

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
FRIDAY, October 10, 2014**

Breakfast with the 2014 President's Exceptional Effort Award Winners in the Solarium

The Trustees, President Shepard and Vice Presidents enjoyed a breakfast with the 2014 President's Exceptional Effort Award Recipients.

- Eugene (Gene) Meyers, Jr, Outstanding Faculty Leadership Award
- Korry Harvey, Diversity Achievement Award
- Juliet Holzknacht, Outstanding Classified Staff Award
- Renee Collins, Professional Staff Organization Award
- Maria Timmons Flores, Carl H. Simpson Bridging Award
- Jeff Carroll, Philip E. Sharpe Jr., Community Engagement Award
- Salish Sea Ecosystem Conference Team, Team Recognition Award

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Lee called the regular meeting of the Board of Trustees of Western Washington University to order at 8:45 a.m., Friday, October 10, 2014 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

Board of Trustees

Karen Lee, Chair
Sue Sharpe, Vice Chair
Dick Thompson, Secretary
Betti Fujikado
Carly Roberts
Ralph Munro
Earl Overstreet

Western Washington University

Bruce Shepard, President
Brent Carbajal, 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
Stephanie Bowers, Vice President for University Advancement
Steve Swan, Vice President for University Relations and Community Development
Spencer Anthony-Cahill, Faculty Senate President
Annika Wolters, Associated Students President
Kerena Higgins, Assistant Attorney General
Sherry Burkey, Associate Vice President for University Relations and Community Development
Paul Cocke, Director, University Communications
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees
Elissa Hicks, Assistant Secretary to the Board of Trustees

There were no changes to the draft minutes as distributed.

MOTION 10-01-2014: Trustee Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, August 21, 2014
- Board of Trustees Special Meeting, August 22, 2014

The motion carried.

2. PUBLIC COMMENT

As per Amended RCW 28B.35.110, time was provided for public comment at the October 10, 2014 regular meeting of the Board of Trustees. There were no requests for public comment.

3. RECOGNITIONS AND INTRODUCTIONS

- **Sherry Burkey, Associate Vice President, University Relations and Community Development**

President Shepard said a few words about Sherry Burkey and introduced Steve Swan, Vice President, University Relations and Community Development who praised Burkey's work at Western. Chair Lee invited Trustee Thompson to read Resolution 2014-07, *Recognizing the Service of Sherry Burkey*.

**RESOLUTION NO. 2014-07
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF**

Sherry Burkey

WHEREAS, in 2005, **SHERRY BURKEY** was appointed by President Karen W. Morse as the Associate Vice President for External Affairs and Director of Government Relations at Western Washington University; and

WHEREAS, **SHERRY BURKEY** brought to her appointment as Associate Vice President for External Affairs and the Director of Government Relations experience as Director of External Affairs at the University of Washington School of Medicine, Associate Vice President for University Relations and Director of Government Relations, as well as Associate and Assistant Director of Government Relations at the University of Washington; and

WHEREAS, **SHERRY BURKEY** served as a legislative assistant to United States Senator Henry M. (Scoop) Jackson, and as a legislative aide on the U.S. Senate Committee on Labor and Human Services Subcommittee on Health which was chaired by Senator Ted Kennedy; and

WHEREAS, SHERRY BURKEY received her undergraduate degree from the University of Washington; and

WHEREAS, under **SHERRY BURKEY**'s exceptional leadership, Western Washington University has experienced a most successful collaboration with the Washington State Legislature, one that has left her footprint of success on new or enhanced physical facilities and academic programs, funding for faculty and staff positions and salaries, and for overall student success; and

WHEREAS, under **SHERRY BURKEY**'s guidance, Western secured more than \$248 million for 27 capital projects, including the new state-of-the-art Academic Instruction Center, the remodeling of Miller Hall and Fraser Hall, and the planning and design funding for the renovation of the Carver Academic Facility; and received funding for numerous programs, including the Behavioral Neuroscience Program, the Advanced Materials Science and Engineering Center, the Institute for Energy Studies, the conversion of the Engineering Technology Program to Engineering, the growth of the Computer Science Program; and the securing of state-wide funding that enabled a zero percent tuition increase for students; and

WHEREAS, SHERRY BURKEY has been selected to receive the Marvin D. "Swede" Johnson Award for achievement in government relations from the Council for the Advancement and Support of Education (CASE), the first person from the Pacific Northwest to be recognized in the 20 year history of the award; and

WHEREAS, SHERRY BURKEY will be retiring from Western to pursue new adventures in the next chapter of her life; and

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Western Washington University offers thanks and commendation to **SHERRY BURKEY** on her many achievements and exemplary service as Associate Vice President for University Relations and Community Development and Director of Government Relations.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 10, 2014.

MOTION 10-02-2014: Trustee Thompson moved that the Board of Trustees of Western Washington University, approve Resolution 2014-07, Recognizing the Service of Sherry Burkey.

The motion carried.

- **Becca Kenna-Schenk, Government Relations Director**

Vice President Swan introduced Becca Kenna-Schenk, Government Relations Director. Swan said that Kenna-Schenk was hired as the Director of Government Relations at Western effective September 15, 2014, and will succeed Sherry Burkey, who is retiring. Kenna-Schenk, was most recently director of Government Relations for the Washington Student Achievement Council. Kenna-Schenk has a bachelor's degree from Oberlin College in Oberlin, Ohio and a master's of Public Administration from The Evergreen State College.

- **Matt Babick, Director, Office of the Internal Auditor**

President Shepard introduced Matt Babick, Director, Office of the Internal Auditor. President Shepard said Babick was hired as Director of Internal Audit at Western following a national search. He succeeds

former Internal Audit Director Kim Herrenkohl, who left Western to take a position as chief deputy auditor for San Juan County. Babick's 25 years of experience includes time as a university auditor for California State University, Fresno; director of internal audit for El Paso (Texas) Community College and management auditor for the California State University Board of Trustees, Long Beach. Babick has a bachelor's degree in Public Administration from San Diego State University and a master's in Public Administration from the University of Southern California.

4. BOARD CHAIR

Chair Lee welcomed Trustee Overstreet and invited Trustee Fujikado to read Resolution 2014-08, *Welcoming Trustee Earl Overstreet*.

RESOLUTION NO. 2014-08

A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY

WELCOMING TRUSTEE

Earl Overstreet

WHEREAS, on October 1, 2014, Governor Jay Inslee appointed **EARL OVERSTREET** of Greenbank, Washington, to serve a term on the Western Washington University Board of Trustees through September 30, 2020; and

WHEREAS, **EARL OVERSTREET** brings to his appointment as a trustee over 40 years of professional experience in the business, information technology and services industry communities, currently as the founding chief executive for General Microsystems Incorporated (GMI), and previously at Wyle Labs Electronic Marketing Group and General Electric; and

WHEREAS, **EARL OVERSTREET** has proven his exceptional business leadership by General Microsystems Incorporated being awarded the 2008 William D. Bradford Minority Business of the Year Award and the 2006 Distinguished Business Achievement Award from the University of Washington Foster School of Business, as well as the 2007, 2008 and 2014 Class III Supplier of the Year Award from the Northwest Minority Supplier Development Council; and

WHEREAS, **EARL OVERSTREET** has shown commitment to serve his community by serving as Chair of the Board of Directors for the Bellevue Chamber of Commerce, as a member of the Central Washington University College of Business Advisory Board, the State of Washington Office of Minority and Women's Business Enterprise's Advisory Committee, the South King County STEM Advisory Committee and on the Bellevue College Presidential Search Advisory Committee; and

WHEREAS, **EARL OVERSTREET** received his bachelor's degree in mechanical engineering from Case Institute of Technology and his Masters of Business Administration from Case Western Reserve University in Cleveland, Ohio; and

WHEREAS, **EARL OVERSTREET** has declared his commitment to serve as a member of the Western Washington University Board of Trustees; and

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Western Washington University officially extends a warm welcome to **EARL OVERSTREET** 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 10, 2014.

MOTION 10-03-2014: Trustee Fujikado moved that the Board of Trustees of Western Washington University, approve Resolution 2014-08, Welcoming Trustee Earl Overstreet.

The motion carried.

Chair Lee said that former Trustee Peggy Zoro could not make it to the meeting and that the Board would recognize her at a later date. She then gave a brief summary of the trustee's recent evaluation of President Shepard. Lee said that she appreciated all who participated and provided information for President Shepard's evaluation. She also appreciated the thoughtful input that people provided to the Trustees on ways to improve the Board and continue moving the University forward.

5. UNIVERSITY PRESIDENT

President Shepard said he recently attended a Council of President's (COP) Retreat with other state institution's leadership from Washington State. He said that the COP group met with leadership from the Governor's Office, the Senate and the House and discussed the need for state support for higher education. The state officers expressed knowledge of the importance of state support and talked about the revenue issues facing the state in the next legislative session. Trustees expressed support for the COP's focus on statewide student success.

6. ASSOCIATED STUDENTS

Annika Wolters, Associated Student President reported that the AS Board efforts for voter registration at the beginning of the quarter were a success. Western registered more students to vote than any other Washington State campus and had the record for most one day registrations. Wolters said that the AS Board is working to get the late night bus shuttle to extend their hours of operation on the 21st Street corridor to allow students a safe way home in the dark winter months. She said the Board is working on a student activity calendar, more gender neutral bathroom options, and a different location for the ethnic student center. Wolters said that the AS Board considers the recent conversation on divestment with the Western Foundation Board a success because it got the issue discussed on campus and raised awareness adding that the Board is turning their focus to ways that the campus can make further progress on sustainability.

Chair Lee announced a break at 9:39 am. The Board returned and reconvened the meeting at 9:55 am.

7. FALL OPENING

Eileen Coughlin, Sr. Vice President & VP for Enrollment & Student Services reported to the Trustees on the 2014 fall enrollment numbers and breakdown at Western. Coughlin said that Western had an official total enrollment of 15,060 students, and welcomed just under 2,786 freshmen to the campus. She said that the enrolled freshmen are more diverse and an increased number are first generation students which reflects current Washington High School graduates demographics. Coughlin said

many variables are considered when making enrollment goals, and Western had come within .02% of the total enrollment goal number. Admissions also noted that enrollment is up this year for Native American students which more accurately reflects the State demographics. Coughlin also said that the first round of students who participated in the Compass 2 Campus program are within a couple of years of high school graduation and should be seeing numbers from those graduates soon. She noted that the overall applicant pool for African American students was down in the total number of applicants, but they saw an increase in the quality of the candidates. Overall, Coughlin said she is pleased with the student mix on campus this year.

Trustees had questions about recruiting efforts and the most effective ways to showcase Western to prospective students. Coughlin said that there are three main recruiting efforts that prove to be the most productive, an in person campus visit, generous financial aid packages, and a website that is easy to navigate and peruse. Trustees asked about affordability and how much of a factor it is for students on their final choice for schools. Coughlin said that her division is responding to need based financing as best they can for applicants, but that for most students, especially first generation students, finances are the final decision point for all most everyone. AS President Wolters commented on the diversity statics and said that Western should define what diversity is to help further the goals, not just say it is people of color.

8. ASHOKA UPDATE

Brent Carbajal, Provost and Vice President for Academic Affairs introduced the agenda item and invited Brian Burton, Associate Vice President for Academic Affairs and Danica Kilander, Western Change Leader to present. Burton said that on October 1st Western Washington University was selected to join the Ashoka U Changemaker Campus consortium, which currently stretches across 29 campuses in five countries. Western is the first public comprehensive university to be selected for the consortium. Burton said that to receive the Changemaker Campus designation, institutions typically spend over a year navigating a very rigorous selection process. Potential candidates are evaluated and coached on a wide range of criteria that include the strength of the team behind social innovation initiatives, the availability and accessibility of a variety of social innovation opportunities for students, genuine senior leadership support, and commitment to advancing the field. Burton added that Ashoka U selection panelists noted that Western's tagline of "Active Minds Changing Lives" is clearly embodied and exemplified in the enthusiastic response from students on campus, as well as faculty and staff, and that the campus lives what we believe. The panelist also noted that it is clear that Western is dedicated to creating a community that cares about giving back to their state, nation and world in new and creative ways.

Burton said that Ashoka U offers the Changemaker Campus designation to leading institutions in social innovation education. These institutions share the vision for higher education to become the next global driver of social change by transforming the educational experience into a world-changing experience. The purpose of the Changemaker Campus designation is to recognize colleges and universities that have embedded social innovation as a core value and showcase the ways in which they have built supportive environments for changemaking across the entire institution – from admissions to curriculum, career services, and community and alumni engagement.

Trustees were pleased to hear about Western's participation in the program and asked what this means as far as Western's commitment in the future. Burton said that there is no commitment other than being part of the group and continuing to participate in the program.

9. EMERGENCY COMMUNICATIONS SYSTEM UPDATE

Rich Van Den Hul, Vice President for Business and Financial Affairs, Vice President Steve Swan, Darin Rasmussen, Chief of Police / Director of Public Safety, Sue Sullivan, Director, Environmental Health and Safety, and Paul Cocke, Director, Office of University Communications introduced themselves and began the presentation regarding the emergency communications systems on campus. Van Den Hul said that the University deploys the Western Alert system which uses a number of notification elements – including emergency building enunciation, text, email, social media and web messages – to provide the campus community with information when an emergency or threat occurs. He said that the objective of the Western Alert System is to provide clear, concise emergency messages to the campus as quickly as possible using prioritized, identified communication channels.

Van Den Hul said that the Emergency Notification Planning Group was recently charged to develop a systematic strategy and approach to improve Western's emergency notification systems and has determined that campus readiness and reaction can be enhanced with incorporation of the latest upgrades in technology and streamlining of communications protocols.

Trustees asked what constitutes an on campus verses off campus emergency, and if off campus incidents will be noticed to campus the same as on campus. They also asked what system Seattle Pacific University used during their campus emergency last spring and how Western's system compares. Van Den Hul said that was addressed by Western's planning group and that they are looking at similar improvements to our system. Trustees commented that this is a very important topic to address before it is needed and would like to hear more specifics in the near future.

10. FACULTY SENATE

Spencer Anthony-Cahill, Faculty Senate President thanked the Board for accommodating his request for a later presentation time to allow him to administer a celebration of knowledge opportunity, a test, in his morning class. Anthony-Cahill outlined the following top priorities from the Faculty Senate Executive Committee for the upcoming year:

- 1) Establish significant faculty involvement on a strategic enrollment planning committee.
- 2) On issues related to student retention:
 - a) Work with the AS to identify and implement effective strategies for improving classroom climate at WWU.
 - b) Provide a Senate recommendation on continuation of the Student Success Collaborative.
 - c) Determine what would be needed to increase faculty engagement in advising of students.
- 3) Ensure that the Senate Extended Education Committee has a clear charge, and establishes a collegial and productive working relationship with Extended Education.
- 4) Resume faculty reviews of senior administrators.
- 5) Work with the Equal Opportunity Office (EOO) to establish "informal resolution" procedures that are clear, meet the objectives of EOO, and are supported by the faculty.
- 6) Respond to the Western Study of General Education report once it has been submitted.

Anthony-Cahill said that the Senate is working with the AS Board to address issues raised regarding classroom climate. He also talked about the recent study by Raine Dozier, Ph.D. for The President's Taskforce on Equity, Inclusion, & Diversity, and how that study found that faculty of color are doing an inordinate amount of advising for students of color, which will only increase as the University's student population continues to diversify. Anthony-Cahill said that the Senate is hoping to address the issue and make sure that advising and engagement with all of our students is something that all faculty will be participating in. He also said that the Senate formed a new committee, the Senate Extended Education Committee (SEEC), which he sees as ensuring a way to engage with Extended Education in a collegial way and work toward effective solutions for affordable access to quality. The Senate is also working with the Provost Office for a way to provide input to senior academic administrator's yearly reviews rather than the Senate's individual reviews.

11. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement reported that as of September 30th the campaign was at \$42.87 million. Bowers gave an update of the official campus launch activities for the campaign in Bellingham and Seattle. Bowers also described the recent dedication of Harrington Field and gave a short stewardship story from the event.

12. AUDIT COMMITTEE REPORT

Dick Thompson, Chair, Board Audit Committee welcomed newly hired Director of Internal Audit Matt Babick. Thompson said that he and Babick have discussed the difference between consulting and consultation work as an auditor verses a traditional audit and the benefits associated with that approach. He said that he is looking forward to receiving his first Audit. Thompson gave a brief summary of the committee's discussion from the previous day's meeting, including the entrance conference with the State Auditor's office and the committee self-assessment process.

13. COMMITTEE ON TRUSTEES REPORT

Sue Sharpe, Chair, Board Committee on Trustees welcomed Trustee Overstreet. Sharpe reported that the committee will continue to gather feedback on the new trustee orientation process and ways to improve.

14. INFORMATION ITEMS

a. Academic Affairs Report

Provost Carbajal provided a written report with an update on the status of Western's accreditation process. Western received notice on July 28, 2014, that its spring, 2014, Resources and Capacity Report was accepted by the Board of Commissioners of the Northwest Commission on Colleges and Universities (NWCCU). This acceptance extends Western's good standing with NWCCU until its Spring, 2017, comprehensive evaluation, which is now called the Year-Seven Mission Fulfillment and Sustainability Self-Evaluation Report.

b. Admissions and Enrollment Report

Vice President Coughlin provided a written report regarding the university's general enrollment and admissions.

c. Capital Program Report

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

d. University Advancement Report

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

e. University Relations and Community Development Report

Vice President Swan provided a written report documenting recent activities of University Relations and Community Development. Trustees expressed interest in discussing the upcoming 2015 Legislative Session with staff over the next month or so.

f. WWU Annual Report

A copy of Western's Annual Report was provided to the Trustees. Trustees said that the Annual Report is a great way to look back at the many nationally recognized accomplishments of students, faculty and staff throughout the past year and to celebrate their good work.

g. Office of the Internal Auditor Annual Report

Matt Babick, WWU Director of Internal Audit provided the Board with the annual overview of 2013-2014 operations of the Office of the Internal Auditor. The report included descriptions of internal audit services, results of audit and investigative activities, goals for the upcoming academic year.

15. DATE FOR NEXT REGULAR MEETING: December 11, 12 2014

16. The meeting adjourned at 11:45 a.m.