

**Western Washington University
Board of Trustees
Meeting Minutes
Friday, February 8, 2019**

CALL TO ORDER

Acting on behalf of Board Chair Earl Overstreet, who called into the meeting by phone, Board Vice Chair, Trustee Chase Franklin called the regular meeting of the Board of Trustees of Western Washington University to order at 8:02 am in the Board Room, Old Main, in Bellingham, WA. Trustee Franklin noted that the meeting agenda would be abbreviated due to extreme winter weather.

Board of Trustees

Earl Overstreet, Chair – *by phone*
Chase Franklin, Vice Chair
John Meyer, Secretary – *by phone*
Citlaly Ramirez
Faith Pettis
Karen Lee – *by phone*
Mo West
Sue Sharpe

Western Washington University

Sabah Randhawa, President
Brent Carbajal, Provost and Vice President for Academic Affairs
Richard Van Den Hul, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations and Marketing
McNeel Jantzen, Faculty Senate President
Paul Cocke, Director of University Communications
Paul Dunn, Chief of Staff to the President, Secretary to the Board of Trustees
Barbara Sandoval, Senior Executive Assistant to the President
Rayne Rambo, Assistant Secretary to the Board of Trustees

1. APPROVAL OF MINUTES

MOTION 02-01-2019 Trustee Pettis moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following minutes:

- Board of Trustees Meeting December 13 & 14, 2018

The motion passed.

2. PUBLIC COMMENT

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. There were no requests for public comment.

3. BOARD CHAIR REPORT

Calling in by phone, Board Chair Earl Overstreet elected not to deliver his report in order to abbreviate the agenda because of inclement weather.

4. UNIVERSITY PRESIDENT REPORT

President Randhawa reported that the newly hired Executive Director of American Indian/Alaska Native and First Nations Relations and Tribal Liaison, Laural Ballew, started in her position and was welcomed at a gathering with the campus community. President Randhawa highlighted that he and Vice President for Enrollment and Student Services, Melynda Huskey, have been meeting with diverse student groups and having productive conversations regarding equity, diversity and inclusion. In order to ensure that student concerns are addressed in a timely and transparent manner, the University's diversity website was updated with a timeline for action to help monitor progress on these important issues. He also noted that the Northwest Commission on Colleges and Universities (NWCCU) made a campus visit and made recommendations regarding assessing outcomes and aligning with the budget planning process. He confirmed that Western responded to those recommendation and the NWCCU has acknowledge that the recommendations have been addressed and they are satisfied with the progress made.

5. ASSOCIATED STUDENTS REPORT

Millka Solomon, Associated Student President was not present to provide her report.

6. FACULTY SENATE REPORT

McNeel Jantzen, Faculty Senate President elected not to deliver her report in order to abbreviate the agenda because of inclement weather.

7. FINANCE, AUDIT AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

Trustee Sue Sharpe, Committee Member, Finance, Audit and Enterprise Risk Management (FARM) Committee reported on behalf of the FARM Committee. She welcomed Trustee Faith Pettis to her first FARM Committee meeting and noted that she will bring great insight to the committee. Sharpe reported that the committee received a presentation on Physical Plant integrity and that the presentation would come before the full board at a future meeting. She noted that the FARM committee is working to establish a formal policy for University Reserves that will come to the full board for approval and that Title IX & Clery Act updates will be provided at every committee meeting. She also noted that the committee concurred with the

recommendation of the State Auditor's Office conducting the FY 2019 Financial Statement Audit.

8. STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Chair, Student Success Committee, reported that the Student Success Committee was updated on the dashboard that tracks success related to equity, diversity, and inclusion and that it is detailed in intention, status and progress. She explained that the committee visited the Math Department for a presentation and discussion on the strategies for non-majors to succeed in Math, particularly the introductory courses and creative pedagogical methods used in them. She also added that the committee was able to tour the Math Tutoring Center allowing a visual for resources available to students who are challenged in first year General University Requirements (GUR) in Math.

