

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
October 12, 2012**

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Peggy Zoro reconvened the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m. October 12, 2012, in OM 340, Western Washington University, Bellingham, WA.

Board of Trustees

Betti Fujikado, Secretary
Joseph Meyer
Ralph Munro
Karen Lee, Vice Chair
Sue Sharpe
Dick Thompson
Peggy Zoro, 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 Enrollment and Student Services
Paul Dunn, Sr. Executive Assistant to the President
Ethan Glemaker, President, Associated Students
Catherine Riordan, Provost and Vice President for Academic Affairs
Karen Stout, President, Faculty Senate
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 10-01-2012 Karen Lee moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the minutes of the Board of Trustees Meeting, August 16, 17, 2012 and the Special Meeting of the Board of Trustees, September 17,18, 2012.

Motion carried.

2. PUBLIC COMMENT

Per Substitute House Bill 2313, time was provided for public comment at the October 12, 2012 regular meeting of the Board of Trustees. There were no requests for public comment.

3. RECOGNITIONS AND INTRODUCTIONS

The following faculty and staff were recognized by the Board of Trustees as recipients of the following awards:

- Karen Hoelscher Outstanding Faculty Leadership
- Kevin Dixey Outstanding Classified Staff Award
- Dana Edward Professional Staff Award for Excellence
- Willy Hart Diversity Achievement Award
- Andy Bunn Carl H. Simpson Bridging Award
- James Loucky Philip E. Sharpe, Jr. Community Engagement Award

President Shepard said the Team Recognition Award was presented to over 100 faculty and staff from across the university who were involved in the Back2Bellingham Weekend.

4. BOARD CHAIR

Chair Zoro invited Trustee Karen Lee to read Resolution 2012-09 Welcoming Trustee Susan K. Sharpe.

RESOLUTION NO. 2012 - 09

A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY WELCOMING TRUSTEE SUSAN K. SHARPE

WHEREAS, on October 1, 2012, Governor Christine Gregoire appointed Susan K. Sharpe of Bellingham, Washington, to serve a term on the Western Washington University Board of Trustees through September 30, 2018; and

WHEREAS, Susan K. Sharpe brings to her appointment as a trustee years of professional experience as Executive Director of St. Luke's Foundation; Sue Sharpe Consulting; and as a Health care planner and hospital manager and executive; and

WHEREAS, Susan K. Sharpe has served her local community by being a board member of the Northwest Economic Development Council; member and former president of Bellingham Bay Rotary, chair of the WAHA "Transforming Healthcare in Whatcom County" Steering Committee; former board member and interim director of the Whatcom Community Foundation; board member and chair of the Health Policy Committee of Whatcom Alliance for Healthcare Access (WAHA); co-chaired the successful Bellingham School District bond and levy campaign to rebuild Bellingham High School, and in 2004 was inducted into the Northwest Women's Hall of Fame; and

WHEREAS, Susan K. Sharpe has served the State of Washington as a member of the Washington State Health Insurance Partnership Board, co-chair of the Office of Insurance Commission Healthcare Reform Realization Committee; and as past chair of the Communities Connect, a statewide association of community based health care collaboratives; and

WHEREAS, Susan K. Sharpe earned her bachelor's degree in Speech Communication and Journalism at Western Washington State College and MBA at Western Washington University; and

WHEREAS, Susan K. Sharpe 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 Susan K. Sharpe 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 12, 2012.

MOTION 10-02-2012 Ralph Munro moved that the Board of Trustees of Western Washington University approve Resolution 2012-09 Welcoming Susan K. Sharpe to the WWU Board of Trustees.

Motion carried.

- **Board of Trustees Retreat**

Chair Zoro provided a brief summary of the Board of Trustees Retreat facilitated by Dr. John Moore, Penson Associates, on September 17, 18, 2012 in Seattle. Discussion topics included the President-Board relationship, Board responsibilities, nature of the presidency, external driving forces of the university, and academic culture and context. The Board completed President Shepard's annual performance evaluation and also established the Board's priorities for 2012-2013. The Trustees agreed to establish a Committee for Trustees to address such topics as succession planning for Trustees, orientations for new Trustees, board development and Trustee Rules of Engagement. Trustee Karen Lee agreed to chair this committee.

5. UNIVERSITY PRESIDENT

President Shepard highlighted some of the events that took place at the beginning of Fall Quarter, including Opening Convocation for the incoming students. The annual President's Breakfast and Opening Convocation & Employee Awards for faculty and staff was held on September 20th. Shepard's address focused on Western's Olympia agenda, diversity on campus, the campus climate, and longer term challenges for higher education.

Shepard announced that Paula Gilman, Executive Director for Planning and Budgeting, has retired from Western. She will be recognized for her years of service at a future meeting.

