

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: June 9, 2023
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. April 13 and 14, 2023 Regular Meeting

Supporting Information:

Minutes of April 13 and 14, 2023 Regular Meeting



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
April 13 and 14, 2023**

1. CALL TO ORDER

Vice Chair Faith Pettis called the meeting to order at 3:01pm in the Old Main Board Room 340 in Bellingham, WA.

Board of Trustees:

Faith Pettis, Vice Chair
Chris Witherspoon, Trustee
Sue Sharpe, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Keara Ryan, Trustee
Ash Awad, Trustee (via Zoom)
John Meyer, Chair (via Zoom)

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Melynda Huskey, Vice President for Enrollment and Student Services
Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations & Marketing
Julie Nicoll, Assistant Attorney General
Tim Bruce, Assistant Professor and Director of Education Leadership, Woodring College of Education
Dave Patrick, Dean of Graduate School / Vice Provost for Research
William Nelson, Superintendent of LaConner School District, current WWU graduate student, and candidate for the Doctor of Education (EdD) in Education Leadership
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Annie Byers, Administrative Assistant to the Board of Trustees and President's Office

2. GRADUATE PROGRAMS AND EDUCATION

Tim Bruce, Assistant Professor and Director of Education Leadership, Woodring College of Education, outlined the EdD offerings and the structure of the various pathways for students. There are eleven students in the first cohort who will graduate in June 2023.

William Nelson, Superintendent of LaConner School District, current WWU graduate student, and candidate for the Doctor of Education (EdD) in Education Leadership, shared his research on Indigenous students in LaConner. He used an indigenous research framework and worked with the Swinomish people to develop his research objective and questions.

Dave Patrick, Dean of Graduate School and Vice Provost for Research, shared a broad perspective on Graduate offerings and enrollment in Graduate programs. He framed Graduate programs as an area of opportunity, especially if WWU leverages existing infrastructure and expertise to launch and expand programs. Marketing and program visibility is a challenge. Dave Patrick discussed funding models that involve both state funding and an entrepreneurial approach with industry partners.

The meeting adjourned for the day at 4:42pm

3. CALL TO ORDER, APPROVAL OF MINUTES

Vice Chair Pettis Called the April 14, 2023, meeting of the Western Washington University Board of Trustees to order at 8:00am in the Old Main Board Room 340 in Bellingham, WA.

Board of Trustees:

Faith Pettis, Vice Chair
Chris Witherspoon, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Keara Ryan, Trustee
Ash Awad, Trustee
John Meyer, Chair (via Zoom)
Sue Sharpe, Trustee (via Zoom)

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Melynda Huskey, Vice President for Enrollment and Student Services
Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations & Marketing
Brandon Dupont, Vice President and President-Elect of the Faculty Senate
Melissa Nelson, Assistant Attorney General
Kerena Higgins, Assistant Attorney General
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Annie Byers, Administrative Assistant to the Board of Trustees and President's Office

MOTION 04-01-2023

Trustee Chris Witherspoon moved, that the Board of Trustees approve the regular meeting minutes from February 9-10, 2023.

Trustee Mo West seconded. The motion passed 8-0.

4. PUBLIC COMMENT

The Board of Trustees agenda provides for public comment per Amended RCW 28B.35.110, also known as the Open Public Meetings Act.

A written comment on the University investment policy was received from Gabriel Kelly. He urged WWU to divest from the gun industry.

Gabe Wong addressed the board regarding the formation of a Student Advisory Committee.

Rahma Iqbal emphasized a focus on outreach in the Associated Students and supports the formation of a Student Advisory Committee.

Flynn Williams spoke about the gun industry and the University investment policy.

5. BOARD CHAIR REPORT

Chair Meyer gave his report and began by welcoming Annie Byers, Administrative Assistant to the Board of Trustees and President's Office. He noted the success of a recent public safety forum with the Jacqueline Hughes, Chief Diversity Officer, and Katy Potts, WWU Police Chief. Meyer also announced that the Board has contracted with Rick Beaton of Motis, Inc. to conduct an evaluation of President Randhawa.

Meyer reported the Board had also been engaged in the budget development process, which we will hear more about today. He noted the Board is working with President Randhawa to prepare to review the 2023-24 budget for approval at the June meeting.

Meyer highlighted there will be a groundbreaking ceremony for Kaiser-Borsari Hall on May 20, 2023 in conjunction with Back2B'ham Alumni events. The Board is looking forward to celebrating graduates with eight commencement ceremonies in June 2023.

6. REFLECTIONS FROM ASSOCIATION OF GOVERNING BOARDS CONFERENCE ON TRUSTEESHIP

Trustees Mo West, Chris Witherspoon, and Faith Pettis shared their reflections on the Association of Governing Boards National Conference on Trusteeship. All commented on the quality of the information presented and the networking opportunity with other university leaders across the country. Rebecca Hansen-Zeller, Secretary to the Board of Trustees, also attended and participated in a training track for Board Professionals.

