

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**REGULAR MEETING  
October 9, 2009**

**I. CALL TO ORDER**

Chair Phil Sharpe called the regular meeting of the Board of Trustees of Western Washington University to order at 8:03 a.m. in OM 340, Western Washington University, Bellingham, WA.

**Board of Trustees**

Betti Fujikado  
Sarah Ishmael  
Howard Lincoln  
Dennis Madsen  
Ralph Munro  
Phil Sharpe, Chair  
John Warner  
Peggy Zoro, Vice Chair

**Western Washington University**

Bruce Shepard, President  
Wendy Bohlke, Assistant Attorney General  
Stephanie Bowers, Vice President for University Advancement  
Sherry Burkey, Associate Vice President for University Relations  
Paul Cocke, Director, University Communications  
Eileen Coughlin, Vice President for Student Affairs & Academic Support Services  
Paula Gilman, Exec. Director of University Planning & Budgeting  
Sue Guenter-Schlesinger, Vice Provost for Equal Opportunity & Employment Diversity  
Matt Jarrell, President, Associated Students  
Dan Larner, President, Faculty Senate  
Catherine Riordan, Provost & Vice President for Academic Affairs  
Elizabeth Sipes, Secretary to the Board of Trustees  
Barbara Stoneberg, Administrative Assistant to the President  
Steve Swan, Vice President for University Relations  
Kathy Wetherell, Interim Vice President for Business & Financial Affairs

**2. APPROVAL OF MINUTES**

MOTION 10-1-09

Dennis Madsen moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following as amended:

- Minutes of the Board of Trustees Meeting, August 13 & 14, 2009

Motion passed unanimously.

### **3. RECOGNITIONS AND INTRODUCTIONS**

#### **2009-2010 Associated Students Board of Directors**

Eileen Coughlin, Vice President for Student Affairs and Academic Support Services, introduced the 2009-2010 Associated Students Board of Directors: Matt Jarrell, President, Virgilio Cintron, Vice President for Business & Operations, Ramon Rinonoss-Diaz, Vice President for Academics, Colin Watrin, Vice President for Activities, Bernard Ikegwuoha, Vice President for Diversity, Morgan Holmgren, Vice President for Government Affairs, and Mike Pond, Vice President for Student Life.

#### **Faculty Award Recipients**

Catherine Riordan, Provost and Vice President for Academic Affairs introduced the 2008-2009 Faculty Award Recipients: Wendy Walker, Excellence in Teaching Award; Michael Medler, Faculty Outstanding Service Award; Jackie Caplan-Auerbach, Peter J. Elich Excellence in Teaching Award; Lorraine Kasprisin, Diversity Achievement Award; Merrill Peterson, Paul J. Olscamp Research Award, and Carmen Werder, Carl H. Simpson Bridging Award.

#### **Team Recognition Award**

The new award, implemented Fall 2009, was awarded to the Early Registration Team for exemplary teamwork that provides vital support for the academic enterprise. Susanna Yunker, Registrar introduced the team members.

### **4. BOARD CHAIR**

- a. Trustee Dennis Madsen read Resolution No. 2009-13.

WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES

RESOLUTION NO. 2009-13  
WELCOMING TRUSTEE RALPH MUNRO

WHEREAS, on October 1, 2009, Governor Christine Gregoire appointed Ralph Munro of Olympia, Washington, to serve a term on the Western Washington University Board of Trustees through September 30, 2015; and

WHEREAS, Ralph Munro brings to his appointment as a trustee a long and distinguished record of public service in Washington and the nation, including 21 years of service as Washington's Secretary of State, a job to which he was elected five times; and

WHEREAS, Ralph Munro brings to his appointment as a trustee his role as a sponsor of the Munro Institute for Civic Education which carries out programs that promote civic education training for the public and especially social studies and civics teachers; and

WHEREAS, Ralph Munro brings to his appointment the Ralph Munro Distinguished Professorship in Civic Education that was established and named in his honor by Western Washington University and the Higher Education Coordinating Board; and

