

FURTHER MOVED, that the 2019-2020 Self-Sustaining Academic Year Tuition Rates be raised to the following rates:

- Undergraduate Course/Workshop \$265 per credit; and
- Graduate Course/Workshop \$338 per credit; and
- Undergraduate Degree Program Courses \$307 per credit; and
- Graduate Degree Program Courses \$366 per credit; and
- Weekend MBA \$757 per credit; and
- Global Pathway Undergraduate Program \$7630 per quarter; and
- Global Pathway MBA Program tuition \$9,800 per quarter

The motion passed.

Richard Van Den Hul, Vice President for Business and Financial Affairs reported that based on the conference committee budget passed by the Legislature on April 27, 2019 and signed by the Governor on May 21, 2019. He requested that the Board approve the 2019-2020 annual state operating budget.

MOTION 06-03-2019

Trustee Lee moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2019-2020 annual state operating budget of \$190,289,004 consisting of State Appropriations in the amount of \$90,534,000; WWU net tuition operating fee revenue of \$92,354,362; administrative services assessment revenue of \$4,995,217; and one-time funds of \$2,405,425.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2019-2020 intercollegiate athletics operating budget of \$6,419,544 consisting of tuition and fees in the amount of \$3,591,135 and self-sustaining and other revenues of \$2,828,409, and with the intention to fund the operating deficit for

intercollegiate athletics, as defined by Substitute Senate Bill 6493, by continued use of tuition and fee revenues as it has in the past.

The motion passed.

17. PUBLIC WORKS PROJECTS

Richard Van Den Hul, Vice President for Business and Financial Affairs, requested the approval of the following public works projects:

MOTION 06-04-2019 Trustee Sharpe moved that the Board of Trustees of Western Washington University, upon recommendation of the President, award a contract to HB Hansen Lynden, WA, for the amount of \$1,849,000 (base bid, plus alternate #2) for the construction contract to construct the Birnum Wood Roof Replacement Phase 2.

The motion passed.

MOTION 06-05-2019 Trustee Pettis moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, award a contract to Regency Northwest, Bellevue, WA, for the amount of \$546,900 (base bid) for the construction contract to construct the lag upgrades at Biology.

The motion passed.

MOTION 06-06-2019 Trustee Meyer moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve a change order for the demolition of Highland Hall and build the new displacement parking area in the south field of SMATE, to the contract with Lydig Construction, Spokane, WA for the amount of \$1,742,000 (and associated sales tax), bringing the contract to a total of \$3,812,000 (excluding sales tax)

The motion passed.

MOTION 06-07-2019 Trustee Ramirez moved that the Board of Trustees of Western Washington University, upon the recommendation

of the President, approve a revised total project budget of \$22,377,462 for the Multicultural Center Project.

The motion passed.

18. CONSENT ITEMS

Trustee Overstreet introduced the consent items brought before the board for approval.

MOTION 06-08-2019

Trustee West moved, that the Board of Trustees, upon the recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter 2019, effective June 15, 2019.

The motion passed.

19. INFORMATION ITEMS

a. Academic Reports

Provost Carbajal provided a written report with an update on the status of the tenure-track faculty searches undertaken during the 2018-19 academic year and followed by spreadsheets showing the status of the TT faculty searches per college and other interesting information about Western's new faculty members

b. Annual & Quarterly Grant Report

Provost Carbajal provided a written report with information from the Office of Research and Sponsored Programs concerning the quarterly and current grant awards at Western

c. Admissions and Enrollment Report

Vice President Huskey provided a written report regarding the university's general enrollment and admissions

d. University Advancement Report

Vice President Bowers provided a written report on the University's Alumni Relations and Western's Foundation activities.

e. Capital Program Report

Vice President Van Den Hul provided a written report on the University's capital projects

f. University Relations and Marketing Report

Vice President Gibbs provided a written report documenting recent activities of University Relations and Marketing.

17. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REALESTATE AND LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110

Executive session was not held.

18. DATES FOR NEXT REGULAR MEETING

August 22 & 23, 2019

19. ADJOURNMENT

The meeting adjourned at 12:27 p.m.

**Western Washington University
Board of Trustees
Special Meeting Minutes
Thursday, July 25, 2019**

1. CALL TO ORDER

Board Chair Earl Overstreet, called the special meeting of the Board of Trustees of Western Washington University to order at 3:01 p.m. The trustees joined the meeting via Zoom and Western staff joined in the Old Main 340 Board Room in Bellingham, WA.

Board of Trustees – via Zoom Call

Earl Overstreet, Chair
Chase Franklin, Vice Chair
John Meyer, Secretary
Faith Pettis
Mo West
Sue Sharpe

Western Washington University – in Old Main 340 Board Room

Richard Van Den Hul, Vice President for Business and Financial Affairs/Acting President
Paul Mueller, Director, Risk, Compliance, and Policy Services
Melissa Nelson, Assistant Attorney General
Paul Dunn, Chief of Staff to the President, Secretary to the Board of Trustees
Rayne Rambo, Assistant Secretary to the Board of Trustees

Suzanne LiaBraaten, Assistant Attorney General, Tort Law Attorney

2. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REAL ESTATE AND LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110

At 3:01 a.m. Chair Overstreet announced that the Board would convene in Executive Session for approximately 30 minutes to discuss a real estate matter a legal matter as authorized in RCW 42.30.110 (1)(i).

The board returned to open session at 3:51 p.m.

MOTION 07-01-2019

Trustee Meyer moved that the Board of Trustees of Western Washington University, hereby authorizes President Randhawa and/or his designee to consider and authorize favorable settlement terms on behalf of the University and the Board of Trustees in a pending legal matter.

The motion was voted on by roll call.

Trustee Franklin – Yes

Trustee Meyer – Yes

Trustee Pettis- Yes

Trustee Sharpe – Yes

Trustee West – Yes

Trustee Overstreet – Yes

The motion passed.

3. ADJOURNMENT

The meeting adjourned at 3:55 p.m.