

**APPROVED MINUTES**  
February 7, 2014

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
FRIDAY, DECEMBER 13, 2013**

**1. CALL TO ORDER**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:02 a.m., Friday, December 13, 2013 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

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

**Western Washington University**

Bruce Shepard, President  
Brent Carbalaj, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Steve Swan, Vice President for University Relations and Community Development  
Johann Neem, Faculty Senate President  
Carly Roberts, Associated Students President  
Lisa Wochos, Assistant Attorney General  
Sherry Burkey, Associate Vice President for University Relations and Community Development  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Stoneberg, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

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

MOTION 12-1-2013: Trustee Thompson moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, October 10 & 11, 2013

The motion passed unanimously.

## **2. PUBLIC COMMENT**

As per Amended RCW 28.B.20.105, the Board of Trustees provided time for a Public Comment period. Several people signed up to testify before the Board. Chair Zoro gave each person up for three minutes to address the Board.

All who participated in the public comment period spoke to a desire for a cost of living increase for classified employees. The following Individuals testified:

- Tom Krabbenhoft, Program Manager, Woodring College of Education.
- Rich Dustin, Technician, Communications and Technology Services.
- Jeannie Gilbert, Instruction & Classroom Support Technician, Biology Department
- Chad Albans, IT Specialist, Western Library
- Leslie Hall, Library/Archives Paraprofessional, Western Library
- Max Bronsema, Web/Drupal Architect, University Relations & Community Development

## **3. BOARD CHAIR**

Chair Zoro gave a brief summary of the December 12, 2013 meeting held jointly with the Western Foundation Board of Directors. Zoro described the topic of liberal arts in the university of the future and how there had been great conversation amongst the group about what the liberal arts means at Western and how both Board's members see the liberal arts in general.

## **4. UNIVERSITY PRESIDENT**

President Shepard gave a brief update regarding the honorees at the previous night's boards' holiday gathering, Dr. Al Froderberg, Dr. Bob Monahan and Dr. Thaddeus Spratlen. Shepard commented that it is important to remember and honor the history of our institution adding that he was honored to participate in such an important event. President Shepard then outlined his view for priorities for the new year and upcoming legislative session.

## **5. ASSOCIATED STUDENTS**

Associated Students (AS) President Roberts shared with the Trustees the AS Board's legislative priorities that they plan to promote in Olympia during the upcoming 2014 legislative session. Trustees commented about how thankful they are that there is a good working relationship between the Trustees and the AS Board. They also observed that the AS Board has named the Carver Academic Building project one of their priorities and that it will help greatly in the overall cause of obtaining funds for the renovation.

## **6. FACULTY SENATE**

Faculty Senate President Johann Neem commented and thanked the Board for the great discussion and direction offered by the Trustees and Western Foundation Board members at the December 12th meeting regarding the importance of the liberal arts. He also informed the Board about Faculty Senate's work on the Academic Honesty and Integrity Policy for campus. Neem said the Senate would like the university wide policy to focus on sustaining and improving the integrity on campus, not just punishment and disincentive.

## **7. CONSENT ITEMS**

Chair Zoro introduced the consent item.

MOTION12-2-2013: Trustee Thompson moved, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Fall Quarter 2013, effective December 14, 2013.

The motion passed unanimously.

## **8. UNIVERSITY PLANNING AND BUDGET PROCESS OVERVIEW**

Provost Carbajal and Richard Van Den Hul, Vice President for Business and Financial Affairs gave an overview about how Western's planning and budget process came about, and how the process shows the University's commitment to bottom up shared governance, encouraging all to participate in the process. Trustees commented that they appreciate the accessible, transparent and easy to understand process adding that they are impressed with the growth and maturity of the processes over the years. Trustees said they would appreciate receiving a draft of the main budget materials the meeting before they have to vote on a budget, in order to give them more time to study the details.

## **9. CAMPUS SCULPTURE PRESENTATION**

Provost Carbajal introduced Kit Spicer, Interim Dean, College of Fine and Performing Arts and Sarah Clark-Langager, Director, Western Gallery. Clark-Langager started by bringing the Trustees attention to the book Trustees received titled *The Leese Legacy, Al and Vera Leese Collection, Gifts from Marian Leese Boylan*. The book is a catalog and description of the 2005 gift from Marian Leese Boylan who gave her parent's private art collection to the Western Gallery. Clark-Langager then went on to give a brief description of the three pieces of art that the University Public Art Advisory Board selected for installation on campus.

The first proposed art piece is from Claude Zervais, a Northwest artist with family ties to Bellingham, best known for his light and video works focusing on the Northwest topography and topology. The proposed artwork is a four channel video of aerial views of bends in the Middle Fork of the Nooksack River to be displayed on four video monitors arranged so that the river sections form a rough circle and in such a way as to give the impression of an endlessly flowing circular river.

The second proposed piece of art is a joint project from Rebecca Cummins and Paul DeMarinis. The piece, *Lunar Drift: Sun and Moon Pointers*, is a slow-time kinetic sculpture that will constantly point at the Moon and to the Sun, wherever they are located, whether above or below the horizon, in daylight or night, clear skies or overcast. The sculptural design refers to the history of scientific instrumentation, and calculated to perform the singular task of tracking the Sun and Moon.

The third proposed art piece is from Cris Bruch, who has received numerous public art awards and commissions throughout the Northwest. The works, *Couplet* and *Offshoot*, are made from steel banding. The proposed gifts from the artist and Greg Kucera Gallery of Seattle would hang on the walls in the lobby of the Communications Building.

MOTION12-3-2013: Trustee Fujikado moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the selection and proposed locations of the art projects selected by the University Public Art Advisory Board from Claude Zervais, Rebecca Cummins and Paul DeMarinis, and Cris Bruch.

The motion passed unanimously.

## **10. DIGITAL COMMONS AREA IN WESTERN LIBRARY**

Provost Carbajal introduced Dr. Mark Greenberg, Dean, Western Libraries who gave a presentation regarding the strategic role of an institutional repository at Western. Greenberg began by defining what an institutional repository (IR) consisted of and that the proposed IR at Western will house. Greenberg said it will provide free access to university content such as faculty papers, presentations, and research data, student theses and projects, appropriate institutional records and communications, and select faculty and student publications. The database will enable people worldwide to learn from the extraordinary work of Western faculty, staff, and students, and would provide global access to the university's research and creative activities. The Western Libraries are leading this effort with much needed support from the Office of the Provost and Research and Sponsored Programs and by adopting the widely used Digital Commons IR software system to use at Western.

Trustees asked about the managing, monitoring and copyright implications of what would be published on the site. Dr. Greenberg said that they are working with the Provost's office to develop policies and guidelines for those implications before the site is available for use adding that library staff would be managing the site and its contents. The Board agreed that the Digital Commons is a great opportunity for the university, not only for distribution of Western's knowledge and resources, but for increased overall visibility.

Chair Zoro announced a break at 10:11 am. The board returned and reconvened the meeting at 10:23 am.

## **11. RECOGNITIONS AND INTRODUCTIONS**

- **Scott Linneman, Professor, 2013 Carnegie Foundation for the Advancement of Teaching Washington Professor of the Year.**

President Shepard and Provost Carbajal introduced Dr. Scott Linneman, Professor of Geology and Science Education, who was selected to receive the 2013 Washington Professor of the Year award by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education, the first one received by a Western faculty member. The U.S. Professors of the Year program salutes the most outstanding undergraduate instructors in the country, and is recognized as one of the most prestigious awards honoring undergraduate

teaching. Professors are chosen for the Carnegie award based on the extraordinary dedication they show to undergraduate teaching which is demonstrated by excellence in the following areas: impact on and involvement with undergraduate students; scholarly approach to teaching and learning; contribution to undergraduate education in the institution, community and profession; and support from colleagues and former undergraduate students.

Linneman, who has taught at Western since 2000, says that whenever he can, he teaches Geology out in the field, as opposed to the classroom; his students have observed geologic processes first hand on the area's rivers, beaches, glaciers and landslides and gone on overnight trips to national parks. As part of his professorial duties, he is a member of Western's Science, Math and Technology Education program (STEM). He is also involved in the community, running workshops for teachers in Bellingham and helping geoscience professors all over the country. In 2011, he was named Washington State's Higher Education Science Teacher of the Year by the Washington Science Teachers Association. Linneman received his bachelor's degree from Carleton College and his doctorate from the University of Wyoming.

## **12. REMODEL/EXPANSION OF EDENS NORTH (HOUSING AND DINING CAPITAL PLAN)**

Eileen Coughlin, Sr. VP & VP for Enrollment & Student Services provided background on the remodel and expansion of Eden's North and additional work required to add 100 bed capacity to the current structure. Coughlin provided the budget numbers for both a basic remodel of necessary work and the budget for the additional capacity work. There was discussion regarding how the Housing Office determines housing demand on-campus verses off-campus availability and how they determine the need for students.

## **13. FRONT DOOR TO DISCOVERY**

Steve Swan, Vice President of University Relations and Community Development introduced Dan Purdy, Instructor, College of Business and Economics. Purdy provided the Trustees an overview of Western's Front Door to Discovery Program explaining that the program is a partnership with the community that focuses on making connections and building relationships between the University and the surrounding communities. Purdy said the program focuses on providing resources and expertise to local businesses and entrepreneurs to help build the community overall, helping it to connect to the resources that are available throughout Western. Josh Bennett, a current Western MBA graduate student gave a brief presentation about his involvement with the program and the Startup Weekend that was hosted by the program in Bellingham. Bennett said his involvement with the program has allowed him to build connections and has given him experience to help with his endeavors as a future entrepreneur.

## **14. CAMPAIGN UPDATE**

Joseph Hunter, Senior Director of Development and Leadership Gifts, Western Foundation gave a progress report for the campaign in lieu of Vice President Stephanie Bowers who was unavailable because of the Foundation Board meeting. Hunter stated that the campaign was at \$34.4 million as of November 30, 2013. Hunter reviewed major recent campaign events and noted new hires at the Foundation.

## **15. OLYMPIA UPDATE**

Sherry Burkey, Associate Vice President for University Relations and Community Development provided the Board with an overview of Western's 2014 legislative priorities. Burkey gave details of the preliminary budget request for Carver Academic Building noting that the request will be smaller than in past in order to address some immediate needs and preparatory work for the facility's larger remodel project that will be requested in a future year. She said a proposal will be made for the Next Generation Science Technology Engineering Math (STEAM) Teacher Preparation Project funding. Burkey said that the Public School Employees (PSE) Union approached the Compass 2 Campus Program asking to work with Western to secure a stable source of state funding for this program. Burkey said she will be working with their representatives in Olympia on that proposal. Burkey also stated that the highest priority potential policy work in the upcoming legislative session includes finalizing the recommendations from the performance based funding taskforce, progress on the Development, Relief, and Education for Alien Minors or DREAM Act, and advocating for the state to fully fund the State Need Grant Program.

## **16. AUDIT COMMITTEE REPORT**

Trustee Dick Thompson, Chair, Board of Trustees Audit Committee gave a brief update about the previous day's meeting. Thompson reported that Board Audit Committee met with the state auditor for Western's annual contract audit which had no major findings. Trustee Thompson said that the State Auditor complimented Western's staff noting that they were accessible and available during the audit, providing complete information and high quality work. The committee also heard information about progress on Western's ongoing internal audits, and the statewide PCard Audit with the State Auditor reporting Western had met all requirements and expectations.

## **17. INFORMATION ITEMS**

### **a) Academic Affairs Report**

Provost Carbajal provided a written report regarding University faculty, staff and students who have recently received awards or recognition for their work.

### **b) Quarterly Grant Report**

Provost Carbajal provided a written report regarding information from the Office of Research and Sponsored Programs concerning grant awards for the period of July 1, 2013 through September 30, 2013 and fiscal year 2013/14.

### **c) Admissions and Enrollment Report**

Vice President Coughlin provided a written report regarding the university's enrollment and admissions. There were also conversations regarding the higher numbers in the students of color and the newly hired staff who has experience in reaching out to those communities and students.

### **d) University Advancement: Foundation and Alumni**

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

**e) Capital Program Report**

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

**f) University Relations and Community Development Report**

Vice President Swan provided a written report documenting recent activities of University Relations and Community Development.

**g) 2012-2013 University Financial Report**

Vice President Van Den Hul provided a copy of the Annual Financial Report of Western Washington University.

**h) 2013 Housing and Dining Financial Report**

Vice President Van Den Hul provided a written report of Housing and Dining System of Western Washington University.

**i) 2013 Wade King Student Recreation Center Financial Report**

Vice President Van Den Hul provided a written report of the Wade King Student Recreation Center Financial Report of Western Washington University.

**j) 2013 AS Bookstore Financial Report**

Vice President Van Den Hul provided a written report of the Associated Students Bookstore Financial Report of Western Washington University.

**k) 2013 Parking Services Financial Report**

Vice President Van Den Hul provided a written report of the Parking Services Financial Report of Western Washington University.

**l) Student Right to Know/Clergy Act**

Vice President Coughlin provided written information regarding Western Washington University's compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

**18. DATE FOR NEXT REGULAR MEETING: February 6, 7, 2014**

19. The meeting adjourned at 11:40 a.m.

**20. LUNCH**

The Trustees and invited guests enjoyed a presentation of faculty research and advocacy regarding Huntington's disease and work in the Western's Behavioral Neuroscience Program by Jeff Carroll, Assistant Professor, Department of Psychology during lunch in the Solarium.