WHEREAS, Ralph Munro earned his bachelor's degree in Education and Political Science from Western in 1966 and was recognized by Western as a Distinguished Alumnus in 1989; and

WHEREAS, Ralph Munro brings to his appointment as a trustee his experience of service on numerous local, national and international boards and commissions including the Board of Directors of several domestic corporations, such as Prepared Response, Sunstream Boat Lifts, The Squaxin Island Tribal Museum and History Link; and

WHEREAS, Ralph Munro has declared his commitment to serve as a member of the Western Washington University Board of Trustees;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends hearty congratulations and a warm welcome to Ralph Munro as he begins his term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 9, 2009.

b. Trustee Peggy Zoro read Resolution No. 2009-14.

WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES

RESOLUTION NO. 2009-14  
WELCOMING TRUSTEE SARAH ISHMAEL

WHEREAS, on September 8, 2009, Governor Christine Gregoire appointed Sarah Ishmael of Gig Harbor, Washington, to serve a one-year term on the Western Washington University Board of Trustees; and

WHEREAS, Sarah Ishmael is a senior in good standing at Western Washington University and is working towards a Bachelor of Arts Degree with a concentration in Law Diversity and Justice: Advocacy for Equal Access to Higher Education; and

WHEREAS, Sarah Ishmael brings to her appointment as a trustee leadership qualities developed as Vice President for Legislative and Governmental Affairs of the Western Washington University Associated Students; and

WHEREAS, Sarah Ishmael brings to her appointment as a trustee dedication to the campus community through her service chairing the Legislative Affairs Council, the ASWWU representation to the Washington Student Lobby, and other Bellingham city and Whatcom County organizations including the Mayor's Neighborhood Advisory Commission; and

WHEREAS, Sarah Ishmael was nominated by an Associated Students committee to serve as a student member of the Western Washington University's Board of Trustees; and

WHEREAS, Sarah Ishmael has declared her commitment to serve as a member of the Western Washington University Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends a warm welcome to Sarah Ishmael as she begins her term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 9, 2009.

c. Summary of Board of Trustees Retreat

Chair Sharpe reported on the Board of Trustees Retreat, September 24 & 25 at the Semiahmoo Resort in Blaine, WA. The Board discussed the transition in review of President Shepard and the transition of members on the Board of Trustees. The president's review was facilitated by Dr. John Moore of Penson & Associates, Inc. Moore met with a number of diverse stakeholders within and outside the university. He provided his preliminary report to the Board at the retreat. The Board will issue a public statement summarizing the performance review to the campus community shortly.

The Board of Trustees also conducted a self-assessment of their performance as a Board, providing an opportunity to reflect and assess what they have accomplished and how they can be more effective in the future.

President Shepard reported that Western's Board of Trustees is a high achieving and very effective Board. The retreat acknowledged that he and the Board share many priorities and strategies for Western.

**5. PRESIDENT'S REPORT**

**a. September/October Report to the Legislature on 2009-11 Operating Budget Implementation**

Shepard reported on the September/October Report to the Legislature on 2009-11 Operating Budget Implementation. Shepard thanked Paula Gilman, Executive Director for Planning and Budgeting and her staff, for preparing a detailed response to the legislative requests. His testimony to the legislature is available to the campus community on his website. Shepard said that data shows that Washington has the most efficient baccalaureate institutions in the nation and there are few activities that can be cut. Western took a leadership role and all six state-institution presidents are united in their concerns regarding the negative consequences further budget reductions would have on higher education in the state.

**b. Campaign Planning and “100 Conversations”**

Shepard said the “100 Conversations” came out of the idea of a “publicly-purposed” university. We need to ask the public to help us identify what the public purposes are and to help guide us on how we can more effectively serve the state. Stephanie Bowers, Vice President for University Advancement, said the “100 Conversations” have become a university initiative with the involvement of faculty and students through the Teaching/Learning Academy (TLA).

