

**Western Washington University  
Board of Trustees  
Agenda  
June 13, 14, 2013**

**FRIDAY, June 14, 2013**

**Location: OM 340**  
**Time: 8:00 a.m.**

- 1. CALL TO ORDER, APPROVAL OF MINUTES**  
8:00 – 8:05
  - Board of Trustees Meeting, April 11, 12, 2013
  
- 2. PUBLIC COMMENT PERIOD**  
8:05 – 8:15
  
- 3. RECOGNITIONS AND INTRODUCTIONS**  
8:15 – 8:35
  - a) Clara Capron, Assistant Vice President, Enrollment & Student Services
  - b) Mark Greenberg, Dean of Libraries
  - c) Fulbright Scholars & their Advisors
  - d) Catherine Riordan, Provost & Vice President for Academic Affairs
  - e) Roger Gilman, Dean, Fairhaven College
  - f) Wendy Bohlke, Senior Counsel, Assistant Attorney General
  - g) Lynda Goodrich, Athletic Director
  - h) Liz Sipes, Secretary to the Board of Trustees
  
- 4. BOARD CHAIR REPORT**  
8:35 – 8:45
  - a) Resolution No.2013-01 Recognizing the Service of Board Member Joseph Meyer
  - b) Report on AGB National Conference on Trusteeship, April 19 – 23, 2013
  
- 5. UNIVERSITY PRESIDENT**  
8:45 – 8:55
  
- 6. ASSOCIATED STUDENTS**  
8:55 – 9:05
  - Introduction of 2013 - 2014 Associated Students Board
  
- 7. FACULTY SENATE**  
9:05 – 9:15

## **ACTION ITEMS**

### **8. CONSENT ITEMS:**

9:15 – 9:20

- a) Approval of Spring Quarter Degrees
- b) Construction Contract for Multipurpose Playfield, PW 660

### **9. 2013 - 2014 PRELIMINARY OPERATING BUDGET**

9:15 – 9:20

Presentation: Bruce Shepard, President  
Richard Van Den Hul, Vice President for Business & Financial Affairs  
Linda Teater, Budget Director, Budget Office

9:20 – 9:25 Discussion

### **10. 2013 - 2015 PRELIMINARY CAPITAL BUDGET**

9:25 – 9:30

Presentation: Bruce Shepard, President  
Richard Van Den Hul, Vice President for Business & Financial Affairs  
Rick Benner, University Architect/Director, Facilities Development & Capital Budget

9:30 – 9:35 Discussion

### **11. 2013 - 2014 STUDENT FEES**

9:35 – 9:40

Presentation: Eileen Coughlin, Sr. Vice President, VP for Enrollment and Student Services

9:40 – 9:45 Discussion

- Services & Activities Fee
- Student Health Service Fee
- Student Recreation Fee
- Student Technology Fee
- Non-Academic Building Fee
- Green Energy Fee
- Transportation Fee

### **12. MATTERS CONCERNING WATERFRONT PRESENCE**

9:45 – 9:50

Presentation: Bruce Shepard, President

9:50 – 9:55 Discussion

### **13. DISCUSSION ABOUT BOARD COMMITTEES AND APRIL 2014 MEETING DATE AND POSSIBLE ACTION**

9:55 – 9:57

Presentation: Peggy Zoro, Chair, Board of Trustees

9:57 – 10:00 Discussion

**BREAK**      **10:00 – 10:10 (10 MINUTES)**

**14. OTHER ACADEMIC PROGRAM FEES**

10:10 – 10:15 Presentation: Catherine Riordan, Provost and Vice President for Academic Affairs  
Debra Jusak, Vice Provost, Academic Resources  
Ichi Pencil, Academic Budget Director  
Lise Fitzpatrick, Director, Admin. Services, Financial Mgmt & Info  
Services, Extended Ed

10:15 – 10:20 Discussion

**15. 2013 - 2015 INTERNAL AUDIT SCHEDULE**

10:20 – 10:25 Presentation: Kim Herrenkohl, Director, Office of Internal Audit

10:25 – 10:30 Discussion

**DISCUSSION ITEMS**

**16. INSTITUTE FOR ENERGY STUDIES**

10:30 – 10:40 Presentation: Catherine Riordan, Provost & Vice President for Academic Affairs  
Andy Bunn, Director, Institute for Energy Studies  
Joseph Meyer, Student and Member, Board of Trustees

10:40 – 10:45 Discussion

**17. REPORT ON THE PRESIDENT'S TASKFORCE ON EQUITY, INCLUSION AND DIVERSITY**

10:45 – 10:55 Presentation: Bruce Shepard, President  
Bill Lyne, Special Assistant to the President & Provost

