

**Western Washington University
Board of Trustees
Meeting Minutes
Friday, August 19, 2022**

4. CALL TO ORDER

Board Chair, Trustee John Meyer called the regular meeting of the Board of Trustees of Western Washington University to order at 8:02am at the Majestic Inn in Anacortes, WA.

Board of Trustees

John M. Meyer, Chair
Faith Pettis, Vice Chair
Chris Witherspoon
Chase Franklin
Karen Lee
Mo West
Keara Ryan
Sue Sharpe

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost/Executive Vice President
Brent Carbajal, Provost/Vice President for Academic Affairs
Melynda Huskey, Vice President for Enrollment and Student Services
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations and Marketing
Kim O'Neill, Vice President for University Advancement
Jacqueline Hughes, Chief Diversity Officer and Executive Director, Office of Equity
Becca Kenna-Schenk, Executive Director, Government Relations
Faye Gallant, Executive Director of Budget & Financial Planning
Melissa Nelson, Assistant Attorney General
Rayne Rambo, Assistant Secretary to the Board of Trustees

5. PUBLIC COMMENT

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. One person signed up for public comment.

6. BOARD CHAIR REPORT

Trustee John Meyer, Board Chair, introduced the new Secretary to the Board, Rebecca Hansen-Zeller, who will be starting in September. He also welcomed Brad Johnson to his new role as Provost and Executive Vice President for Academic Affairs. Finally, he welcomed Jacqueline Hughes as the University's first Chief Diversity Officer.

Chair Meyer shared reflections on the exciting presentation and tour at the Shannon Point Marine Education Center the day before. He also encouraged trustees to candidly share their thoughts about expanding Western's presence and impact on the Peninsulas.

RESOLUTION NO. 2022-05
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF TRUSTEE

Karen Lee

WHEREAS, on December 10, 2010, **KAREN LEE** of Covington, Washington, was appointed by Governor Christine Gregoire to serve a term on the Western Washington University Board of Trustees through September 30, 2016, and was reappointed for a second six-year term by Governor Jay Inslee ending September 30, 2022; and

WHEREAS, KAREN LEE brought to her appointment experience working in senior leadership positions in business and government, including serving as Commissioner of the Washington State Employment Security Department, and as Chief Executive Officer of Pioneer Human Services; and

WHEREAS, KAREN LEE's appointment has added to an already distinguished record of community service as past President of the National Association of State Workforce Agencies, President of the University of Washington Alumni Association, Chair of the Board of Directors for the Bellevue Chamber of Commerce, board member of the Cascade Land Conservancy, and vice chair of the Washington State Student Achievement Council; and

WHEREAS, KAREN LEE provided outstanding leadership as Chair of the Board of Trustees from June 2014 to June 2016 during a presidential search and transition process, and as a member of the Board's Finance, Audit, and Enterprise Risk Management and Academic Affairs and Student Success Committees; and

WHEREAS, KAREN LEE has challenged and inspired her Board colleagues and University leaders to think boldly about the future of Western Washington University and public higher education, accelerating progress toward achieving Western's strategic goals and priorities, and what it means to advance a culture of inclusion and equity in all aspects of University operations; and

WHEREAS, KAREN LEE has combined steadfast leadership, thoughtful engagement, and warm collegiality with a personal commitment to advancing the best interests of each member of the Western community;

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that **KAREN LEE** is hereby honored for outstanding service and dedication to the University and is extended the gratitude and best wishes of the entire university community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on August 19, 2022.

MOTION 08-01-2022

Trustee Sharpe moved that the Board of Trustees approve Resolution 2022-05 Thanking Trustee Karen Lee for her service on the Board.

The motion passed.

RESOLUTION NO. 2022- 06

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY**

WELCOMING TRUSTEE

Keara Ryan

WHEREAS, on July 1, 2022, Governor Jay Inslee appointed **KEARA RYAN** of Snoqualmie, Washington to serve a one-year term ending on June 30, 2023 on the Western Washington University Board of Trustees; and

WHEREAS, KEARA RYAN is a student in good standing at Western Washington University pursuing a bachelor's degree in Sociology and minor in Holocaust and Genocide Studies; and

WHEREAS, KEARA RYAN brings to her appointment as a trustee a record of broad service and dedication to the campus community, including as the Associated Students Office of Civic Engagement as the Elections Coordinators, Outreach Coordinator for WWU Planned Parenthood Generation Action, and contributing editor to The Back; and

WHEREAS, KEARA RYAN was nominated by an Associated Students committee to serve as a student member of the Western Washington University's Board of Trustees; and

WHEREAS, KEARA RYAN 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 **Keara Ryan** as she begins her term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its meeting on August 19, 2022.

