

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: October 14, 2022
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:

- a. June 10, 2022 Regular Meeting
- b. August 18 and 19, 2022 Regular Meeting
- c. September 19, 2022 Special Meeting
- d. September 29, 2022 Special Meeting

Supporting Information:

Minutes of June 10, 2022 Regular Meeting
August 18 and 19, 2022 Regular Meeting
September 19, 2022 Special Meeting
September 29, 2022 Special Meeting

**Western Washington University
Board of Trustees
Meeting Minutes
Friday, June 10, 2022**

CALL TO ORDER

Board Chair, Trustee John Meyer called the regular meeting of the Board of Trustees of Western Washington University to order at 9:06 a.m., in the Old Main Board Room.

Board of Trustees

John M. Meyer, Chair
Chase Franklin, Vice Chair
Chris Witherspoon
Faith Pettis
Karen Lee – *via Zoom*
Mo West
Nate Jo
Sue Sharpe

Western Washington University

Sabah Randhawa, President
Brent Carbajal, Provost/Vice President for Academic Affairs
Melynda Huskey, Vice President for Enrollment and Student Services
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations and Marketing
Kim O'Neill, Vice President for University Advancement
Becca Kenna-Schenk, Executive Director, Government Relations
Shirin Deylami, Faculty Senate President
Glory Busic, Associated Students President
Melissa Nelson, Assistant Attorney General
Paul Dunn, Chief of Staff to the President and Secretary to the Board of Trustees
Rayne Rambo, Assistant Secretary to the Board of Trustees

1. APPROVAL OF MINUTES

MOTION 06-01-2022

Trustee Witherspoon moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, April 21 and 22, 2022

The motion passed.

2. PUBLIC COMMENT

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. One person signed up for public comment.

3. BOARD CHAIR REPORT

Trustee John Meyer, Board Chair, reported that the Board of Trustees were joined by the 2022 Presidential Scholars for breakfast and noted that the trustees were highly impressed by the accomplishments of this year's recipients.

Chair Meyer recognized the service of Brent Carbajal, Provost and Vice President for Academic Affairs, who, after twenty-five years of exceptional service to Western, will retire in August 2022. Meyer highlighted that Carbajal, a highly respected member of Western's faculty and a well-respected leader in the community. Meyer noted that Carbajal worked diligently to serve Western's mission as the chief academic officer of the institution. Meyer added that in his time at Western, Carbajal helped to shape Western's culture, academic standards and identity, and his deep commitments to a liberal arts education that advanced opportunities for all students. Meyer said Carbajal's personal integrity will continue to be well respected among the campus community. Trustee Meyer, on behalf of the entire Board of Trustees, thanked Carbajal for his leadership and commitment to Western's success.

RESOLUTION NO. 2022-04 A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY

RECOGNIZING THE SERVICE OF PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

BRENT CARBAJAL

WHEREAS, BRENT CARBAJAL was appointed Provost and Vice President for Academic Affairs in 2013 by President Bruce Shepard; and

WHEREAS, BRENT CARBAJAL brought to his appointment as Provost deep institutional experience and a record of leadership and service, including as a professor of Spanish, eight years as Chair of the Department of Modern and Classical Languages, five years of service as the Dean of the College of Humanities and Social Sciences, and seven years of service as Western's Faculty Athletics Representative; and

WHEREAS, during his tenure as Provost, **BRENT CARBAJAL** has been a strong voice for implementing high impact practices to advance inclusive student success; a champion for increasing and enhancing student access to international and cultural engagement; and deeply committed to the opportunities and habits of mind a liberal arts education fosters at Western; and

WHEREAS, BRENT CARBAJAL is widely respected across the institution for his personal integrity, principled leadership, and commitment to shared governance, elevating the work of others even as his fingerprints are on so many of Western's strategic successes during his tenure; and

WHEREAS, BRENT CARBAJAL has served with distinction as a valued colleague on the University's senior leadership team, contributing thoughtful insight to the group's deliberations and decision-making, an intimate knowledge of and affection for the institution and its culture, wry humor and cheerful collegiality, and a self-effacing commitment to enhancing the effectiveness of the leadership team, his division, and the institution as a whole;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Western Washington University offers thanks and commendation to **BRENT CARBAJAL** for his leadership and service as Provost and Vice President for Academic Affairs.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on the 10th day of June, 2022.

MOTION 06-02-2022

Trustees Sharpe moved that the Board of Trustees approve Resolution 2022-04 Thanking Brent Carbajal for his service as Provost.