10:55 – 11:00 Discussion

**18. CAMPAIGN UPDATE**

11:00 – 11:05 Presentation: Stephanie Bowers, Vice President for University Advancement

11:05 – 11:10 Discussion

**19. OLYMPIA UPDATE**

11:10 – 11:15 Presentation: Sherry Burkey, Associate Vice President for University Relations

11:15 – 11:25 Discussion

**20. COMPREHENSIVE REVIEW OF THE PARKING SYSTEM**

11:25 – 11:35 Presentation: Richard Van Den Hul, Vice President for Business & Financial Affairs  
Randy Stegmeier, Director, Public Safety/University Police Chief  
Rick Benner, University Architect/Director, Facilities Development &  
Capital Budget

11:35 – 11:40 Discussion

## **COMMITTEE REPORTS**

**21. AUDIT COMMITTEE REPORT**

11:40 – 11:45 Presentation: Dick Thompson, Chair, Board Audit Committee

11:45 – 11:50 Discussion

**22. INFORMATION ITEMS**

- a) Academic Reports
- b) Admissions and Enrollment Summary
- c) Alumni Relations Report
- d) Capital Program Report
- e) Development Report
- f) Staff Diversity Climate Survey
- g) Quarterly Grant/Contract Report
- h) University Relations Report

**23. DATE FOR NEXT REGULAR MEETING: August 22, 23, 2013**

**24. ADJOURNMENT**

**25. LUNCH - Introduction of 2013 Presidential Scholars**

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard

**DATE:** June 14, 2013

**SUBJECT:** **Approval of the Minutes**

**PURPOSE:** Action Items

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**Purpose of Submittal:**

Approval of the Board of Trustees Meeting Minutes.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following minutes:

- Approval of the Minutes of the Board of Trustees Meeting, April 11, 12, 2013

**Supporting Information:**

Minutes of April 11, 12, 2013

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MINUTES  
April 11, 2013**

**1. CALL TO ORDER**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 2:30 p.m., April 11, 2013, In Old Main 340, Western Washington University, Bellingham, WA.

**Board of Trustees**

Betti Fujikado, Secretary  
Dennis Madsen  
Joseph Meyer  
Ralph Munro  
Sue Sharpe  
Dick Thompson  
Peggy Zoro, Chair

**Western Washington University**

Bruce Shepard, President  
Wendy Bohlke, Assistant Attorney General  
Stephanie Bowers, Vice President, University Advancement  
Paul Cocke, Director, University Communications  
Eileen Coughlin, Sr. Vice President & VP for Enrollment & Student Services  
Paul Dunn, Sr. Executive Assistant to the President  
Ethan Glemaker, President, Associated Students  
Catherine Riordan, Provost and Vice President for Academic Affairs  
Liz Sipes, Secretary to the Board of Trustees  
Karen Stout, President, Faculty Senate  
Steve Swan, Vice President for University Relations  
Richard Van Den Hul, Vice President for Business and Financial Affairs

**2. SPECIAL REPORTS**

**A. WESTERN AND THE DYNAMIC NEW LEARNING ENVIRONMENTS: MOOCS, ONLINE, DEMOGRAPHICS, ETC.**

Bruce Shepard, President, stated that today's discussion is the beginning of a larger discussion on innovative methods to pedagogy. Catherine Riordan, Provost, led the discussion by asking the question, "What will Western's role be in 5 or 10 years in the new learning environments?" Riordan noted that with the proliferation of providers and learning opportunities on the web, there will also be a shift in the diversity in students; they will no longer be the traditional 18-22 year old students.

John Farquhar Manager, Centers for Teaching, Learning & Technology and Justina Brown, Instructional Designer, Multimedia and Faculty Development, proved a presentation on different modalities of offering courses, e.g.. *Blended Courses* and *Flipped Classrooms*. One definition of a Blended Course is a course when an online activity replaces at least 30% of required face-to-face meetings. *Blended learning* is a formal education program in which a student learns at least in part through online delivery of content and instruction with some element of student control over time, path, and/or place. The *Flipped Classroom* is a form of blended learning which encompasses any use of technology to leverage the learning in a classroom, so a teacher can spend more time interacting with students instead of lecturing.

Farquhar and Brown's presentation also included MOOCs. *Massive Online Open Course* (MOOCs) are defined as an online course aiming at large-scale interactive participation and open access via the web. In addition to traditional course materials such as videos, readings, and problem sets, MOOCs provided interactive user forums that help build a community for the students, professors, and TAs. MOOCs are a recent development in distance education.