MOTION 08-02-2022 Trustee West moved that the Board of Trustees approve Resolution 2022-03 Welcoming Trustee Keara Ryan

7. UNIVERSITY PRESIDENT'S REPORT

President Randhawa reported on staffing changes and personnel searches that are underway. He shared reflections on the impressive research being done at Shannon Point Marine Center and the impact it has locally and globally. He reported on recent meetings with legislators. He also commented on preparation for Fall quarter and a return to in-person, normal operations.

8. FACULTY SENATE REPORT

"My name is Lysa Rivera and I am excited to serve the University as next year's Faculty Senate president. I am currently in Spain with my son and unable to attend this important two-day meeting. Please accept this written report in my place. (Were I there in person, I would pause here to thank Rayne Rambo for organizing this event so effectively. Thanks, Rayne!).

I am an Associate Professor in the English department, where I teach courses in American multiethnic literature. I bring to the senate several years of leadership experience in my home department and the

faculty union, UFWW. I also want to introduce Brandon Dupont who graciously agreed to be nominated as my Vice President. Dr. Dupont is an associate professor in Economics and brings to this service opportunity substantial faculty governance experience.

Because the faculty senate responds to questions and challenges all year, it would take me far longer than ten minutes to give you a complete list of everything we faced and accomplished. I'll offer two that have stood out to me.

Last year, the faculty senate continued to navigate a higher-ed landscape still impacted by the Covid-19 pandemic. While faculty, staff, and students were steadily returning to in-person teaching, there were hiccups along the way. This prompted significant and important discussions across campus about remote learning in general. The Academic Coordinating Commission (ACC) introduced new definitions related to modality and the Senate voted unanimously to approve them in June. Colleges continue to have discussions to develop new alternative modality guidelines which would include some remote and hybrid forms of course delivery. This was a long process – and in many ways it remains ongoing – because discussions as important as modality take great time and care.

Another important item relates to our teaching faculty (also known as non-tenure-track or NTT). Per the request of a department in the college of science and engineering, and after feedback through a faculty survey, the Senate made a slight revision to the faculty handbook that articulates and thereby establishes the possibility of non-tenure track faculty voting rights on recommendations for chair in their department. Ultimately, this decision remains in the hands of departments and/or colleges to decide.

Looking ahead to next year, there are several new conversations set to take shape. This summer, an ad hoc senate subcommittee carried out a charge to develop new course evaluation questions as our previous software is no longer compatible with our current technology. I chair this committee and I look forward to bringing a solid proposal to Senate in the fall. Faculty across campus are eager to replace the temporary evaluation form developed during Covid: stronger, more effective course evaluations are important for promotion and tenure, especially.

In addition to this summer ad hoc committee on new course evaluations, we have charged a second ad hoc committee with the task of proposing substantial revisions our Faculty Code of Ethics. We hope to implement a much more robust and clear ethical commitment against sexual harassment in all its forms.”

9. ASSOCIATED STUDENTS REPORT

The AS Student President was not in attendance and did not submit a written report.

10. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE

Trustee Sue Sharpe, Chair, Finance, Audit, and Enterprise Risk Management (FARM) Committee reported on their recent meeting which included an enrollment update, an update on university dining services, a meeting with the State Auditors, and review of the decision package that the board will consider today.

11. BOARD STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Chair, Student Success Committee, (SSC) reported that the committee re-scheduled the meeting on August 17th to September 19th. Student Academic Distress will be on the agenda. She will provide a report at the next regular meeting of the Board of Trustees.

12. WESTERN ON THE PENINSULAS

President Sabah Randhawa provided the Board with an introduction to the possibility of Western expanding its presence and impact on the Peninsulas, and conversations that are currently being had with legislators. Western currently offers several degree programs in locations on the Kitsap and Olympic Peninsulas in partnership with Olympic College and Peninsula College that are collectively referred to as the “Western on the Peninsulas” programs.