6. ASSOCIATED STUDENTS

Ethan Glemaker, AS President, updated the Board on recent activities of the Associated Students. He highlighted the AS Priority Goals, Long-Term/Ongoing Goals, and Short-Term Goals for 2012-2013. Glemaker reported that the AS had a very successful Voter Registration Drive and as part of the Fall Opening hosted an outdoor film attended by 2,700 students.

7. FACULTY SENATE

Karen Stout, Faculty Senate President, updated the Board on recent activities of the Faculty Senate. Stout reported that the 2012-2013 agenda for the Senate Executive Committee and the Faculty Senate includes working on Olympia issues, encouraging a culture of academic honesty, continuing development of a program review policy, and revising the By Laws in the Faculty Handbook.

8. ESTABLISHMENT OF DESIGN DEPARTMENT, COLLEGE OF FINE AND PERFORMING ARTS

Catherine Riordan, Provost & VP for Academic Affairs, stated that the College of Fine and Performing Arts is asking for the Board's approval for the division of the Department of Art into two separate departments, specifically the Department of Art and the new Department of Design.

Elsi Vassdal-Ellis, Chair of the new Department of Design, and Gaye Green, Chair of the Department of Art, gave a brief background on the differences of the two departments. This past year the two departments implemented a very successful pilot separation. The department chairs worked with the dean to define how resources would be divided, including faculty, staff, budgets and facilities. Both departments have restructured their curriculum and the quality of both programs will be significantly strengthened to better serve the needs of Washington State for well-prepared graduates in both Art and Design.

MOTION 10-3-12

Ralph Munro moved, that the Board of Trustees of Western Washington University, on recommendation of the President, approve the following institutional and administrative actions of the College of Fine and Performing Arts and divide the existing Department of Art into two separate departments, specifically the Department of Art and the new Department of Design effective September 1, 2012.

Motion carried.

9. ABOLISHMENT OF EDUCATION LEADERSHIP DEPARTMENT, WOODRING COLLEGE OF EDUCATION

Catherine Riordan, Provost & VP for Academic Affairs, stated that the Woodring College of Education is asking the Board's approval of the elimination of the Educational Leadership Department and subsequent incorporation of existing academic programs into other existing Woodring College of Education Departments.

Francisco Rios, Dean, Woodring College of Education and Don Larsen, Program Director of the Educational Administration program presented to the Board the background for this decision and recommendation. Rios said the current academic programs within the Department of Educational Leadership will be incorporated into different departments within the College with all of the associated administrative and programming support. Because the academic programs will continue to exist, there will be no impact on students.

MOTION 10-4-12

Betti Fujikado moved, that the Board of Trustees of Western Washington University, on recommendation of the President, approve the following institutional and administrative actions of Woodring College of Education with regard to the dissolution of the Educational Leadership Department and the subsequent incorporation of existing academic programs into other existing Woodring College of Education Departments effective September 1, 2012.

- Approval for the dissolution of the Department of Educational Leadership;
- Approval for incorporation of the academic program in College and Continuing Education into the Department of Human Services and Rehabilitation Counseling;
- Approval for incorporation of the academic program in Educational Administration into the Department of Special Education; and,
- Approval for incorporation of the academic program in Instructional Technology into the Department of Elementary Education.

Motion carried.

10. COMPASS 2 CAMPUS UPDATE

Cyndie Shepard, Director of the Compass 2 Campus Program, and Shar Sarte-Prince, Program Manager, updated the Board on the C2C program. Shepard noted that the WWU Campus 2 Compass Mentorship Initiative is a pilot program implemented by House Bill 1986 which passed both Houses of the legislature in 2009.

The Compass 2 Campus program's recently created Vision Statement is, "*to foster community and university academic collaborations that promote a college-going culture for all students, developing leaders that are empowered to create the future.*" The program's mission is to encourage underrepresented, low-income, diverse students, starting at the 5th grade to

complete high school and enroll in some form of post-secondary education. Shepard said that the program is in all of the Title I schools in Whatcom County, three districts in Skagit County, and the Lummi Nation School. The Western students involved are learning service learning and communication and mentoring skills that they can use in their future careers. Shepard highlighted the many successes and growth of the program over the past three years.

The 2012 Compass 2 Campus Day is scheduled for Tuesday, October 23. Over 900 5th graders will participate in 145 tours on Western's campus.

At 9:50 a.m. Chair Zoro announced a 20 minute break. The Board reconvened in Open Session at 10:10 a.m.

11. CARVER ACADEMIC RENOVATION

Richard Van Den Hul, Vice President for Business & Financial Affairs, noted that the Carver Academic Renovation has been a long time priority of the Capital Planning process. He introduced Ed Simpson, Assistant Director, Facilities Development and Capital Budget and Mark Reddington, Design Partner and Tom Burgess, Project Manager from LMN Architects.

Simpson reported that Western received design funding in July 2011. They organized committees to review and update the building program by looking at user needs, selected the architects for the design team, received state approval and selected Morton Construction to be the GCCM (General Contractor Construction Manager). Simpson said a schematic design was developed and study model is on display today.

Simpson and the LMN architects presented a PowerPoint that highlighted the proposed renovations of the historic structures, and the redevelopment and additions to the existing building. This is a preliminary design that will continue to be developed. Simpson said the next step is to secure funding. He noted that when this project is constructed it will need to be sequenced to minimize the impact on campus.

Van Den Hul noted that the Carver Academic Renovation project is estimated to reduce the current deferred maintenance backlog by \$10.8 million plus address future maintenance items. The addition of the Food Service and the Hall of Fame Room will allow us to partner with The Western Foundation and Dining Services. Shepard noted that this project also offers some fund raising opportunities.

12. FALL OPENING

Eileen Coughlin, Vice President for Student Affairs, reported that the enrollment numbers for the opening of 2012 Fall Quarter are estimated to remain close to those of Fall 2011.

Coughlin introduced Eric Nissen, Assistant Director for Marketing Communications in the Admissions Office. Nissen demonstrated two web-based partnerships to increase Western's presence online.

- CollegeWeekLive is an online environment hosting virtual college fairs and private events for universities. Western has a virtual booth on this site that prospective students can access. In addition, students can log in and chat with Admissions representatives

and current students during these events. We have interacted with approximately 800 students through our virtual booth, 500 of which are prospective new students.

- YouVisit creates web-based virtual tours for universities. When complete prospective students and their families will be able to “tour” campus from anywhere.

13. CENTER FOR INTERNATIONAL STUDIES REORGANIZATION

Catherine Riordan, Provost & Vice President for Academic Affairs, introduced Earl Gibbons, Vice Provost for Extended Education and Vicki Hamblin, Executive Director of International Studies. They presented a plan that they developed toward increased commitment to the internationalization of Western’s population, its curriculum and its partnerships with other institutions.

Hamblin noted that Western has the fewest number of international students than any other campus in the state and the smallest office of International Studies and Programs. They have developed a curricular initiative to define models that Western might follow and are working with offices across campus to coordinate efforts with regard to visiting scholars and international students, etc. Hamblin described the internal changes being made that will help support the services needed by both international students and students who wish international internships or to study abroad.

Gibbons said the Intensive English Program (ESL) and the AUAP (Asian University American Program) are essentially businesses/commercial programs that generate revenue for Western. They will be moved into Extended Education where they will be restructured to be more efficient. These programs will be repositioned both academically and commercially to better serve the university’s larger mission of internationalization.

14. HONORS PROGRAM

Catherine Riordan, Provost & Vice President of Academic Affairs, introduced Steve VanderStaay, Vice Provost for Undergraduate Education, George Mariz, Director of the Honors Program and honor student, Morgan Schurr. Their presentation summarized the impact of the expansion and external review of Western’s Honors program. VanderStaay noted that Honors students are in all colleges of the university, but most are drawn to our STEM programs. He said that Honors student have a high retention rate and are more likely to graduate in four years. This year, about 40% of Western’s Honors students are from out-of-state.

Mariz and Schurr described Western’s Honors program and the many opportunities it provides students.

12. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement and Executive Director of the Western Foundation, updated the Board on the campaign efforts. Bowers reported that the campaign has raised \$15.9 million in donations and gifts. The Campaign leadership will be identified this academic year.

Bowers reported that former Trustee David Cole helped fund a faculty position in the Entrepreneurship program and the Department of Geology has developed a three part proposal for a \$2.5 million gift for the department.

13. AUDIT COMMITTEE REPORT

Dick Thompson, Chair of the Board Audit Committee, reported that at the October 11th meeting, the committee:

- Met with the State Auditors Entrance interview
- Heard the Semi-annual Internal Controls Report
- Reviewed and approved the President's travel expenses
- Heard Internal Audit Updates
- Met with the President in private session
- Met with the Internal Auditor in private session

Thompson noted that the Internal Audit Annual Report is included in the Information Items.

14. INFORMATION ITEMS

- **Academic Report**
Provost Riordan provided general information from a national report about liberal education outcomes.
- **Alumni Association 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.
- **2011-2012 Office of the Internal Auditor Annual Report**
Kim Herrenkohl, Director of Internal Audit, provided a report of the 2011-2012 operations of the Office of the Internal Auditor.
- **University Relations Report**
Vice President Swan provided a written report on the recent activities of University Relations.

15. MEETING EVALUATION & FUTURE AGENDA TOPICS

16. DATE FOR NEXT REGULAR MEETING: December 13, 14, 2012

17. ADJOURNMENT

The meeting adjourned at 11:35 a.m.

18. LUNCH

The Board of Trustees was joined by members of the Associated Students Board of Directors for lunch in the Viking Union Commons.