Johann Neem, History Professor, and History students, Catrina Cuadra and Katie Wiggins, talked about the traditional classroom. Neem raised the question as to what are our expectations of students on online courses compared to what are our expectations of the students coming to the university. Cuadra and Wiggins shared their positive experience of having a traditional university experience. i.e. communicating in a classroom setting, face-to-face teaching and support of professors. These personal experiences are not available through online courses.

Riordan reported that Western offers blended courses and uses a lot of technology but does not offer any MOOCs. She noted that faculty come to Western because they are interested in teaching undergraduates in a face-to-face traditional classroom.

It was noted that MOOC's might be useful in a different situation other than the traditional classroom. For example, MOOCs might be useful to reach out the Bellingham community about the proposed Coal Export Terminal. This would provide opportunity for WWU experts in the relevant fields to participate in an open online discussion about this very important situation in our community and the communities along the coast.

### **3. EXECUTIVE SESSION**

At 3:30 p.m. Chair Zoro announced that the Board would convene in Executive Session for approximately 90 minutes to discuss personnel, real estate and legal issues as authorized in RCW 42.30.110. The Board reconvened in Open Session at 4:45 p.m. No action was taken.

Meeting recessed at 5:05 p.m.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MINUTES  
April 12, 2013**

**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. April 12, 2013 in Old Main 340, Western Washington University, Bellingham, WA

**Board of Trustees**

Betti Fujikado, Secretary  
Dennis Madsen  
Joseph Meyer  
Ralph Munro  
Sue Sharpe  
Dick Thompson  
Peggy Zoro, Chair

**Western Washington University**

Bruce Shepard, President  
Wendy Bohlke, Assistant Attorney General  
Stephanie Bowers, Vice President, University Advancement  
Paul Cocke, Director, University Communications  
Eileen Coughlin, Sr. Vice President & Vice President for Enrollment & Student Services  
Paul Dunn, Sr. Executive Assistant to the President  
Ethan Glemaker, President, Associated Students  
Catherine Riordan, Provost and Vice President for Academic Affairs  
Liz Sipes, Secretary to the Board of Trustees  
Karen Stout, President, Faculty Senate  
Steve Swan, Vice President for University Relations  
Richard Van Den Hul, Vice President for Business and Financial Affairs

**MOTION 04-01-2013**

Dennis Madsen 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, February 7, 8, 2013.

Motion carried. Dick Thompson abstained.

**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. RECOGNITION AND INTRODUCTIONS**

- **Leonard Jones, Director of University Residences**

Eileen Coughlin, Sr. Vice President and Vice President for Enrollment and Student Services introduced Leonard Jones, Western's new Director of University Residences. Jones has over 20 years of high-level leadership on two campuses. He has a bachelor's degree in social welfare and a master's degree in higher education from Southern Illinois University.

- **German Program, Modern & Classical Languages, CHSS**

Catherine Riordan, Provost and Vice President for Academic Affairs, and Brent Carbajal, Dean of the College of Humanities and Social Sciences introduced faculty from WWU's German Program. The program recently received national recognition, one of only two colleges and university programs in the country designated this year as a *German Center of Excellence*. A short PowerPoint presentation was made.

- **John Gilbertson, Chemistry Department**

Catherine Riordan, Provost and Vice President for Academic Affairs, and Jeff Wright, Dean of the College of Sciences and Technology introduced John Gilbertson, Assistant Professor in Inorganic Chemistry. Gilbertson received a Faculty Early Career Development (CAREER) Program award. The National Science Foundation's most prestigious award supports junior faculty who exemplify the role of teacher-scholars through outstanding research, excellent education and the integration of education and research within the context of the mission of their organizations.

Chair Zoro welcomed the students from the MBA 525 "Seminar in Corporate Governance" class who were observing today's Board of Trustees meeting.

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

Peggy Zoro, Chair, announced that per the Board of Trustees Rules of Operation, a comprehensive evaluation of the President is conducted every four years. A comprehensive and externally facilitated evaluation of President Shepard will be conducted from May 6 – 9, 2013, facilitated by Dr. John Moore, Penson Associates.

### **5. UNIVERSITY PRESIDENT**

Bruce Shepard, President, reported that while writing his annual self-assessment, he reflects on the past and future of Western. Shepard said that Western today is stronger than it was five years ago, despite the budget crisis and poor state economy. Shepard noted that we have made progress on faculty compensation, improved business practices, branded the university with "*Active Minds Changing Lives*", wrote a new strategic plan, and began a fund-raising campaign. Shepard is confident that Western will continue to be a strong institution.