Brent Carbajal reported on existing 2+2- year degree programs and a 2019 Feasibility Study that determined that a more established four-year university presence is needed in order to better serve the regional workforce needs. It was noted that the Kitsap and Olympic Peninsula region is currently one of the most underserved regions in the state for four-year and master’s level degree programs.

Brad Johnson and Sabah Randhawa fielded questions from the trustees. After thorough discussion, the trustees indicated support for the proposal to expand Western’s presence on the peninsulas.

Chair Meyer announced a ten-minute break at 9:57 a.m. The Board reconvened at 10:18 a.m.

13. FOUNDATION AND ALUMNI BOARD MERGER UPDATE

Kim O’Neill, Vice President for University Advancement provided an update of the merger of the Western Washington University Foundation and Alumni Association Boards. The goal of the merger is to better align, integrate and operationalize the work of the Alumni Association and Foundation. The merger will result in a modernized model of a highly strategic, coordinated, efficient and intentional approach to alumni and donor engagement. Alumni will be exposed to more meaningful engagement interactions with the University, which will strengthen their affinity and result in heightened volunteerism, advocacy and philanthropy.

14. BOARD POLICIES ON DELEGATION OF AUTHORITY, PRESIDENTIAL EVALUATIONS, AND BOARD SELF-EVALUATION

Trustee Sue Sharpe and Trustee Faith Pettis outlined the proposed changes to the policies. The board decided to table the policies until October, pending further review.

15. OPERATING BUDGET REQUEST FOR BIENNIUM 2023-2025

Joyce Lopes, Vice President for Business and Financial Affairs, presented the 2023-2025 Biennial Operating Budget Request. This request is driven by Western’s mission to serve the people of the state of Washington and its core strategic priorities, to advance inclusive student success and increase its impact in Washington. These proposals were developed in line with the vision to advance the State’s education attainment goals, and prepare and inspire individuals to explore widely, think critically, communicate clearly, and connect ideas creatively to address our most challenging needs, problems, and questions. The request includes items that are critical to maintain

and enhance Western's strengths, as well as operations and maintenance funding necessary to operate the university facilities and infrastructure.

This request was developed through the Strategic Budgeting process. The following Decision Packages were presented for approval:

- Critical Compensation Adjustments
- Core Infrastructure and Safety
- Expanding Expertise in Environment and STEM Fields
- Student Retention and Recovery
- Maintenance and Operations

MOTION 08-03-2022 Trustee Witherspoon moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the attached 2023-2025 biennial operating budget request of \$248,943,000 in state funds in support of academic, administrative, and departmental operations. With concurrence of the Board Chair, the President may make adjustments to the approved budget request in response to subsequent instructions from the Office of Financial Management, to advance consistency among the submissions of Washington's six public baccalaureate institutions, or other adjustments as appropriate.

The motion passed.

16. APPROVAL OF SPRING QUARTER DEGREES

Brad Johnson, Provost and Executive Vice President, presented the candidates for undergraduate and graduate degrees for summer quarter.

MOTION 08-04-2022 Trustee Ryan 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 Summer Quarter 2022, effective August 20, 2022.

The motion passed.

17. INFORMATION ITEMS

a. Academic Affairs Report

Provost Brent Carbajal and Incoming Provost Brad Johnson submitted a written report.

b. Enrollment Management Report

Melynda Huskey submitted a written report.

c. University Advancement Report

The Advancement Report was included in the written materials.

d. Capital Program Report

A report was included in the written materials.

e. University Relations and Marketing Report

Donna Gibbs submitted a written report.

f. Affirmative Action Program Summary Report

The Office of Civil Rights and Title IX Compliance submitted the Affirmative Action Program Report.

The board reviewed the written reports. Trustee Karen Lee asked about faculty demographics that were reported in the Affirmative Action Report.

18. TRUSTEE REMARKS

Trustees discussed the possibility of an extended work session in the fall.

19. DATES FOR NEXT MEETING

October 13 & 14, 2022 at Western Washington University in Bellingham, WA.

23. ADJOURNMENT

The meeting adjourned at 11:11 a.m.