9. CONSENT ITEMS

Vice Chair, Chase Franklin introduced the consent item of the approval of Winter Quarter Degrees.

MOTION 02-02-2019 Trustee Sharpe 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 Winter Quarter 2019, effective March 23, 2019.

The motion passed.

10. APPROVAL OF PUBLIC WORKS PROJECTS

Richard Van Den Hul, Vice President for Business and Financial Affairs and Rick Benner, Director, Facilities Development and Capital Budget, University Architect provided a brief overview of the public works projects that require Board of Trustees approval.

MOTION 02-03-2019 Trustee Ramirez moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Lydig Construction, Spokane, WA, for the amount of \$2,070,000 (and associated sales tax) for the Phase 1 level of work contract (design and preconstruction services) for the University Residences New Residence Hall.

The motion passed.

MOTION 02-04-2019 Trustee Ramirez moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to M. A. Mortenson Construction, Bellevue, WA, for the amount of \$759,996 (plus associated sales tax) for the Phase 1 contract for design and preconstruction services for the Consolidated Academic Support Services Facility

The motion passed.

MOTION 02-05-2019 Trustee Ramirez moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Regency NW Construction, Inc., Bellevue, WA, for the amount of \$886,500 (base bid, plus alternate #1) to construct the Multiple Building Office and Classroom Renovations in Environmental Studies (ES) and Campus Services (CS).

The motion passed.

11. APPOINTMENT OF FY 2019 FINANCIAL STATEMENT AUDITOR

Trustee Meyer reported that the FARM Committee agreed with the recommendation from Business and Financial Affairs to approve the State Auditor's Office to perform the FY 2019 Financial Statement Audit.

MOTION 02-06-2019 Trustee Meyer moved, upon the recommendation of the Board of Trustees FARM Committee, the appointment of the Washington State Auditor's Office to perform an audit of the Financial Statements of the University, Housing and Dining, and Wade King Student Recreation Center, and an audit of the inventory of the Associated Students Bookstore. The appointment is for a one-year term with an estimated 620 hours and an estimated cost of \$60,000.

The motion passed.

12. COLLEGE OF HUMANITIES SOCIAL SCIENCE STATE OF THE COLLEGE AND LINGUISTICS PLANNING UPDATE

Vice Chair, Chase Franklin, explained that due to inclement weather this item would be rescheduled for a future meeting of the Board of Trustees.

13. WWU ON THE PENINSULAS EXPANSION FEASIBILITY STUDY: NEXT STEPS

Vice Chair, Chase Franklin, explained that due to the inclement weather, that this item would be rescheduled for a future meeting of the Board of Trustees

14. LEGISLATIVE UPDATE

President Randhawa reported on behalf of Becca Kenna-Schenk, Executive Director of Government Relations that on Martin Luther King Jr. Day over one hundred Western students were present in Olympia as part of Western Lobby Day. President Randhawa also thanked the trustees that attended Regents and Trustee Day in Olympia representing Western. He noted that current legislative requests have been viewed as favorable during the current legislative session and that there have been supportive conversations with legislators regarding support for Western. President Randhawa also noted the former trustee, Ralph Munro, has agreed to host legislators from the Olympic and Kitsap Peninsula to discuss the future of education on the peninsula and how Western can support the future of higher education on the peninsulas.

15. INFORMATION ITEMS

a. Quarterly Report on Grants and Contracts

Provost Carbajal provided a written report with information for the Office of Research and Sponsored Programs concerning grant awards.

b. University Advancement Report

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

c. Capital Program Report

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

d. University Relations and Marketing Report

Vice President Gibbs provided a written report documenting recent activities of University Relations and Marketing.

e. Annual Department of Public Safety Report

Vice President Van Den Hul provided a written report with an annual update of the Department of Public Safety.

f. Mid-year Housing & Dining Report

Vice President Huskey provided a written report regarding the University's housing and dining system.

g. Admissions and Enrollment Report

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

19. DATES FOR NEXT REGULAR MEETING

April 4 & 5, 2019

20. ADJOURNMENT

The meeting adjourned at 8:48 a.m.