The motion passed.

Trustee Meyer, Board Chair, recognized the service of Student Trustee, Nate Jo. Meyer highlighted Trustee Jo's perspective and insights that he brought to every meeting and specifically his insight and guidance during the Board of Trustee's review of the Legacy Review Task Force reports, strategic budgeting and increasing student success.

Trustee Meyer, on behalf of the entire Board of Trustees, thanked Trustee Jo for his leadership and commitment to Western's success during his tenure as Student Trustee.

RESOLUTION NO. 2022-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY

RECOGNIZING THE SERVICE OF TRUSTEE

Nathanael "Nate" Jo

WHEREAS, NATE JO of Hanford, Washington had the distinction of being the twenty-third student appointed by the Governor to the Western Washington University Board of Trustees, serving from July 1, 2021, through June 30, 2022; and

WHEREAS, NATE JO brought to his appointment a history of service and leadership, including as the WWU Associated Students Vice President of Business and Operations, Vice President for Hall Representation in University Residences, Board Member for the WWU Queer and Trans People of Color Club, and captain of the WWU Swim Team, and as a legislative intern to Washington State House Speaker Laurie Jinkins; and

WHEREAS, NATE JO has contributed to the increased stature and mission fulfillment of Western Washington University through his insightful and articulate engagement in numerous policy

discussions and decisions affecting the University, both in meetings of the full Board and as a member of the Board's Academic Affairs and Student Success Committee; and

WHEREAS, NATE JO has worked to raise awareness about the Student Trustee's role on the Board, both among Board members and the WWU student body, leading to the creation of a Student Trustee Scholarship and the highest-ever number of Student Trustee applicants for following year; and

WHEREAS, in addition to his service on the Board, **NATE JO** had an extraordinary final year at Western, becoming Western's second-ever regional finalist for the Rhodes Scholarship, one of two WWU recipients of the Washington Campus Compact President's Student Civic Leadership Award, and a Presidential Scholar from the College of Humanities and Social Sciences; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that **NATE JO** 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 10, 2022.

MOTION 06-03-2022

Trustees West moved that the Board of Trustees approve Resolution 2022-04 Thanking Trustee Nate Jo for his service on the Board.

4. UNIVERSITY PRESIDENT'S REPORT

President Randhawa reported that Western would graduate over nine hundred students over eight commencement ceremonies over the weekend, including the Presidential Scholars that the Trustees honored early in the day. Randhawa reflected that the success of Western is in its graduates and the Western community has done an outstanding job at ensuring student success through a global pandemic. He added that the Western community continues to display its resilience with its ability to adapt to circumstances with understanding and compassion. He articulated his deep gratitude for faculty, staff, and student's ability to pivot in ways that were thought not to be possible, and with the guidance of the COVID Support Team, to continue learning and supporting each other in the process.

Randhawa thanked Shirin Deylami, Faculty Senate President, who worked collaboratively with Provost Carbajal as Western navigated the complexities over the past two years of the global pandemic. Randhawa also thanked Glory Busic, Associated Students President, for her service and commitment to Western.

Randhawa reflected on the work accomplished throughout the academic year that allowed for continued work on advancing critical needs and Western's long-term priorities. Randhawa noted that Western's enrollment data for fall of 2021 was encouraging and Western seems well poised to return to pre-COVID enrollment numbers for fall 2022.

Randhawa reported that strong support of the supplemental legislative session continues to reflect the confidence of legislators in Western's ability to deliver on its mission and commitment. He added that work continues developing Western's physical infrastructure that is so critical to support the growth in Western's academic programs and student support services, which includes the opening of Alma Clark Glass Hall and the Interdisciplinary Science Building.

Randhawa highlighted important systems and structures that were put into place over the past academic year that include, a Sustainability Council that will work with the Sustainability Engagement Institute and the campus community to refresh the 2017 Sustainability Action Plan and redefine Western's immediate priorities. He noted the signing of the Okanagan Charter that makes health and wellness central to all of work at Western, and a strategic budgeting planning process that reframes how Western budgets its institutional priorities, that includes a university budget committee that will provide oversight to the overall budgeting process.

President Randhawa highlighted the hire of Jacqueline Hughes, who will serve as Western's inaugural Chief Diversity Officer. He reported that Hughes will join Western in August and will also serve as the Executive Director of the Office of Equity. He noted that Hughes' deep and extensive background in advancing accessibility, equity, diversity, and inclusion work in educational institutions including her work at California State University in San Bernardino, California.

5. FACULTY SENATE REPORT

Shirin Deylami, Faculty Senate President reported the following:

Good morning, Trustees and happy end of spring quarter. I'm very much looking forward to all 8 graduations. Thank you again for the opportunity to speak with you today to update you on faculty governance at the university and to give you a report at the end of my terms as faculty senate president.

Professor Lysa Rivera will be taking over this job in a few short days. Professor Rivera is an associate professor of English whose research and teaching focus on Chicana and African American literature. She has been an excellent vice-president and I have no doubt will do a great job as president. In her place as VP, Professor Brandon Dupont of the Economics department will be the new Vice president and president elect of the Senate. Professor Dupont has a ton of experience in faculty governance and is excited to get started.

As the end of the year came quickly, we managed to finish quite a bit in Senate and have many issues to improve upon in the next year. As you know, much of the discussion amongst senators and colleges and departments has been around modality. We are now starting to see the modality plans of some of the colleges and we hope that all of the colleges will have modality guidance by fall. The Senate also recently approved to important policies forwarded to us from the Academic Coordinating Commission. We now have a temporary modality policy and after much going back and forth we have a new credit hour policy that provides standards for both in person and remote (specifically asynchronous) courses.

On the teaching front, we recently approved a new grade for the grading system. The IP or in progress grade is meant to address problems students were having as they finished their student teaching in the college of education and in study abroad courses that went on for longer than our normal quarters. Rather than using the K or incomplete grade, faculty can now give those students an in-progress grade until their commitments are completed. In addition we have begun discussions about rethinking or at least improving both the Z and K grade options and policies. I think this will be an important priority in the fall.

As far as things to look forward to in the next year, the Faculty Senate intends to implement new course evaluations with new questions in the fall. We are also planning a major change to the Faculty Code of Ethics. Finally, and I think this is important for the Board of Trustees as well, we

hope to change some of our governing documents including the Faculty Handbook which is a contract between the trustees, administration and faculty as well as our constitution.

That's all I have for you today, other than to thank you for your time and tell you how pleased I have been to serve as the Senate president.

6. ASSOCIATED STUDENTS REPORT

Glory Basic, Associated Students President, reported that the Associated Students (AS) Executive Board has worked strategically and thoughtfully throughout the academic year to advocate for student needs at Western.

Basic thanked the Associated Students Executive Board and noted her pride in the work of the AS student government's ability to work together and make change at Western even during a global pandemic. She noted that despite the challenges the Executive Board faced, their work to collaboratively represent student voices was always at the mission of their work.

Basic acknowledged her gratitude for the opportunity to serve as AS President and the opportunity to work in collaboration with the Board of Trustee and other executive leadership at Western. She noted that in the upcoming academic year she will serve as the Vice President of Communications for the Washington Student Associate and will continue to advocate for student needs at the state level.

7. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE

Trustee Sue Sharpe, Finance, Audit, and Enterprise Risk Management (FARM) Committee reported Western's Executive Director of Audit & Consulting Services, Amy Kozak, is providing the department with leadership to reframe the position and its relationship with the campus community. Sharpe reported that Audit & Consulting Services has started a reassessment of audit plans, consulting and advisory services, campus community committee engagements, continued work with the National Association of College and University Auditor's and campus presentations.

Sharpe reported that the committee received a presentation on auxiliary facility conditions that includes Housing and Dining and the Wade King Recreation Center that receive funding from student fees and are not funded by the state budget. Sharpe thanked Melynda Huskey, Vice President for Enrollment and Student Service and Joyce Lopes, Vice President for Business and Financial Affairs for their leadership and dedication to keeping the trustees informed.

8. BOARD STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Chair, Student Success Committee, (SSC) reported that Dr. David Patrick, Dean of the Graduate School and Vice Provost for Research, gave a presentation titled, "Graduate Education at Western: Where We've Been, Are, and Hope to Be." West noted that Patrick summarized that Western offers several graduate-level certificates, about three dozen professional and academic master's degree programs, and two professional doctorate programs in Bellingham and at locations around Puget Sound. Each program serves distinct student and stakeholder populations, and graduate admissions is de-centralized.