Shepard appreciates the Boards attention to the performance review as it's important to him as a learning tool.

## 6. ASSOCIATED STUDENTS

Ethan Glemaker, AS President, updated that Board on recent activities of the Associated Students. Glemaker reported that:

- AS is asking for an increase in the Student Technology Fee;
- AS has formed a study group with the university administration that focuses on current environmental issues;
- reported on last week's Tribal Disco event which resulted in dialogue and conversation around cultural appropriateness;
- updated the Board on legislative efforts of the students,

## 7. FACULTY SENATE

Karen Stout, Faculty Senate President, updated the Board on recent activities of the Faculty Senate. The Senate continues to work on program review and handbook revisions. Stout reported that the Senate approved to add one representative from Extended Education to the Academic Technology Committee membership.

Stout reported that the Senate is trying to fill all vacant Senate seats. Johan Neem, Vice President and Parliamentarian, will be the 2013-2014 Faculty Senate President. Senate meetings include discussion of such things as using web-based products to better serve our students, presentations about e-books, as well as issues related to disability resources on campus.

Stout said that she has been working with the Provost's Office on a comprehensive revision of the Academic Honesty Policy. An Academic Integrity Task Force, made up of faculty, staff, and administrators has also been developed to discuss such things as how do we develop as people of integrity and how do we understand our own personal ethical code.

## 8. HOUSING AND DINING RATE INCREASES FOR 2013-2014

Eileen Coughlin, Vice President Enrollment and Student Services reported that there is a recommendation for a 3% increase for the Housing and Dining rate for 2013-2014. She noted that over 50 students are involved in the budgeting process and this recommendation is the lowest increase of any of the six state universities.

MOTION 04-02-2013

Ralph Munro moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached **(ATTACHMENT A)**. The 2013-2014 proposed rates call for 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

Motion carried.

## 9. TEACHER EDUCATION PRESENTATION

Catherine Riordan, Provost and Vice President for Academic Affairs, introduced Francisco Rios, Dean of the Woodring College of Education, Karen Dade, Associate Dean, and Bruce Larson,

Chair of the Secondary Education Department. They presented “*New Challenges to Advancing Teacher Education*,” an overview of new national and federal pressures on teacher education.

Rios outlined the challenges/threats around teacher education reform such as greater standardization, greater assessment, and greater quantification on actual impact. Nationally there are questions about the value of education, quality of teachers and the value of teacher education. The challenges/threats include Growing Education Achievement Training Academies (GREAT); Department of Education (draft) Proposal on Teacher Education; and the National Center for Teacher Quality National Program Review (NCTQ) The NCTQ report, which attacks teacher education programs around the nation, has been discredited by many teacher organizations around the country. Rios said that an additional challenge is the new National Standards Organization (CAEP).

Woodring is responding to these threats in three ways: working hard to meet National and State Standards; working hard to diversify the teacher workforce; responding to the needs of the profession; and exploring alternative route models. Woodring is also trying to be connected and relevant to the local Bellingham and Mt. Vernon schools via the Pathway Programs, Compass 2 Campus, Mentoring Programs, and other partnerships with P-12 schools. Rios reiterated that Western’s Woodring College of Education offers high quality teacher education programs and produces high quality teachers.

At 10:05 a.m. Chair Zoro announced a 10 minute break. The meeting reconvened at 10:22 a.m.

## **10. WESTERN’S ONLINE LEARNING**

Catherine Riordan, Provost and Vice President for Academic Affairs, introduced Steve Vanderstaay, Vice Provost for Undergraduate Education. Vanderstaay said that this presentation builds upon yesterday’s presentation with examples of online enhancements to both online and face-to-face instruction.

Laura Overstreet, Department of Sociology, presented “*Sociology 260: The Family and Society*.” She demonstrated how she creates rich, rigorous and engaging educational experiences within the online version of her “Sociology of the Family” course.

Steven Emory and Emily Borda, Chemistry Department, presented “*On-Line Lab Modules for the General Chemistry Curriculum*.” Emory described how the Chemistry Department developed, implemented, and piloted online “virtual” labs for its introductory chemistry sequence. These labs, designed both to create efficiencies by freeing up laboratory space and to improve student learning, demonstrate how online learning can enrich traditional face to face classes.

## **11. ENHANCING HUMAN RESOURCES FUNCTIONS AT WESTERN**

Richard Van Den Hul, Vice President for Business & Financial Affairs, and Chyerl Wolfe-Lee, Assistant Vice President for Human Resources presented “*Western - Where PEOPLE Matter!*”

Western’s Human Resources’ Mission is to “*Serve Western’s community by providing human resource knowledge across campus to empower people and create excellence*.” They updated the Board on how Human Resources is transforming the organization through programs such as Onboarding, Development (Employee Development, Professional/Leadership Development,

and Organization Development), Recruitment and Retention, Aging Workforce, and Labor/Management Relations.