7. UNIVERSITY PRESIDENT REPORT

Sabah Randhawa provided an update on the open dean searches in the College of Business and Economics, College of Humanities and Social Sciences, Dean of the Libraries, and the Athletic Director search. President Randhawa also provided an update on repatriation of Indigenous remains held on campus pertaining to the Native American Graves Protection and Repatriation Act (NAGPRA). Randhawa announced an upcoming Holocaust Memorial event and plans for a Munro Institute for Civic Education event this fall to discuss the legacy of former Western Washington University President Charles Fisher. He added the Munro Institute is named in honor of former Western Washington University Trustee, Ralph Munro.

8. FACULTY SENATE REPORT

Brandon Dupont, Vice President and President-Elect of the Faculty Senate, reported on the Western Bookstore processes for digital textbooks. He also reported on the course modality policy that is under development. The process for developing new questions for course evaluations is wrapping up. He noted Faculty interest in Strategic Enrollment Management work. He also shared concerns among Faculty about budget cuts.

9. ASSOCIATED STUDENTS REPORT

Sargun Handa, AS President, was not in attendance.

10. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

Trustee Chase Franklin gave the Finance, Audit, and Enterprise Risk Management (FARM) Committee report. He noted a few highlights from the last FARM meeting including a presentation on Continuing Education. It was noted a need for a strategic approach to program development. The committee also discussed summer tuition and campus climate.

11. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Committee Chair, gave the Academic Affairs and Student Success Committee (AASSC) report. Trustee West noted an excellent discussion about Graduate Programs and Research, the new Strategic Enrollment Management targets, and legislative successes reported by Nora Selander, Executive Director, Government Relations.

DISCUSSION ITEMS

12. BUDGET AND ENROLLMENT PLANNING

President Sabah Randhawa, Brad Johnson, Provost and Executive Vice President, and Joyce Lopes, Vice President for Business and Financial Affairs, provided an update to the Board of Trustees on enrollment and budget planning for 2023-24 and beyond.

13. 2023 LEGISLATIVE SESSION UPDATE

Nora Selander, Director of Government Relations, provided the Trustees with an update on progress during the current legislative session. The session started on January 9, 2023, and is set to end on April 23, 2023. She reported on legislative priorities such as compensation increases, expansion on the peninsulas, first-year retention initiatives, and capital construction support for infrastructure projects, including the heating conversion project. She also outlined legislative proposals such as K-12 data sharing and blanket approval for applied doctorate degrees. Selander also reported that the operating revenue collection projection is looking stagnant.

BREAK

Vice Chair Pettis announced the Board would take a fifteen-minute break at 9:32 am. The Board reconvened at 9:45 am.

14. FOUNDATION / ALUMNI ASSOCIATION MERGER

Kim O'Neill, Vice President for University Advancement and CEO of the Western Foundation, provided a recap of the history and milestones achieved toward the development of a combined Foundation and Alumni Association. The final agreement between the University and the new Foundation structure will be completed in June, in preparation for the new Foundation for Western Washington University and Alumni to be established on July 1, 2023.

ACTION ITEMS

15. APPROVAL OF RESOLUTION 2023-03: CONSENT TO AMEND THE ARTICLES OF INCORPORATION

President Randhawa and Kim O'Neill, Vice President for University Advancement and CEO of the WWU Foundation, presented the following Resolution to the Board of Trustees:

WHEREAS, Western Washington University (the "University"), an agency of the Washington state government, and the Western Washington University Foundation (the "Foundation"), a Washington nonprofit corporation that is recognized by the Internal Revenue Service as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and that is organized to support the purposes of the University, entered into an agreement in 1995, which was amended in 2010 and again in 2016 (the "Agreement"), which defines the terms of the relationship between the University and the Foundation;

WHEREAS, the Agreement says that the Foundation shall "[n]ot change its stated purpose for existence as set forth in Article IV of its Articles of Incorporation during the lifetime of this Agreement without first obtaining written consent from the University";

WHEREAS, the Foundation desires to amend its purposes in Article IV of its Articles of Incorporation to reflect the merger of the Alumni Association of Western Washington University with

and into the Foundation, which merger the University has determined to be in the University's best interest; and

WHEREAS, the University desires to consent to the amendment to the Foundation's purposes in Article IV of its Articles of Incorporation.

NOW, THEREFORE, I, a duly appointed officer of the University with the authority to execute this certification on the University's behalf, hereby certify that the University consents to the amendment to the Foundation's purposes in Article IV of its Articles of Incorporation.

MOTION 04-02-2023

Trustee John Meyer moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the resolution as presented to allow the Foundation to amend its Articles of Incorporation so that the merger of the WWU Foundation and the Alumni Association of WWU may proceed.

Trustee Chase Franklin seconded. The motion passed 8-0.

16. APPROVAL OF SUMMER TUITION

Brad Johnson, Provost and Executive Vice President, outlined the proposed increases and explained that they are necessary to cover increasing Summer Session operational costs, including salaries, benefits, and other expenses.

MOTION 04-03-2023

Trustee Keara Ryan moved, that the Board of Trustees of Western Washington University, on recommendation of the President, approves the recommended Summer Session tuition for 2023: specifically, that resident undergraduate and graduate tuition will rise to \$290 and \$369 per credit, respectively; and nonresident undergraduate and graduate tuition will increase to \$461 and \$540 per credit, respectively. Tuition rates for programs for the MBA program are estimated not to exceed the approved rates from the academic year: \$426 per credit for resident graduate and \$1,064 for non-resident. Student tuition will be charged on a per credit basis for Summer Session.

Trustee Mo West seconded. The motion passed 8-0.

17. PUBLIC WORKS PROJECTS

Joyce Lopes, Vice President for Business and Financial Affairs, Rick Benner, University Architect and Senior Director of Capital Planning and Development, and Brian Ross, Director of Capital Budget and Public Works Procurement, presented the three projects for approval and answered Trustee questions.

- a. Delegation of Authority to Amend the Construction Contract for Tenant Improvements for Electrical Engineering and Computer Science (Kaiser Borsari Hall) Project, PW758

MOTION 04-04-2023

Trustee Mo 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 construction contract amendment #7 (Tenant Improvements) of \$1,205,496 (and associated sales tax) and execute documents for the tenant improvements of four labs for the Electrical Engineering and Computer Science (Kaiser Borsari Hall) Project.

Trustee Keara Ryan seconded. The motion passed 7-0, with Trustee Ash Awad abstaining.

- b. Delegation of Authority to Approve the Construction Contract for Fairhaven Recording Studio, PW781

MOTION 04-05-2023

Trustee Chase Franklin 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 a construction contract not to exceed \$925,000 (and associated sales tax) and execute documents for the construction of the Fairhaven Recording Studio, PW781.

Trustee Ash Awad seconded. The motion passed 8-0.

- c. Construction Contract for Fairhaven Stacks (FX) Hydronic Pipe and Valve Replacements, PW803

MOTION 04-06-2023

Trustee Ash Awad moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to CDK Construction Services Inc. of Duvall, Washington, in the amount of \$962,300 (plus associated sales tax) for the construction contract to replace failing water-based heating (hydronics) pipes and valves in several stacks in the Fairhaven complex.

Trustee Chris Witherspoon seconded. The motion passed 8-0.

18. APPROVAL OF HOUSING & DINING RATES

Melynda Huskey, Vice President for Enrollment and Student Services outlined increases in rates for Housing and Dining for 2023-2024.

MOTION 04-07-2023

Trustee Chris Witherspoon moved, the Board of Trustees of Western Washington University, upon recommendation of the University President, approve the Housing and Dining rates as proposed. The 2023-2024 proposed rates call for:

- 1). 4.73% increase in the base residence hall room and board rates.
- 2). 6.00 % increase in Birnam Wood apartment rental rates.

Trustee Mo West seconded. The motion passed 8-0.

19. APPROVAL OF POL-U2100.04, FACULTY POLICY ON COMPENSATED PROFESSIONAL ACTIVITIES

Brad Johnson, Provost and Executive Vice President, explained that the policy was developed in response to SB5854 “concerning the ethical performance of faculty duties’ which was passed on June 9, 2022.

MOTIN 04-08-2023

Trustee Mo West moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the policy POL-U2100.04 Faculty Policy on Compensated Professional Activities.

Trustee Chris Witherspoon seconded. The motion passed 6-0, with Trustee Keara Ryan abstaining and Trustee Sue Sharpe not available at the time of the vote.

INFORMATION ITEMS

20. PROFESSIONAL LEAVE

Brad Johnson, Provost and Executive Vice President, shared the faculty professional leave proposals that have been approved for AY 2023-2024 and provided a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western’s faculty members.

21. REPORTS

The Trustees received the following written reports.

- a. Enrollment Management Summary

Vice President Melynda Huskey provided a written report on the University's general enrollment and admissions.

b. University Advancement Report

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

c. Capital Program Report

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

d. University Relations and Marketing Report

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

e. Sustainability Report

Vice President Huskey provide a written report on the University's Sustainability Program

f. Grant Report

Provost Johnson provided a written report with information for the Office of Research and Sponsored Programs concerning grant awards.

22. TRUSTEE REMARKS

Trustees were invited to give remarks.

23. DATES FOR NEXT REGULAR MEETING: June 8-9, 2023

The next meeting of the Board of Trustees will be June 8-9, 2023 in Bellingham, WA.

24. ADJOURNMENT

The meeting adjourned at 10:41am.