West reported that long-term trends in graduate enrollment and degree conferral. Graduate enrollment has steadily declined from 10% - 15% of total enrollment to under 5% prior to the pandemic. Western ranks near the bottom of its peer group in the percentage of degrees awarded at the postgraduate level. Drivers of the trend include: (i) a slightly greater rate of program closures compared to new program launches combined with roughly static enrollment in continuing programs, (ii) insufficient marketing and recruiting for graduate programs, (iii) less attractive TA stipends and graduate student services offerings. On average, programs have been under-enrolling by 15% - 25% of capacity and attracting a decreasing share of prospective students with no prior WWU association. The first two years of the pandemic produced large application and enrollment increases, in line with national trends. Preliminary projections for Fall 22 suggest that peak has passed, and that enrollment is again returning to its long-term trend. Impacts of declining graduate enrollment on undergraduate learning opportunities, faculty recruitment, Washington impact, and university research were discussed.

Trustee West summarized that budget initiatives being prepared for the 22-23 legislative session which include two components for graduate education: (1) a package of new degree programs centered in STEM and the environment, and (2) a package of “graduate infrastructure” initiatives designed to address underlying enrollment drivers including marketing and recruitment, outreach to underserved prospective student populations, TA compensation, and graduate student success.

9. REFLECTIONS & FUTURE DIRECTIONS: UNIVERSITY ADVANCEMENT & UNIVERSITY RELATIONS AND MARKETING

Kim O’Neill, Vice President for University Advancement provided the Board an overview of the changes to the divisional structure, current progress, and future direction of University Advancement, the Western Washington University Foundation and the Alumni Association.

O’Neill enumerated the strengths of University Advancement that include a new motto for the division; “One Team, Our Team”, new opportunities for professional development, advanced expectations that focus on meaningful fundraising, and finding new ways to be donor centric that develop relationships across the institution.

O’Neill provided an update on the reorganization of University Advancement that include three new leadership positions that will allow for elevated principal gifts to be managed by the leadership team. O’Neill highlighted that work that continues with regards to capital campaigns that include the Salish Longhouse and the Kaiser Borsari Hall projects and fundraising for the year totaled sixteen million dollars in revenue meeting the goals set for the academic year.

O’Neill explained that within University Advancement consists of two separate 501 C3 boards that consist of passionate volunteers that work to advance Western’s mission. She noted that historically these two boards have worked independently of one another and going forward the goal is to have them work in tandem to advance the mission of University Advancement and meet the strategic plan goals of Western.

Donna Gibbs, Vice President for University Relations and Marketing, provided an overview the division including the strategic goals; cultivate positive relationships within and between the campus and our communities, promote a more inclusive culture, increase campus and public understanding of the Western brands, support top-of-funnel recruitment, proactively and effectively tell Western’s story, and collaboratively improve economic vitality in local communities and beyond.

Gibbs noted one of the challenges faced by University Relations and Marketing (URM), which is the smallest of the five divisions that make up Western. She noted that URM has historically not had

the opportunity to replace or add positions, but after the global pandemic, the opportunity to hire and recruit became a priority. Gibbs noted that URM will welcome a new Director of University Communications in August 2022, in addition to a new Director of University Marketing and Brand Strategy and Director of Visual Media Production.

Gibbs highlighted the work of the Small Business Development Center led by C.J. Seitz and a team of advisors who throughout the pandemic and then the historic flooding that took place in Whatcom County, assisted small businesses with the Federal and State economic recovery that led to a grant that made local businesses eligible for emergency funding.

Gibbs reported that over the past five years Western has been developing and improving Western's web site accessibility by creating website tool and technology to make Western's web sites more accessible to people with disabilities. She noted that Western's web technology team has trained more than three hundred and fifty students and staff on accessibility content creation, that includes tools and guides.

Gibbs reported that Chris Roselli, Director, Community Relations, is organizing a community wide Accessibility, Diversity, Equity, and Inclusion (ADEI) focused advisory team whose membership includes members from the Bellingham Technical College, Whatcom Community College, Northwest Indian College, Skagit Valley College, Bellingham Public Schools, PeaceHealth, and the City of Bellingham. She noted that this advisory group has worked to create educational programming and commemorative events that allow for thousands of students, staff, and community members to engaging in learning and awareness of cultural events.

Chair Meyer announced a ten-minute break at 11:26 a.m. The Board reconvened at 11:38 a.m.

10. 2022-2023 OPERATING BUDGET AND RELATED MATTERS

Melynda Huskey, Vice President for Enrollment and Student Services, Joyce Lopes, Vice President for Business and Financial Affairs, and Faye Gallant, Executive Director, Budget and Financial Planning provided the Board with an overview of the Operating Budget Framework for the 2022-2023 Academic Year Tuition Rates and Mandatory Fees, 2022-2023 Mandatory Student Fees, and 2022-2023 Self-Sustaining Academic Year Tuition.

It was noted that the request includes tuition fees that includes both the tuition operating fee and the capital building fee for each category of student. Additionally, the mandatory student fee levels and revenue distribution for academic year 2022-2023, with one increase (0.4%) from the 2021-2022 approved rates.

MOTION 06-04-2022

Trustee Franklin moved, that the 2022-2023 annual tuition operating fee and capital building fee rates for state-funded students and resident undergraduate students be raised by 2.4%, and all other state-funded students including: non-resident undergraduate, resident and non-resident graduate, resident and non-resident MBA, resident and non-resident Clinical Doctorate of Audiology program, resident and non-resident Clinical Mental Health and School Counseling, and the resident and non-resident Speech Pathology program be raised by 3.5%.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President and

various constituent review committees, approve the 2022-2023 mandatory student fee levels and distribution for the S&A Fee as proposed in the attached documents for the following fees:

- Services & Activities Fee (*4.0% or \$2.40 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits*)
- Student Recreation Fee (*No increase*)
- Student Health Services Fee (*No increase*)
- Student Technology Fee (*No increase*)*
- Non-Academic Building Fee (*4.0% or \$3.00 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits*)
- Sustainable Action Fee (*No increase*)*
- Alternative Transportation Fee (*No increase*)*
- Legislative Action Fee (*No increase*)
- Multicultural Services Fee (*No increase*)

The motion passed.

MOTION 06-05-2022

Trustee Witherspoon moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2022-2023 annual state operating budget of \$212,404,460.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2022-2023 intercollegiate athletics operating budget of \$6,086,786 consisting of tuition and fees in the amount of \$3,630,856 and waiver allocations, self-sustaining and other revenues of \$2,455,860, 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.

MOTION 06-06-2022

Trustee Sharpe moved, that the 2022 – 23 Self-Sustaining Academic Year Tuition Rates be raised to the following rates, Undergraduate Course/Workshop \$288 per credit, Graduate Course/Workshop \$372 per credit, Graduate – Audiology Course/Workshop \$599 per credit, Graduate—Clinical Mental Health and School Counseling \$409 per credit, Graduate – MBA Program (Bellingham) Course/Workshop \$426 per credit, Graduate – Pathology Course/Workshop \$562 per credit, Self-Pace Course/Workshop \$165 per credit, Credit Option: Variable Fee \$50 to \$100, Undergraduate Degree Program Courses \$333 per credit, Graduate Degree Program Courses \$400 per credit, and Weekend MBA \$757 per credit, Human Services Distance Learning \$288 per credit and

FURTHER MOVED, that the Global Pathway Undergraduate Program tuition rate be approved at a flat rate of \$5,000 per quarter (no change from prior year).

The motion passed.

11. 2023-2033 CAPITAL PLAN AND 2023-2025 CAPITAL BUDGET REQUEST

Joyce Lopes, Vice President for Business and Financial Affairs provided an overview of the state-funding portion of the 2023-2033 Ten-Year Capital Plan (Plan) that is associated with projects proposing state funding and approve the 2023-2025 Capital Budget Request (Request).

Lopes noted that the State of Washington has biennial capital budgets and on even years, Western has the opportunity to request additional funds for capital improvements. She added that Western started the capital planning process with an evaluation of existing and new major, intermediate, and minor capital projects for consideration in the 2023-2025 Capital Request and the 2023-2033 Capital Plan. She noted that the evaluation included an emphasis on how they fit into University Planning and Resources Council (UPRC) and University community. Lopes added that the feedback received helped develop the draft plan, which is intended to achieve the following goals:

- Preserving, improving, and modernizing our existing assets
- Improving safety
- Improving student development and services
- Increasing sustainability/reducing carbon emissions
- Flexibility in the out years to allow us to complete a comprehensive facilities master plan before identifying which building renovation(s) will be included in the next major capital project

It was noted, the Draft Plan was also presented to the Board at the April regular meeting. Based on feedback received during that meeting, the Draft Plan was slightly modified to allow the University to explore alternative procurement of the Heating Conversion Project, including but not limited to public-private partnership, during the schematic design phase in 2023-2025. The Draft Plan also added "Collaborative Space Upgrades" scope to the Classroom and Lab project to allow economies of scale and upgrading space that is becoming more important to pedagogy and student collaboration.

MOTION 06-07-2022

Trustee Franklin moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves the 2023-2033 Capital Plan which includes the 2023-2025 Capital Budget Request from State-appropriated funding sources of \$125,054,000.

The motion passed.

12. APPROVAL OF PUBLIC WORKS PROJECTS

Joyce Lopes, Vice President for Business and Financial Affairs and Rick Benner, Senior Director, Capital Planning and Development, University Architect provided an overview of the Public Works Projects that included awarding a construction contract for Bid Package #2 (Mass Timber) and an award for a design-build contract for Phase 1 level of work for the Coast Salish Longhouse.

MOTION 06-08-2022

Trustee West moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, delegate the authority to the President, in consultation with the Chair of the Board of Trustees, to award the construction contract for Bid Package #2 (Mass Timber) in

the amount not to exceed \$2,735,000 (and associated sales tax) and execute documents for the Mass Timber package for the Electrical Engineering & Computer Science Building Project.

The motion passed.

MOTION 06-09-2022

Trustee West moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a progressive design-build contract to Wellman & Zuck Construction LLC, Bellingham, WA, for \$250,000 (and associated sales tax), for the Phase 1 level of work (design and construction services) for the Coast Salish Longhouse.

The motion passed.

13. APPROVAL OF CHANGES TO WAC RULES

Melynda Huskey, Vice President for Enrollment and Student Services provided an overview of the proposed amendments to Chapter 516-25 WAC Use of University Property – Freedom of Expression and Assembly; Chapter 516-36 WAC, Use of University Property – Scheduling and General Use; and WAC 516-52-020, Weapons and Armaments Prohibited. She explained that the permanent rulemaking began in fall of 2021 and included representatives from the Attorney General's Office, Counseling, Health, and Wellbeing; Viking Union Facilities and Services; Space Planning and Administration; Student Life; Public Safety; and University Police. The proposed rules were reviewed by stakeholder groups, the Technical Review Committee, and University Policy and Rules Review Group. A public hearing was held to solicit community and campus feedback.

MOTION 06-10-2022

Trustee Lee moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the permanent rule changes to Chapter 516-35 WAC, Use of University Property – Freedom of Expression and Assembly; Chapter 516-36 WAC, Use of University Property – Scheduling and General Use; and WAC 516-52-020 Weapons and Armaments Prohibited as submitted.

The motion passed.

14. APPROVAL OF BOARD CONFLICT OF INTEREST POLICY & STATEMENT OF VALUES

Paul Dunn, Secretary to the Board of Trustees and Chief of Staff to the President provided an overview of the process the Board has conducted to review its Rules of Operation and existing Policies, leading to the approval of a new set of Board Bylaws and the repeal of an outdated Board Policy in 2021. Dunn explained that as part of the ongoing process the attached revised Board Conflict of Interest Policy is presented for full Board discussion and approval.

Dunn reported that as part of the Board's off-site work session held in January 2022 the Board of Trustees began to draft a statement of values and member expectations. A final draft of that document is also presented for Board discussion and approval.

MOTION 06-11-2022

Trustee Sharpe moved, that the Board of Trustees of Western Washington University approve the revised Conflict of Interest policy, dated June 10, 2022, superseding the Board Policy on Conflict of Interest dated October 7, 1994.

The motion passed.

MOTION 06-12-2022

Trustee Sharpe moved, that the Board of Trustees of Western Washington University approve the Board Statement of Values and Member Expectations, dated June 10, 2022.

The motion passed.

15. APPROVAL OF SPRING QUARTER DEGREES

Brent Carbajal, Provost and Vice President for Academic Affairs presented the candidates for undergraduate and graduate degrees for spring quarter.

MOTION 06-13-2022

Trustee Jo moved, that the Board of Trustees of Western Washington University, on 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 1022, effective June 10, 2022.

The motion passed.

16. INFORMATION ITEMS

a. Tenure and Promotion Report

Provost Carbajal provided a written report listing the faculty granted tenure and/or promotion effective September 2022.

b. Academic Affairs Report – Peak Majors

Provost Carbajal provided a written report on the University's

c. University Advancement Report

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

d. Capital Program Report

Vice President Lopes provided a written report on the University's capital programs.

e. University Relations and Marketing Report

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

f. Enrollment Management Report

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

g. Fellowship and Scholarship Recipients

Provost Carbajal provided a written report on the fellowship and scholarship recipients in the 2021-2022 academic year.