## 12. COMPREHENSIVE REVIEW OF THE PARKING SYSTEM

The Comprehensive Review of the Parking System was postponed until the June 14, 2013 Board of Trustees Meeting.

## 13. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement, reported that the University Campaign expects to reach \$25M of commitments by the end of June. She reported that cash resources for the students and the faculty, have increased approximately \$1M over last year. Bowers reported that the University Advancement team is doing a “mini” feasibility study of a possible increase to the original goal of the University Campaign.

Bowers reported that the Foundation will hold its first annual meeting in May. Former Foundation Board members will be invited to participate.

## 14. OLYMPIA UPDATE

Sherry Burkey, Associate Vice President for University Relations, participated via conference call. Burkey reported on the current legislative session. The budgets are all out now, but she doesn't expect a final state budget by the end of the session. A chart indicating the **Average State/Tuition Funding Per Year – Per FTE as Proposed by Governor Inslee, Senate and House (FY 2013 Dollars)** was distributed. All the proposed budgets are a negative situation for higher education. Burkey said that with no new revenue for higher education and reductions in tuition, our ability to operate and serve the State is restricted. Burkey reported that several higher education bills and Western's proposed decision packages are also being held up. Burkey reported that funding for renovation of Western's Carver Academic Center was not included in the Capital budget.

Bruce Shepard, President said that Western will flourish no matter what happens in Olympia.

## 15. AUDIT COMMITTEE REPORT

Dick Thompson, Chair of the Audit Committee, reported that at the April 11, 2013 meeting the committee:

- Approved the minutes for the regular Audit Committee meeting of December 13, 2012;
- Heard the semi-annual controls report and an update of recent State Auditor's Office Review provided by Rich Van Den Hul, VP for Business & Financial Affairs and Brian Sullivan, Assistant Vice President, BFA;
- Had a discussion on the preliminary planning of establishing the biennial internal audit schedule for 2013-2015, facilitated by Internal Audit Director Kim Herrenkohl.
- Heard and update on Internal Audit projects, including the report of the 2012 4<sup>th</sup> quarter review of the President's expenses.
- Performed its annual review of the Internal Audit Charter, policies and procedures and did not have any recommended changes.
- Started its Audit Committee Annual Self-Assessment process.

- Performed its annual review of the Audit Committee Charter and did not have any recommended changes;
- Met separate with the Director of Internal Audit and the President as provided by the Audit Committee's Charter.

## **15. INFORMATION ITEMS**

- **Admissions and Enrollment Summary**  
Sr. Vice President Eileen Coughlin provided a written report on enrollment for Fall 2013 and recent international recruitment efforts.
- **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.
- **Professional Leave Report**  
Provost Riordan provided a report that lists the faculty professional leave proposals that have been approved for the 2013/14 academic year and provided a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western's faculty members.
- **Tenure and Promotion Report**  
Provost Riordan provided a list of faculty who recently received Promotion or Tenure & Promotion effective September 2013.
- **University Relations Report**  
Vice President Swan provided a written report on the recent activities of University Relations.

## **16. DATE FOR NEXT REGULAR MEETING: June 13, 14, 2013**

## **17. ADJOURNMENT**

The meeting adjourned at 12:00 p.m..

## **18. LUNCH**

The Board of Trustees enjoyed a lunch in the Solarium with recently promoted and tenure & promoted faculty members and their respective College Deans. .

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard on behalf of Vice President Eileen V. Coughlin  
**DATE:** April 12, 2013  
**SUBJECT:** **Housing and Dining Rate Increases for 2013-2014**  
**PURPOSE:** Action Item

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**Purpose of Submittal**

To obtain approval from the Board for increases in rates for Housing and Dining room and board for 2013-2014.

**Points to Consider**

- The majority of the rate increase is to address modest inflation and capital plan expenditures. Operating cost increases are offset through operating cost reductions as well as increases to certain income streams.
- The proposed 3.0% rate increase allows investment for scheduled renovations; is below the rate increase range of 4% – 5% projected in the 10-year capital plan; and is sensitive to students' total WWU cost.
- The current long-term capital plan, shared at the Trustee's December 2012 meeting, was based on the approximate rate increases shown below. Capital plan revisions and adjustments to inflation estimates may result in changes to these estimates.

