

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
August 19, 2011**

1. CALL TO ORDER – APPROVAL OF MINUTES

Chair Dennis Madsen reconvened the meeting of the Board of Trustees of Western Washington University at 8:31 a.m., August 19, 2011, at Shannon Point Marine Center, Anacortes, WA

Board of Trustees

Betti Fujikado, Secretary
Karen Lee
Dennis Madsen, Chair
Ralph Munro, Vice Chair
Phil Sharpe
Dick Thompson
Jacob Whitish
Peggy Zoro

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 Cocks, Director, University Communications
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Anna Ellermeier, President, Associated Students
Karen Stout, President, Faculty Senate
Catherine Riordan, Provost and Vice President for Academic Affairs
Liz Sipes, Secretary to the Board of Trustees
Steve Swan, Vice President for University Relations
Richard Van Den Hul, Vice President for Business and Financial Affairs

MOTION 08-01-2011 Ralph Munro moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the minutes of the June 9, 10, 2011 Board of Trustees Meeting.

Motion carried.

2. RECOGNITIONS AND INTRODUCTIONS

Rich Van Den Hul, Vice President for Business and Financial Affairs, introduced John Furman, the new Director of Facilities Management.

Catherine Riordan, Provost and Vice President for Academic Affairs, introduced Dr. Earl Gibbons, the Vice Provost for Extended Education.

3. BOARD CHAIR REPORT

Dennis Madsen welcomed our new Student Trustees, Jacob Whitish and read Resolution No, 2011-06.

WESTERN WASHINGTON UNIVERSITY BOARD OF TRUSTEES

RESOLUTION NO. 2011-06 WELCOMING TRUSTEE JACOB WHITISH

WHEREAS, on July 5, 2011, Governor Christine Gregoire appointed **JACOB WHITISH** of Shelton, Washington, to serve a one-year term on the Western Washington University Board of Trustees; and

WHEREAS, JACOB WHITISH is a senior in good standing at Western Washington University pursuing a B.A. in Environmental Studies in Disaster Reduction and Emergency Preparedness and has supplemented his course load with classes in Business Law, Financial Accounting, Micro and Macro Economics, and Management; and

WHEREAS, JACOB WHITISH brings to his appointment as a trustee dedication to the campus community through his service as an Account Executive in the Western Washington University Associated Students Publicity Center; and

WHEREAS, JACOB WHITISH, recipient of the Eagle Scout Award, brings to his appointment as a trustee, dedication to his community by giving back to the youth members of the Boy Scouts of America, and by working on a community service project to improve Franklin Park in Bellingham; and

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

WHEREAS, JACOB WHITISH 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 a warm welcome to **JACOB WHITISH** 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 August 19, 2011.

4. UNIVERSITY PRESIDENT

President Shepard reported that Western's first Honorary Doctorate degree, honoring achievement in areas of academic pursuit, will be awarded at the December 10, 2011 Commencement Ceremony.

The President's Award, our highest community honor, is presented to those who have given distinguished service to the university and the region. Our first recipients, Jack and JoAnn Bowman, will be presented the award at the August 20, 2011 Commencement Ceremony.

Stephanie Bowers, Vice President for University Advancement reported that Western has established an office in Seattle. She and Sherry Burkey will have an opportunity to maximize Western's visibility, work with campaign supporters, and create closer ties with business, industry, and education leaders in the greater Seattle area.

The Seattle Trustees offered their help in making contacts with leaders in the King County area.

5. ASSOCIATED STUDENTS

Anna Ellermeier, Associated Students President, introduced the AS Board members attending the meeting. She gave an address to over 2,000 students who participated in the Summer Start sessions. Ellermeier reported that over the summer, AS started a new Communications & Marketing office, invested in a new structure in the Outback, and lobbied strongly for student issues during the legislative session in Olympia. She noted that Western is a leader in The Washington Student Association (WSA), a consortium of universities across the state.

6. FACULTY SENATE

Karen Stout, Faculty Senate, reported that the Senate will edit some of the language in the Faculty Handbook; will finalize a policy on consensual relationships on campus; will partner with the efforts in Olympia; and in consideration of the current budget, will look at efficiencies in the Senate Office and how their constituents can be better served.

7. CONSENT ITEMS

MOTION 6-2-2011

Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Approval of Summer Quarter Degrees
- Consultant Contract for Design Services for Classroom and Lab Upgrades (PW644)

Motion carried.

Trustee Sharpe recused himself from the meeting during Board action on the following consent item.

MOTION 6-3-2011 Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Delegation of Authority to Award Consultant Contract for Mathes Hall Renovation (PW 642)

Motion carried.

Trustee Sharpe rejoined the meeting.

8. APPROVAL OF POL-U6000.02 NAMING UNIVERSITY BUILDINGS, LARGE OPEN SPACES AND ALL OTHER UNIVERSITY FACILITIES (REVISED POLICY: NAMING UNIVERSITY FACILITIES)

President Shepard reported that the naming policy had been re-examined in order to better prepare for the comprehensive campaign, and the current policy and processes have been updated.

In response to a question regarding sponsorships, Stephanie Bowers, Vice President for University Development, said a process for approval of sponsorships is under consideration. In the interim, the president must approve all sponsorships for limited term namings.

MOTION 6-4-2011 Phil Sharpe moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves POL-U6000.02 Naming University Buildings, Large Open Spaces And All Other University Facilities.