17. ELECTION OF BOARD OFFICERS

MOTION 06-14-2022

Trustee Jo moved, that the Board of Trustees of Western Washington University elect the following trustees to one-year terms as Board officers, to be effective at the close of this meeting.

- John Meyer, Chair
- Faith Pettis, Vice Chair

The motion passed.

18. TRUSTEE REMARKS

The trustees thanked everyone in attendance for their participation and the thoroughness of the meeting materials.

19. DATES FOR NEXT MEETING

August 18 & 19, 2022

23. ADJOURNMENT

The meeting adjourned at 12:36 p.m.

**Western Washington University
Board of Trustees
Meeting Minutes
Thursday, August 18, 2022**

1. CALL TO ORDER

Board Chair, Trustee John Meyer called the regular meeting of the Board of Trustees of Western Washington University to order at 3:02pm at the Shannon Point Marine Center in Anacortes, WA.

Board of Trustees

John M. Meyer, Chair
Chase Franklin, Vice Chair
Chris Witherspoon
Faith Pettis
Karen Lee
Mo West
Keara Ryan
Sue Sharpe

Western Washington University

Sabah Randhawa, President
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Melynda Huskey, Vice President for Enrollment and Student Services
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations and Marketing
Kim O'Neill, Vice President for University Advancement
Jacqueline Hughes, Chief Diversity Officer and Executive Director, Office of Equity
Rayne Rambo, Assistant Secretary to the Board of Trustees

2. SHANNON POINT MARINE CENTER: FOCUS AND RESEARCH

Dr. David Patrick provided an overview of Shannon Point Marine center research, teaching and outreach activities, including a tour of facilities.

3. TOUR SHANNON POINT MARINE CENTER

The Board of Trustees went on a faculty-led tour of the Shannon Point Marine Center in Anacortes, WA.

**Western Washington University
Board of Trustees
Special Meeting Minutes
Monday, September 19, 2022**

1. CALL TO ORDER

Board Chair, Trustee John Meyer called the special meeting of the Board of Trustees of Western Washington University to order at 9:33 a.m., via Zoom. A quorum was established by roll call.

Board of Trustees

John M. Meyer, Board Chair – *via Zoom*
Faith Pettis, Vice Chair – *via Zoom*
Keara Ryan – *via Zoom*
Sue Sharpe – *via Zoom*
Mo West – *via Zoom*
Chris Witherspoon – *via Zoom*

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost/executive Vice President
Joyce Lopes, Vice President for Business and Financial Affairs
Robert Squires, Vice Provost, Outreach and Continuing Education
Becca Kenna-Schenk, Executive Director, Government Relations
Melissa Nelson, Assistant Attorney General
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Rayne Rambo, Executive Assistant to the President
Robert Clark, Manager of Digital Video Services
Lisa LaGuardia, Assistant Attorney General

2. APPROVAL OF WWU PENINSULAS DECISION PACKAGE

Board approval is required for decision packages comprising Western's 2023-2025 Biennial Operating Budget Request for submission to the Governor's Office of Financial Management.

President Randhawa introduced the Decision Package with three main components:

1. Funding for faculty, degree programs still being defined by workforce needs
2. Support services, critical services such as admissions/financial aid/ academic advising
3. Enhancement of physical and IT infrastructure

President Randhawa is also working with legislature on a bill to authorize Western to offer 4-year programs. Funding would begin on July 1, 2023.

MOTION 09-01-2022

Trustee Pettis moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the WWU-Peninsulas decision package and operating budget request of \$8,805,024 in state funds in support of academic and administrative operations at WWU's locations on the Kitsap and Olympic Peninsulas. With

concurrence of the Board Chair, the President may make adjustments to the approved budget request in response to subsequent instructions from the Office of Financial Management, to advance consistency among the submissions of Washington's six public baccalaureate institutions, or other adjustments as appropriate.

Trustee West seconded the motion.

The motion passed with a 6-0 vote in the affirmative by all trustees present.

3. EXECUTIVE SESSION

Chair Meyer called a 10-minute Executive Session at 9:56am.

RCW 42.30.110 of the Open Public Meetings Act governs Executive Sessions of the Board of Trustees.

The Executive Session concluded at 10:08am.

4. ADJOURNMENT

The meeting adjourned at 10:09am. The next Regular Meeting of the Western Washington University board of Trustees is on Friday, October 14.

**Western Washington University
Board of Trustees
Special Meeting Minutes
Thursday, September 29, 2022**

1. CALL TO ORDER

Board Chair, Trustee John Meyer called the special meeting of the Board of Trustees of Western Washington University to order at 9:04 a.m., via Zoom. A quorum was established by roll call.

Board of Trustees

Chase Franklin – *via Zoom*
John M. Meyer, Board Chair – *via Zoom*
Faith Pettis, Vice Chair – *via Zoom*
Sue Sharpe – *via Zoom*
Mo West – *via Zoom*
Chris Witherspoon – *via Zoom*

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost/executive Vice President
Becca Kenna-Schenk, Executive Director, Government Relations
Melissa Nelson, Assistant Attorney General
Geno Defa, Interim Associate Vice President of Human Resources
Rod Younker, Labor Relations Attorney, Partner and CEO, Summit Law
Rebecca Hansen-Zeller, Secretary to the Board of Trustees

2. EXECUTIVE SESSION

Chair Meyer announced a 30-minute Executive Session to meet with legal counsel at 9:05 am. The Open Public Meetings Act authorizes the Board to meet in Executive Session to discuss specific matters as outlined in RCW 42.30.110. No action was taken in Executive Session.

Chair Meyer welcomed participants back to the public meeting at 9:52am.

**3. ACTION ITEM: CONSIDERATION OF A COLLECTIVE BARGAINING AGREEMENT
BETWEEN WESTERN WASHINGTON UNIVERSITY AND PUBLIC SCHOOL EMPLOYEES
(PSE) OF WASHINGTON**

A Collective Bargaining Agreement was reached with the WWU collective bargaining team and the Public School Employees (PSE) of Washington on September 13, 2022. The Agreement was ratified by the membership on September 22, 2022. The Board heard about the changes to this contract and fiscal impacts during Executive Session.

MOTION 09-02-2022

Trustee Franklin moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the Collective Bargaining Agreement between Western Washington University and the Public School Employees (PSE) of Washington for July 1, 2023 through June 30, 2025.

Trustee Pettis seconded the motion.

The motion passed with 6 votes in the affirmative by all trustees present.

Chair Meyer thanked members of the bargaining teams from Western Washington University.

4. ACTION ITEM: CONSIDERATION OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN WASHINGTON UNIVERSITY AND WASHINGTON FEDERATION OF SCHOOL EMPLOYEES (WFSE)

A Collective Bargaining Agreement was reached with the WWU collective bargaining team and the Washington Federation of State Employees (WFSE) on September 12, 2022. The Agreement was ratified by the membership on September 23, 2022. The Board heard about the changes to this contract and fiscal impacts during Executive Session.

MOTION 09-03-2022 Trustee Witherspoon moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the Collective Bargaining Agreement between Western Washington University and the Washington Federation of State Employees (WFSE) for July 1, 2023 through June 30, 2025.

Trustee Sharpe seconded the motion.

The motion passed with 6 votes in the affirmative by all trustees present.

Chair Meyer thanked members of the bargaining teams from Western Washington University.

5. ACTION ITEM: CONSIDERATION OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN WESTERN WASHINGTON UNIVERSITY AND FEDERATION OF POLICE (FOP) MATT HERZOG MEMORIAL LODGE #24 LAW ENFORCEMENT UNITS

A Collective Bargaining Agreement was reached with the WWU collective bargaining team and the Fraternal Order of Police (FOP) on June 13, and the Agreement was ratified by the membership on the same day, June 13, 2022. The Board heard about the changes to this contract and fiscal impacts during Executive Session.

MOTION 09-04-2022 Trustee Sharpe moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the Collective Bargaining Agreement between Western Washington University and the Washington State Fraternal Order of Police Matt Herzog Memorial Lodge #24 Law Enforcement Units for July 1, 2023 through June 30, 2025.

Trustee West seconded the motion.

The motion passed with 6 votes in the affirmative by all trustees present.

Chair Meyer thanked members of the bargaining teams from Western Washington University.

6. WWU PENINSULAS DECISION PACKAGE UPDATE

The WWU Board of Trustees approved inclusion of the WWU-Peninsulas decision package in the University's 2023-2025 Biennial Operating Budget Request on September 19, 2022. There was an error in the total amount of the decision package that was included in the meeting materials. The correct total request for the WWU-Peninsulas decision package for the 2023-25 biennium is \$8,035,668.

7. ADJOURNMENT

Chair Meyer shared reflections from the State of the University event that took place on September 28. He thanked trustees who attended on campus and online.

The meeting adjourned at 10:07 am.

The next Regular Meeting of the Board of Trustees is on October 13-14, 2022.