Year	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>
<i>Estimated</i>	5.00%	4.75%	4.75%	4.75%	3.50%
<i>Actual/proposed</i>	4.75%	4.25%	4.00%	3.00%	3.00%
Year	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
<i>Estimated</i>	4.25%	4.25%	4.25%	4.25%	4.25%

**Supporting Information**

- Rate Comparison Chart
- Ten-year Rate History
- Housing and Dining Proposed Operations for 2012-13 and 2013-14
- Housing and Dining Proposed Rates (copy of document shared with student groups)

**Source of Funding**

Housing and Dining System

**Action/Decision Needed from the Board**

Approval of the proposed room and board rates for 2013-2014.

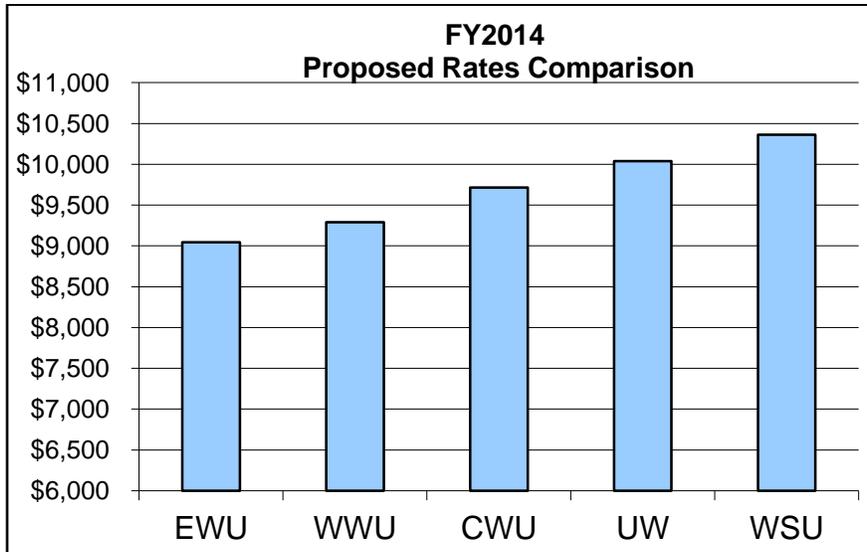
**Proposed Motion**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2013-2014 proposed rates call for a 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

## Rate Comparison Chart

### USING AVERAGE RATE ACROSS NEW AND OLD BUILDGS

WASHINGTON PUBLIC UNIVERSITIES RESIDENCE HALL ROOM & BOARD PLAN COSTS FY2014 (Revised 3/4/13) Averaged Double Room Costs with Best-as-Possible Meal Plan Comparison:					
	EWU	WWU	CWU	UW	WSU
	Gold	125 Block	"Large"	"Level 4"	Level 2
Type of Meal Plan	Meals & Points	Meals & Points	Declining Balance	Declining Balance	Declining Balance
Elements of the Meal Plan	Equivalent to 2 to 3 meals per day	Approx. 12+ meals/w k + \$480 Points	Equivalent to Approx. 14 meals/w k	Equivalent of 13-15 meals/w k	Equivalent to Approx. 14 meals/w k
Average cost of Double Room across Bldg Types	\$9,015	\$9,290	\$9,716	\$10,040	\$10,361
Additional Charges not part of the base	\$30	\$0	\$0	\$0	\$0
<b>Total Cost of a Double Room and Meals:</b>	<b>\$9,045</b>	<b>\$9,290</b>	<b>\$9,716</b>	<b>\$10,040</b>	<b>\$10,361</b>
Rate of Increase Over 2012-13	Proposed 7.0%	Proposed 3.0%	Estimated 4.5%	Proposed 3.9%	Approved 4.3%



**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM  
TEN YEAR HISTORY OF RESIDENCE HALL RATES**

ACADEMIC YEAR	ACADEMIC YEAR RATE with 125 BLOCK PLAN*	% OF CHANGE
2003-04	\$5,945	
2004-05	\$6,242	<b>5.00%</b>
2005-06	\$6,523	<b>4.50%</b>
2006-07	\$6,784	<b>4.00%</b>
2007-08	\$7,089	<b>4.50%</b>
2008-09	\$7,412	<b>4.50%</b>
2009-10	\$8,076 *	<b>4.75%</b>
2010-11	\$8,419	<b>4.25%</b>
2011-12	\$8,755	<b>4.00%</b>
2012-13	\$9,019	<b>3.00%</b>
2013-14	\$9,290	<b>3.00%</b>
10-Year Average Percentage Change		<b>4.15%</b>

\* The meal plan used for comparison changed in 2009-10 from the Gold /100 to the 125 Meal Plan

**SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2013-2014**

Room & Board Plans: Academic Year (@ 3% increase)	2012-13 Actual	at 3% incr. 2013-14 Proposed	2013-14 Cost per Month
Double Room with Unlimited meal plan	\$9,373	\$9,654	\$1,073
Double Room with 125-Block meal plan	\$9,019	\$9,290	\$1,032
Double Room with 100-Block meal plan	\$8,671	\$8,931	\$992
Double Room with 75-Block meal plan	\$8,317	\$8,567	\$952
Triple Room with 125-Block meal plan	\$7,849	\$8,084	\$898
Single Room with 125-Block meal plan	\$9,982	\$10,281	\$1,142
<b>Birnam Wood Apartment Rents: Academic Year (3% increase)</b>			
Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants)	\$330	\$340	\$340

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM  
PROPOSED OPERATIONS FOR BUDGET YEARS ENDING JUNE 30, 2013 & 2014**

	<b>PROPOSED BUDGET 2012-13 As Presented to BOT</b>	<b>DRAFT BUDGET 2013-14 As of 3/4/13</b>	<b>PERCENT CHANGE</b>	<b>DIFFERENCE BUDGET \$</b>
<b>REVENUES</b>				
Room and Board Payments	\$31,995,000	\$32,973,000	3.06%	\$978,000
Room and Board Fees and Penalties	142,500	160,500	12.63%	18,000
Investment Income	50,000	32,000	-36.00%	(18,000)
Bond Interest Subsidy	318,574	304,574	-4.39%	(14,000)
Housing Rentals	103,897	100,850	-2.93%	(3,047)
Conferences	573,069	573,069	0.00%	0
Commissions	1,762,300	1,832,300	3.97%	70,000
Viking Union Programs & Services	149,750	148,700	-0.70%	(1,050)
S & A Fee Distribution (Viking Union)	1,253,000	1,253,000	0.00%	0
Building Fee (Viking Union)	1,606,579	1,606,579	0.00%	0
Other	93,150	103,150	10.74%	10,000
<b>Total Revenues</b>	<b>\$38,047,819</b>	<b>\$39,087,722</b>	<b>2.73%</b>	<b>\$1,039,903</b>
<b>OPERATING EXPENDITURES</b>				
Salaries & Benefits	\$6,189,816	\$6,337,090	2.38%	\$147,274
Food Service (net of capital contribution)	10,898,605	11,381,927	4.43%	\$483,322
Communications	358,830	367,230	2.34%	\$8,400
Electricity	758,948	776,935	2.37%	\$17,987
Heat	1,373,721	1,308,966	-4.71%	(\$64,755)
Water/Sewer	396,227	436,227	10.10%	\$40,000
Refuse Disposal/Recycling	266,651	266,651	0.00%	\$0
Television Cable	111,725	111,725	0.00%	\$0
Maintenance & Repairs	2,001,745	2,058,865	2.85%	\$57,120
Operating Supplies	234,235	245,975	5.01%	\$11,740
Equipment	451,411	469,811	4.08%	\$18,400
Insurance	451,852	451,852	0.00%	\$0
Rentals and Operating Leases	8,925	9,475	6.16%	\$550
Re-charged Services & ASA	1,407,968	1,425,915	1.27%	\$17,947
Assigned Enrollment & Student Services Costs	78,000	78,000	0.00%	\$0
Other Expenditures	734,329	810,639	10.39%	\$76,310
<b>Total Operating Expenditures</b>	<b>\$25,722,988</b>	<b>\$26,537,283</b>	<b>3.17%</b>	<b>\$814,295</b>
<b>NON-OPERATING EXPENDITURES/TRANSFERS</b>				
Bond Debt Service	\$5,461,713	\$5,459,189	-0.05%	(\$2,524)
R&R/ Minor Cap./Public Works Projects	3,553,583	3,579,850	0.74%	26,267
Other Transfers	0	0	0.00%	0
Transfer for capital plan support	3,309,535	3,511,400	6.10%	201,865
<b>Total Non-Operating Expenditures</b>	<b>\$12,324,831</b>	<b>\$12,550,439</b>	<b>1.83%</b>	<b>\$225,608</b>
<b>Total Expenditures</b>	<b>\$38,047,819</b>	<b>\$39,087,722</b>	<b>2.73%</b>	<b>\$1,039,903</b>
<b>EXCESS (DEFICIT) OF REV OVER EXP</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0.00%</b>	<b>\$ 0</b>

SEE FOOTNOTES FOR EXPLANATIONS

## FOOTNOTES TO THE ATTACHED 2013-14 HOUSING & DINING SYSTEM PROPOSED BUDGET

- (1) The 2012-13 Budget, as presented to the WWU Board of Trustees April 2012, is shown to compare with the 2013-14 proposed budget. After Fall opening, adjustments were made based on an analysis of opening residence hall and apartment occupancy. Those October 2012 revisions are not shown here.
- (2) FY2014 Investment income reduced to reflect estimated actual investment pool returns.
- (3) Bond Interest Subsidy reduced per announced estimate of federal sequester impact.
- (4) Change in Other Revenue due to recording of annual dining capital contribution, which is also shown as an offset in Food Service Expense.
- (5) FY2014 incorporates potential additional Classified staff pay step. Other changes include filling of vacant project manager position, two position reclassifications, RA room & board adjustment, and additional temporary custodians.
- (6) The Food Service line incorporates expenses for residential dining, catering, conference dining and departmental food costs. The increase shown is due to the board plan price increase and some enhancements to the board dining program.
- (7) Line item total includes institutional services recharge (ASA) and the expense for University Police Greencoats (Safety Assistants). The WWU overhead assessment rate used for FY2014 is 5% vs. 4.5% for FY2013.
- (8) Increase in "Other Expenses" due primarily to inter-departmental support (e.g. to provide services for international students living on campus), re-calculation of hall activity expenditures to estimated actuals, and slight increases to printing, training, & travel.
- (9) The "Transfer for Capital Plan Support" is an allocation representing Operating, Non-Operating and Building Fee funds to be placed into the System's Renewal & Replacement Reserve Fund for planned Capital Plan projects for University Residences and the Viking Union.

**Presented to the Residential Advisory Committee, Residence Hall Association &  
Associated Students Board of Directors  
March 6, 2013**

Introduction

The attached budget and rates and supporting documentation represent the recommendations for fiscal year 2013-14. The challenging fiscal climate facing the state and WWU continues to introduce complexities and uncertainties into this year's process. The department's leadership has strived to account for the potential impact on the system, and the proposed rate increase has been thoughtfully considered relative to the total cost for students to attend Western. Each operating line item in the budget has been reviewed to ensure that revenue opportunities are examined and costs are managed carefully. This budget and rate proposal responsibly responds to inflationary pressures and maintains the core functions of Western's quality residential program. As with every year, a major influence for planning came from the University's Strategic Plan and standards and expectations outlined in the Guiding Principles for the Housing & Dining System. This recommended budget meets those standards and ensures that management attends to the necessary reserve fund balances, planned major maintenance, debt-service coverage, and capital planning. The figures and explanatory text reflect student input from surveys and committees as well as the most recent projections for revenue and expenditures.

The Capital Plan

The Enrollment and Student Services Housing & Dining Capital Plan addresses the long term financial strength of the system and ensures that the system's facilities meet Western's enrollment plan, meet or exceed the Board of Trustees' fiscal principles, invests in infrastructure to ensure longevity, health and safety, and responds to changing student needs and expectations. Projects planned for fiscal year 2014 include the completion of the Mathes fire sprinkler project, the commencement of the Nash and Alpha fire sprinkler projects, the first phase of Carver Gym retail dining platform, and enhancement of the Fairhaven Commons servery area. Capital projects planned over the following 10 years include continued fire sprinkler additions, room and bathroom renovations, upgrades to radiant heat systems, and seismic upgrades.

Why is a Housing Rate Increase Needed?

The proposed rates represent the system's continued efforts to provide a quality program at an affordable cost. The attached documents review the impacts of the additional costs to the system, and the results of the responses to those impacts. As with previous years, the increase addresses external rate pressures such as inflationary and recharge rate increases, and transfers to the system's capital plan to continue the system's ongoing significant investment in renovations. In the midst of this pressure we expect residential programs and services to continue to be delivered at a high quality level. Enhancements for 2014 include adding another late night dining option, expansion of organic food options, and increased internet bandwidth. The system's staff continue to look for efficient operating methods and ways to bring services to students. State funds are not used to support the Housing & Dining System.

Proposed Rate Increase:

- The proposed Residence Hall and Birnam Wood rate increase is 3%.

- The budget and rate materials presented below show that the system can support its 2013-14 programs with a rate increase of 3% based on our current understanding of expected inflationary pressures.
- The 3% increase is less than the long-range financing plan presented to the Board of Trustees which projects annual increases for the system in the 4-5% range over a 10-year period. The projects in the long-range financing plan are not affected by this slight reduction.

#### Impact of the Rate Increases

- Residence Halls: At a 3% increase, a double room w/125 Meal Plan increases \$30/month or \$271 for the school year.
- