

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MINUTES  
December 14, 2012**

**1. CALL TO ORDER, APPROVAL OF MINUTES**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:00 a.m. December 14, 2012, in Old Main 340, Western Washington University, Bellingham, WA.

**Board of Trustees**

Betti Fujikado, Secretary  
Dennis Madsen  
Joseph Meyer  
Ralph Munro (via conference phone)  
Karen Lee, Vice Chair  
Sue Sharpe  
Dick Thompson  
Peggy Zoro, Chair

**Western Washington University**

Bruce Shepard, President  
Wendy Bohlke, Assistant Attorney General  
Sherry Burkey, Associate Vice President for University Relations  
Paul Cocks, Director, University Communications  
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 12-01-2012      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, October 11, 12, 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**

- Steve Hollenhorst, Dean, College of Huxley College of the Environment

Catherine Riordan, Provost & Vice President for Academic Affairs, introduced Steven Hollenhorst, Dean of the Huxley College of the Environment. Hollenhorst began his appointment on September 1, 2012. He comes to Western from the University of Idaho, where he was associate dean in the College of Natural Resources. Prior to that, he served as a professor and program coordinator in the Division of Forestry at Western Virginia.

Hollenhorst received his bachelor's and master's degrees from the University of Oregon and his doctorate from Ohio State University.

- Ted Pratt, Dean of Students

Bruce Shepard, President, recognized Ted Pratt, Dean of Students, for his receipt of The Whatcom Dispute Resolution Center (WDRC) 2012 Peace Builder Award. Pratt received the award for building peace through his daily activities, striving for awareness of diversity, overcoming barriers through understanding, and for increasing community connection between and within WWU and the surrounding community. Shepard noted that Pratt is one of three founders of the Brothers & Sisters of Whatcom County, a community support system for African-Americans moving to Whatcom County. He is a member of the board of the Boys & Girls Club, the board of the Whatcom County Selective Service, the selection committee for Miss Whatcom, and has assisted the Bellingham Police Department on diversity issues.

- Peggy Zoro, Chair, WWU Board of Trustees

Bruce Shepard, President recognized Peggy Zoro, Chair of the Board of Trustees, for her receipt of the Bellingham/Whatcom Chamber of Commerce & Industry's Woman of the Year Award. Zoro has a 40-year career, mostly in banking. She is past chair of the Bellingham/Whatcom County Economic Development Council and most recently as director of the Northwest Economic Council.

### **4. BOARD CHAIR REPORT**

Peggy Zoro, Chair of the Board of Trustees, remarked on the annual joint meeting of the WWU Board of Trustees and the Western Foundation Board of Directors held on Thursday afternoon. This was an outstanding session on Ethical Decision Making and Craig Dunn, Associate Dean of the College of Business & Economics, did an excellent job of facilitating.

Zoro also noted the annual Holiday Dinner and the Naming of the Chemistry Building in honor of Karen W. Morse for her contributions to Western.

### **5. UNIVERSITY PRESIDENT**

Bruce Shepard, President, said that the session on Ethical Decision Making was very useful. He noted that even when things are going well and there are no current problems, it is good for us to think through these issues. There are some rare, but high stakes situations, where you need to be clear on your ethics and values.

Shepard briefly commented on:

- Campaign Update – Western stands for Washington Campaign brochure was distributed in the BOT packet. This is a pocket-guide that gives information about Western and the campaign for volunteers and supporters. Shepard said that as of November 30<sup>th</sup> the campaign has raised in excess of \$16 Million in gifts. Leadership for the campaign has been identified and will be announced at a later date.
- Magazine Recognitions – US News and World Reports recently ranked Western as a highly ranked university that operates efficiently. Western and Gonzaga were the only universities in the state that received this ranking. Shepard said that Western is regularly recognized as the best university of its type in the West.
- Diversity Task Force – as a result of a recent survey, Shepard has designated a task force to address the diversity climate issues on campus.

## **6. ASSOCIATED STUDENTS**

Ethan Glemaker, President, Associated Students, reported that the AS hosted a committee orientation session, fulfilling one of their goals to provide stronger support for AS committee members.

Glemaker briefed the Board on the Washington Student Association's (WSA) priorities for the 2013 Legislative Session. The WSA represents, serves and protects the collective interests of students attending public post-secondary institutions of higher education in Washington State and is the recognized voice of students to the Governor's Office, Legislature and higher education institutions and agencies. WSA currently represents over 100,000 students through 9 student associations. A copy of the legislative agenda was included in the meeting packet.

Western's Associated Students 2013 legislative agenda priorities are 1) financial aid, 2) revenue, 3) access and attainment.

## **7. FACULTY SENATE**

Karen Stout, President of the Faculty Senate, updated the Board on recent activities of the Faculty Senate. The Senate has been revising the Faculty Handbook; the FS Executive Council met with the Chairs Governance Council; created a committee to explore online teaching options; and created an advisory group to look at academic honesty and ethical decisions. Stout said the Faculty Senate will also be working closely with the faculty and administration to understand ethics laws and obligations.

## **8. CONSENT ITEMS**

MOTION 12-01 -2012

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

- Approval of Fall Quarter Degrees

- Approval of Construction Contract for Fraser Hall Renovation (PW657)
- Approval of Consultant Contract for Nash Hall Renovation (PW664)

Motion carried.

## 9. APPROVAL OF 2013 SUMMER SESSION TUTION AND FEES

Bruce Shepard, President, noted that Summer Session programs are self-supporting programs, and that no state dollars are used. In the past, Western provided what was needed, when it was needed, via the method we chose, and charged what was needed to recover our costs. Today's it is driven by Western's strategic mission -- how can we take our strengths and apply them to the needs of the State of Washington We need to ask "What is the market price and can we recover our costs?"

Catherine Riordan, Provost & Vice President, introduced Earl Gibbons, Vice Provost for Extended Education and Summer Session. Gibbons stated that at Western and around the nation, Summer Session enrollments have been rising steadily for a number of years but slightly decreased this year due to today's economic circumstances and changing student behavior. Gibbons noted that last year 500 summer session students participated in activities, such as Western's Study Aboard programs or online classes, but never came to campus. There is pressure for Western to deliver more online classes during the summer session.

Western is proposing to raise Summer Session tuition and eliminate the registration fee for both resident and non-resident students. This adjustment would allow us to not only keep summer session enrollment growing, but also help students stay in school and graduate on time.

MOTION 12-02-2012

Karen Lee moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approves the recommended Summer Session Tuition for Summer 2013: specifically that tuition be set at \$227.00 per credit for undergraduate courses and \$243.00 per credit for graduate courses. Non-resident students would pay tuition at \$241.00 per credit for undergraduate courses and \$257.00 for graduate courses. Student tuition will be charged on a per credit basis for Summer Session.

The Summer Session Registration Fee will be eliminated for both resident and non-resident students.

Motion carried.

## 10. FACILITY NAMING

Bruce Shepard, President, noted that President Emeritus Karen Morse, contributed greatly to Western's excellence as an institution during her tenure as president. It is a pleasure to recommend that we rename the Chemistry Building in her honor.

Chair Peggy Zoro read Resolution No. 2012-10 To Name the Chemistry Building the Karen W. Morse Hall.

**BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY**

**RESOLUTION 2012 – 10  
A RESOLUTION TO NAME THE CHEMISTRY BUILDING  
KAREN W. MORSE HALL**

**WHEREAS, KAREN W. MORSE** served as the President of Western Washington University from 1993 to 2008; and

**WHEREAS**, the quality, duration, and accomplishments of her leadership are of enduring value to the University and have earned her a special place in its history; and

**WHEREAS, KAREN W. MORSE's** scholarly accomplishments are as a Chemist and it is Western's science buildings that were prominent among the major building expansions achieved under Dr. Morse's leadership; and

**WHEREAS**, her continuing association with the University will be of great honor, prestige, and value to the institution;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Western Washington University, that the building formerly known as the Chemistry Building on the Western Washington University Campus be named

**KAREN W. MORSE HALL**

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at a meeting thereof duly held this 14<sup>th</sup> day of December, 2012.

MOTION: 12-03-2012

Peggy Zoro moved that the Board of Trustees, upon the recommendation of the president, rename the building formerly known as the Chemistry Building on the Western Washington University Campus, be named the Karen W. Morse Hall.

Motion carried.

## **11. GATEWAY COMPLEX PRESENTATION**

Richard Van Den Hul, Vice President for Business & Financial Affairs, said that the Gateway Complex pre-design project was completed in July 2012 and submitted to the Office of Financial Management (OFM). The Gateway Complex is included in our Ten Year Capital Plan and we have requested design funding in our next biennial budget request. This is a high priority project for Western, however we don't know where it will rank in the state's capital budget.

Rick Benner, University Architect/ Director of Facilities Development and Capital Budget, presented a PowerPoint, "Academic Services and Performing Arts Facility Gateway Complex" that included the details of the pre-design.