Bowers reported that the vice presidents and deans will establish their own conversations with parents, advisory boards, etc. The “100 conversations” with state and regional leaders may keep them engaged with Western and also help us identify resources to become a ‘publicly purposed’ university. It was suggested that we offer the “100 Conversations” online. Trustee Madsen said this is an opportunity to help Western “transform ourselves” and get to the next level. Western makes a difference to the public and broader community and Washington State. Bowers said that two conversations have been completed and the remaining should be completed in a few months.

In response to a question, Bowers said that each conversation has a host, a convener, a Foundation staff person and a TLA student taking notes. The students from the TLA have volunteered to be both a participant and a scribe at each of the conversations. We will be able to synthesize the information collected for analysis and follow-up and report back on the discussions.

Trustee Munro said that we need to identify ways to get the word out that WWU is the best resource in the state for the most talented and brightest people for jobs. Trustee Fujikado suggested that a conversation be held with some of the major employers in the area who employ Western graduates.

A publication with the findings of the 100 Conversations will be produced and widely disseminated. It will also be useful in Western’s Capital Campaign, and for testimony to the legislature.

Bowers updated the Board on the status of the university’s Comprehensive Campaign. The campaign committee met with the Deans and Vice Presidents in a planning retreat and established several underlying themes. The Bellingham and campus community is involved in prioritizing the themes from an internal and external perspective. Bowers distributed a copy of the “Guiding Principles of the Campaign.”

## **6. ASSOCIATED STUDENTS**

Matt Jarrell, AS President updated the Board on recent activities of the Associated Students. The AS would like to clarify the AS role within the university, maintain oversight of the student fees, and collaborate with University Relations to rebrand the university when talking to legislators. Jarrell is conducting “Talk Times with the AS President” around the campus to meet with students and listen to what they have to say. The AS Board approved a Resolution in Consideration of Initiative 1033 and a copy was distributed. The AS Board also approved the Triennial Assessment Program (TAP), an assessment tool for the different programs run by the Associated Students.

## **7. FACULTY SENATE**

Dan Larner, Faculty Senate President, reported that the UFWW, the Faculty Senate, and the university administration have a very harmonious relationship. The Faculty Handbook, Constitution, Bylaws were revised to comply with the current structure. The Faculty Senate is creating ways of open communication between the Senate and university stakeholders. They are addressing larger university issues and making sure the faculty voice is integrated with the overall efforts of the university.

At 9:30 a.m. Chair Sharpe announced a 10 minute break. The meeting reconvened at 9:40 a.m.

## ACTION ITEMS

### 8. Approval of WWU and UFWW Contract Agreement

President Shepard said the WWU contract agreement with the United Faculty of Western Washington (UFWW) connects with and supports the university's vision to become the premier public comprehensive university in the country through engaged excellence.

Shepard said because of the current budget situation Western does not have the resources to provide the competitive salaries to any university employees. There are no faculty salary increases in this biennium in the WWU and UFWW contract agreement. However, it was agreed that merit dollars in the previous contract will be awarded to faculty who receive a superior post-tenure review. 90.3% of the faculty voted to accept the contract, and 42 faculty members will receive a salary adjustment following a post-tenure review. 692 of 734 faculty members will not receive a salary adjustment.

Steve Garfinkle, President of UFWW and Susan Costanzo, Chair of the UFWW Bargaining Team, concurred that the contract supports the mission of the university. The contract reflects the cooperation between the UFWW and the university administration and rewards a small group of faculty who have contributed long-term successful service to the university. The contract makes a statement that the university supports faculty who are loyal to and serve the institution well. It does exactly what it ought to be doing in these difficult budget times. Costanzo thanked everyone on the university's bargaining team. Both the UFWW and the university administration recognized the short term difficulty faced by the institution and mutually solved problems. Good precedents were set for future contract negotiations. Steve Swan, Vice President for University Relations, and a member of the University Administration Bargaining Team, concurred that it truly was a partnership approach and everyone recognized the current difficult times and the long range view of what is going to be best for WWU now and in the future.

Because her husband is a member of Western's faculty, Trustee Zoro recused herself from discussion and voting on this matter.

Trustee Lincoln appreciates that the faculty union and the university administration are working closely together and the agreement focuses on merit increases as opposed to "across-the-board" increases. However, Lincoln stated that it is not appropriate during these difficult economic times when many people are unemployed and with no job prospects, for any state employee to receive a salary increase. He also noted that state employees have job security and receive health and retirement benefits not available to many in the public sector. Trustee Lincoln said he will vote against acceptance of the contract.

Trustee John Warner said that approximately 10 years ago the Board had the objective of improving Western faculty salaries to be more competitive with our peer institutions. Because of state funding they were not able to bring it to fruition. Although this contract is contrary to the current economic situation, it is a step in the right direction. Warner said his priorities are to make sure we have adequate financial aid for the students and to support the faculty who teach the students. Trustee Warner said he will vote to accept the contract and agrees with using the merit system to recognize excellence.

Trustee Betti Fujikado said that because of the economy she understands both sides of this issue. She noted however, that for Western to fulfill its mission to become the premier comprehensive institution in the country, it is important that we remain competitive. Because the contract is merit-based she will vote to accept it.

Trustees Madsen, Ishmael, and Sharpe agreed that because the contract supports the university's mission and is merit-based, they would vote to accept it.

MOTION 10-2-09 Dennis Madsen moved that the Board of Trustees of Western Washington University, on the recommendation of the President, approve the contract amendment that was negotiated between the bargaining teams of WWU and the UFWW and which has been approved by the membership of the UFWW.

Motion passed. Yes – 5, No – 1

## **9. Consent Items**

MOTION 10-3-09      Sarah Ishmael moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Consultant contract for Design of Network Infrastructure Switches (PW 605)
  - 2010 Supplemental Operating Budget

Motion passed unanimously.

## **10. Approval of the Articles of Incorporation of “Western Crossing Development Corporation”**

President Shepard said the Western Crossing Development is a continuation of Western's involvement with the city and county in the development of Bellingham's waterfront. The established entity known as the *Viking Development* has been renamed the *Western Crossing Development*. With the establishment of a corporation and through the Board ratification of the Articles of Incorporation it allows us, in partnership with the Port and the City, to take the next steps towards making Western a reality on the waterfront. Swan noted that Western is already on the waterfront in the form of the Technology Development Center and Innovation Partnership Zone.

MOTION 10-4-09                    Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, ratify the Articles of Incorporation, establishing the Western Crossing Development Corporation.

Motion passed unanimously.

## **DISCUSSION ITEMS**

### **11. Operating Budget Planning Process**

Shepard said Western's budgeting process is open and transparent, but also accountable and justifiable. The draft schedule of the Operating Budget Activities for 2009-10 and 2010-2011 was included in the packet. Paula Gilman, Executive Director of University Planning and Budgeting, said the schedule was reviewed by and input received from the President's Cabinet, the Vice Presidents, the Deans and the Senate's UPRC. They anticipate having to reformulate the 2010-2011 Annual Operating Budget for the Board of Trustees' consideration based on the outcomes of the 2010 Supplemental Budget enacted during the upcoming legislative session.

Gilman said they are already engaged in the initial planning for the 2011-2013 Biennial Operating Budget. The 16 planning units created on campus last year are updating their SCOT analysis and providing a list of strategic initiatives that they would like to see occur in 2011-2013. This list will be updated as the budget planning progresses. The 2011-2013 Biennial Operating Budget will be submitted to the governor on September 1, 2010.

### **12. Best Practices: Recruiting and Retaining Faculty & Staff of Color**

Sue Guenter-Schlesinger, Vice Provost for Equal Opportunity and Employment Diversity, and Kunle Ojikutu, Assistant Vice President, and Special Assistant to the President for Diversity presented an overview on the recruiting and retaining a diverse work force at Western. A PowerPoint presentation titled "Best Practices: Recruiting & Retaining Faculty and Staff of Color," outlined the workforce trends, hiring trends and the challenges facing Western. Guenter-Schlesinger and Ojikutu researched the best practices used at other institutions that could be implemented at Western, such as bridge funding, fundraising campaign to support faculty and staff diversity, partnering with historically black universities (HBCU), providing leadership opportunities for minority faculty and mentoring programs, etc. Following input from the Minority Employee Council (MEC), Provost's Council and President's Cabinet, Guenter-Schlesinger and Ojikutu will develop a proposal for the next steps and future directions to make Western a campus that reflects the changing demographics in the country.

Trustee Ishmael suggested that Western build partnerships with minority groups in the Bellingham community to provide a supportive community connection for retention of faculty and staff of color.

### **13. HINI Flu Update**

Eileen Coughlin, Vice President for Student Affairs and Academic Support Services, updated the Board on the status of the H1N1 flu on Western's campus. A list of the different communications and preventative approaches was included in the packet. Coughlin said there has been a 10% increase of students using the Student Health Center. They have provided immunization to high risk students, faculty and staff and will provide it to the broader university community when available. Coughlin said the university is well prepared for any possible H1N1 outbreak.

## **14. Fall Opening**

Eileen Coughlin, Vice President for Student Affairs and Academic Support Services provided an update on Fall Enrollment, Early Registration, Campus Housing, Opening Week, and First-Year Programs. Statistics are available on the University Dashboard accessible on the web.

Coughlin reported that in Admissions, students who are interested in attending Western submit a video on why they are interested in attending Western, as a part of their application for admission. The top videos will receive some scholarship dollars. Those videos are also accessible to other students via UTube.

## **REPORTS**

### **15. Audit Committee Report**

Trustee Howard Lincoln, Chair of the Audit Committee reported that the committee:

- Approved the minutes of the August meeting
- Heard an update on new and current audits from the Internal Auditor
- Discussed the need to update Internal Audits Charter to recognize changes in Internal Audit Professional Standards
- Received a copy of recently issued State Auditor's Whistleblower Report
- Met separately with the Internal Auditor and the President.

Trustee Lincoln is stepping down as chair of the committee. Trustee Fujikado will serve on the committee with Trustees Zoro and Madsen. The Audit Committee will decide upon who will chair.

### **16. INFORMATION ITEMS**

- **Alumni Association Report**

Vice President Bowers provided a written report on the activities of the Office of Alumni Relations.

- **Development Report**

Vice President Bowers provided a written update on WWU Foundation activities.

- **Quarterly and Fiscal Year Report on Grants & Contracts**

Provost Riordan provided information on grant awards/totals for fiscal year 2008-09.

- **Capital Projects Status Report**

Interim Vice President Wetherell provided a written update on the major capital projects. The Miller Hall renovation project is part of the out state capital appropriation for 2009-2011. The Buchanan Towers addition project is a bond funded project. Construction started in July 2009 and occupancy is projected for Fall 2010. Wetherell reported there are several of Minor Capital projects in the works that will be finished by the end of 2011.

- **Draft Climate Action Plan**

Interim Vice President Wetherell said the draft plan is a precursor to the final Climate Action Plan which will be presented to the Board at the December meeting.

- **University Relations Report**

Steve Swan, Vice President for University Relations provided a written update on the recent activities of University Relations. Swan said that Paul Cocke, Director of University Communications has given **Western Today**, a new look and is an excellent resource as to what is happening at Western.

- **HECB Master Plan**

Catherine Riordan, Provost and Vice President for Academic Affairs, said the Western will continue to pursue the goals of the HECB Master Plan. Western will take a leadership role and will be influential through our education programs, Compass 2 Campus, etc.

- **Leadership Portfolio**

Eileen Coughlin, Vice President for Student Affairs and Academic Support Services reported that students are providing an interactive portfolio that includes resume, videos, artwork, university experiences, etc. that graduating students can put online and send to prospective employers. We are infusing it with students in their first-year so by the time they graduate they can use the E-Portfolio to their advantage

**17. MEETING EVALUATION & FUTURE AGENDA TOPICS**

**18. ADJOURNMENT**

Meeting adjourned at 11:50 a.m.

**19 DATES FOR NEXT REGULAR MEETING:** December 10 & 11, 2009

**20. LUNCH PRESENTATION**

The Board was introduced to the newly promoted and tenured faculty at lunch in the Solarium.