Motion carried.

9. APPROVAL OF POL-U6000.03 NAMING UNIVERSITY COLLEGES, AND ALL OTHER INSTITUTES, CENTERS AND PROGRAMS

MOTION 6-5-2011 Phil Sharpe moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve POL-U6000.03 Naming Colleges and All Other Institutes, Centers and Programs.

Motion carried.

10. APPROVAL OF 2012 BOARD OF TRUSTEES MEETING SCHEDULE

MOTION 6-6-2011 Ralph Munro moved that the Board of Trustees of Western Washington University, establish the following meeting schedule for the year 2012:

- February 9, 10, 2012
- April 12,13, 2012
- June 7, 8, 2012
- August 16,17, 2012
- October 11 , 12, 2012
- October 11, 12, 2012
- December 13, 14, 2012

Motion carried.

11. BANNER INITIATIVES PROJECT UPDATE

Rich Van Den Hul, Vice President for Business and Financial Affairs, and Wanda VanCuren, Manager of Financial Systems and Project Manager for the Banner Initiatives, presented the Board with an update on the project. Examples of the projects completed in 2010/2011 are the Chart of Accounts Conversation, Banner GASB module, Budget Development/Salary Planner, Millennium Data Warehouse, Banner Grant module, and Automated Budget and Accounting Journal Vouchers.

Following discussion with end-users, several initiatives were added, including simplifying and automating business processes, improving services to campus, improving reporting capabilities, providing effective training and providing efficient post implementation support. Need for future improvements in the system in the Finance and Human Resources area have also been identified. Van Den Hul said that we will be looking at “Best Practices” as we make these improvements. He reported that Banner streamlining projects in other areas have also been happening, i.e. Financial Aid processes, Scholarship processes.

12. THE BRAND IN ACTION: THE WESTERN EXPERIENCE

Riordan said that following a climate survey of faculty and staff, Western was recognized for such things as collaborative governance, confidence in senior leadership, teaching environment, and tenure clarity and process. The Chronicle of Higher Education has named Western a **2011 Great College To Work For**.

Catherine Riordan, Provost and Vice President Academic Affairs and Steve VanderStaay, Vice Provost for Undergraduate Education provided examples of how Western students experience all elements of the Western Brand Personality – Inviting, Adventurous, Engaging, Collaborative, Distinctive. President Shepard said he now refers to Western’s Brand as Western’s “Promise” to our students.

VanderStaay noted that Western’s Study Abroad opportunities have increased and we are now recognized as one of the top producers of Fulbright Fellowships in the nation. Western is also one of two public state universities to receive the Carnegie classification for Human

Engagement and one of only two universities in Washington to receive President Obama's Honor Roll Recognition for our community service.

At 10:47 am Chair Madsen announced a 15 minute break.

The Board reconvened at 11:10 am.

13. RETHINKING INSTRUCTIONAL SPACE

Catherine Riordan, Provost and VP for Academic Affairs, and Debra Jusak, Vice Provost for Academic Resources presented **Rethinking Instructional Space**, a collaborative between Jusak and Francis Halle, Director of Space Administration.

The \$4.8M for classroom and lab upgrades approved by the State Legislature allows Western to improve learning by providing modern and functional teaching space across campus. Jusak reported that the Classroom and Lab Upgrades Project has recommended ways to better utilize learning space, increase capacity and room performance, using modern ergonomic furniture. Jusak said that utilization and performance of the renovated spaces will be tracked in Banner.

14. EXTENDED EDUCATION: BUILDING ON THE PAST WHILE PREPARING FOR A BRIGHT FUTURE

Dr. Earl Gibbons, Vice Provost for Extended Education, presented to the Board, plans to continue to grow Western's summer programs and online education. Extended Education plans to explore new outreach opportunities and new ways to serve the needs of Washington residents throughout our region and around the State. They are also seeking new partnerships and developing new programs to meet the State's evolving needs, such as the development of a RN to BSN nursing program, and the expansion of offerings available to working adults and place bound individuals.

Gibbons said this is an enormous opportunity for us to demonstrate the value of public higher education and the value of Western to a wider constituency.

REPORTS

16. AUDIT COMMITTEE

Trustee Phil Sharpe reported that at the June 9, 2011 Board Audit Committee meeting they:

- Received the Draft Internal Audit Annual Report to the BOT
- Received the Internal Audit Report Whitepaper
- Heard the Internal Audit Update
- Reviewed the President's Expenses for 4/1/2011- 6/30/2011
- Met in private session with the President and Internal Audit Director separately

17. INFORMATION ITEMS

- **Alumni Relations Report**

Vice President Bowers provided a written report on the university's Alumni Relations activities.

- **Capital Program Report**

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

- **Development Report**

Vice President Bowers provided a written report on activities of the Western Washington University Foundation.

- **Quarterly Academic Update**

Provost Riordan provided a written report on the:

- "Bottleneck" Funding and Course Access
- Honors Expansion Report
- CHE article

- **University Relations Report**

Vice President Swan provided a written report on the recent activities of University Relations.

18. FUTURE AGENDA TOPICS

19. DATE FOR NEXT REGULAR MEETING: **October 13 & 14, 2011**

20. ADJOURNMENT

The meeting adjourned at 12:00 Noon.

21. LUNCH

The Trustees enjoyed a lunch at Shannon Point Marine Center.