Benner said that the Gateway Complex is a combination of two things – the addition and expansion of the PAC facility and the first potential parking structure on campus. He noted that Canada House and High Street Hall will need to be removed from the project site. Canada House is not in the historic registry, although it does have some historic value to the university. Benner described the details of the proposed new entrance to the campus and the floor plans of the facility. He noted that these are conceptual ideas, not the final design.

There was discussion of the value of Canada House as to whether it should be relocated or demolished. It does not provide functionality, but it does have historic value to the university. It was noted that some entity that is specifically Canadian oriented be preserved in the Gateway Complex project. This idea has been incorporated into the pre-design of the facility. After further discussion, it was agreed that information will be gathered on what the university has done in terms of historic preservation and brought back to the Board.

## **12. MULTIPURPOSE FIELD PRESENTATION**

Rick Benner, University Architect/Director of Facilities Development and Capital Budget and Linda Beckman, Division Director of Budget & Administration in Enrollment and Student Services presented a PowerPoint of the Multipurpose Field Project Update. This field will serve both athletics and campus recreation, such as NCAA soccer team, rugby, flag football, ultimate Frisbee, etc. The current fields are approximately one-half the size of regulation fields and are used only for intramural sports. The proposed field is larger in order to hold concurrent games.

Benner and Beckman briefed the Board on the elements and the cost of the multipurpose field, including the turf field, lighting & fencing, spectator seating team benches, restrooms, etc. Benner said that with the exception of the turf, they will be finalizing the components of the project to go out for public bid. The turf will be executed under a national contract. At the April Board meeting they will ask for Board approval of the contractor for the public works portion so that construction can begin in May and completed in November. Richard Van Den Hul, Vice President for Business & Financial Affairs noted that the Multipurpose Field is not a state funded project, but a partnership project.

The field will be named the Robert S. Harrington Field to acknowledge the large donation from the Harrington family.

At 10:00 a.m. Chair Zoro announced a 15 minute break. The meeting reconvened at 10:20 a.m.

### **13. EDUCATIONAL NEEDS IN THE KITSAP PENINSULA**

Catherine Riordan, Provost & Vice President for Academic Affairs, Earl Gibbons, Vice Provost for Extended Education, Brian Burton, Dean of the College of Business & Economics, and Steve Hollenhorst, Dean of the Huxley College of the Environment updated the Board on the educational needs in the Kitsap Peninsula.

Riordan said that Western has been actively involved in the Kitsap Peninsula. Programs are currently offered in Port Angeles, Bremerton, Everett, Poulsbo, and Port Gamble. People in the Kitsap Peninsula are requesting more access to four year degrees and Western is working towards expanding our existing programs to meet those needs. We are currently involved in a Needs Analysis.

Gibbons said that Western's current programs are self-sustaining as would future programs. Our two partners, Olympic College, with campuses in Bremerton, Poulsbo and Shelton, and the Bremerton & Peninsula College in Port Angeles, are assisting with a comprehensive survey of the current students and alums to find out their types of interests. We have also met with nine CEO's and major employers in the Kitsap region to find out what their needs are. In the next six weeks we hope to have a substantial amount of data to identify exactly what is the nature of the needs. Burton noted that he will be traveling to the Kitsap Peninsula again to talk with more business people.

In response to a question, Gibbons said there is need for programs in business management, accounting, as well as innovation, and sustainability.

### **14. ENTREPRENEURSHIP AND THE 21<sup>ST</sup> CENTURY GRADUATE**

Catherine Riordan, Provost and VP for Academic Affairs, said that several new developments have emerged out of our six-year planning efforts. Brian Burton, Dean of the College of Business and Economics, reported that there is an initiative to establish a university-wide program leading to a minor in Entrepreneurship. Students across campus are interested in and have an aptitude to start their own organizations for multiple purposes – commercial gain or social good, or a combination of both. The university-wide entrepreneurship program will have different entices that reflects the entices of Western's students.

Craig Dunn, Associate Dean of the College of Business and Economics, and Ed Love, Professor of Marketing, reported on the need for entrepreneurship and innovation education and preparation in the 21<sup>st</sup> Century.

Burton reported that there will be a new hire to lead the program and that person will be named the David Cole Professor of Entrepreneurship, reflecting a donor's generous gift.

### **15. WESTERN READS**

Catherine Riordan, Provost & VP for Academic Affairs said that the Western Reads program introduces new students to Western to a broad socially responsible inter-disciplinary perspective as soon as they come to campus.

Steve Vanderstaay, Vice Provost for Undergraduate Education, said that Western Reads is a campus-wide reading program for incoming freshmen and transfers. The program is designed to provide an academic first-impression of the university, introducing new students to Western as a campus in which engaging intellectual discussion occur both in and outside of class. Students are provided the book at the Summer Start orientation and asked to read it in anticipation of their studies at Western.

Dawn Dietrich, Associate Professor of English and Director of the Western Reads Program, and Shurla Thibou, Instructor of Women's Studies, talked about the program and this year's book, *The Immortal Life of Henrietta Lacks*. The Western Reads program offers an author visit, student hosted events, panels, guest speakers and other events for the year. Thibou explained how she incorporated the book into her Women's Studies classes.

A copy of the book was distributed to the Trustees.

## **16. 50/50 by 2020**

Sherry Burkey, Associate Vice President for University Relations, updated the Board on the the Council of Presidents' legislative proposal, **50/50 by 2020**. The COP proposes getting back to a ratio of 50% tuition funding and 50% state funding by the year 2020. If the state invests \$225M dollars in the six four-year institutions (\$1 Billion by 2020 to reach 50/50 funding), each institution would guarantee they would freeze tuition in the current biennium. The outcomes from the proposal would be that the institutions would be able to deliver on the state needs – increase access, more stem graduates, more affordable opportunity for students. Burkey said the proposal syncs with the request from the community colleges and with the issues around totally funding K – 12.

Western would receive approximately \$18 - \$19M dollars in this proposal and would be able to fund our top decision packages.

The Council of Presidents will go public with the proposal in January 2013.

## **17. OLYMPIA UPDATE**

Sherry Burkey, Associate Vice President for University Relations, distributed copies of the WWU 2013-15 Operating Budget Request's top items and their costs. Burkey said we are facing a challenging situation with 30% new legislative members, a new governor, and challenges in the leadership in the Senate. Committee assignments are unknown. The legislative session begins January 14<sup>th</sup>. Governor Gregoire's budget is out December 18<sup>th</sup> and the new governor will issue his new budget in January. Burkey said they are hopeful there will be reinvestments in higher education.

## **18. AUDIT COMMITTEE REPORT**

Dick Thompson, Chair of the Board Audit Committee reported on the Audit Committee Meeting on Thursday, December 13. The committee:

- Approved the minutes of the October 11, 2012 Audit Committee Meeting

- Met in an Exit Conference with the State Auditor's Office. All our audits were clean and the State auditors complemented Western's staff.
- Heard that a Procurement Card audit will be held on WWU's campus. The report will be published in April 2013.
- Heard that WWU will contract with the State Auditor's Office to perform financial statement audit services for FY 2013.
- Received a draft of POL – BFA100.05, Business and Financial Investment Policy for Western Washington University.
- Heard updates from the Office of the Internal Auditor
- Met in private with President Shepard as required by the Audit Committee Charter, General #2
- Met in private with the Internal Auditor as required by the Audit Committee Charter, Internal Audit Program: #8

## 19. INFORMATION ITEMS

- **Academic Report**  
Provost Riordan provided a written report on the Fall New Student Profile Report and Quarterly Enrollment Statistics
- **Admissions and Enrollment Summary**  
Vice President Coughlin provided a written report on the university's Admissions and Enrollment Summary
- **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.
- **2<sup>nd</sup> Year Survey Report**  
Vice President Riordan provided a written report from John Krieg, Office of Survey Research and a link to the Spring 2012 Follow-up Survey of Freshmen Who Entered Western in Fall of 2010 – Descriptive Statistics – Report 2012-04
- **The Essential Learning Outcomes**  
FYI Only – Information was provided for those who were unable to open attachment at the October 12, 2012 Board of Trustees Meeting
- **Student Right to Know/Clery Act**  
Vice President Coughlin provided the Board of Trustees with information regarding Western Washington University's compliance with the federal Jeanne Clery Disclosure of Campus

Security Policy and Campus Crime Statistics Act.

- **University Relations Report**

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

- **2011 Annual Financial Reports**

2011 Annual Financial Reports were included for Western Washington University, Housing & Dining, Wade King Student Recreation Center, Associated Students Bookstore, and Parking Services.

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

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

**22. ADJOURNMENT**

The meeting adjourned at 11:50 a.m.

**23. LUNCH**

The Board of Trustees was joined by Jeff Wright, Dean of the College of Sciences & Technology, Kathy Kitto, Acting Vice Provost for Research/Dean of the Graduate School, Greg O'Neil, Associated Professor of Chemistry and Andy Bunn, Associate Professor, Environmental Sciences. They enjoyed a presentation on *Research Opportunities for Students with Leading Faculty on Critical Topics*.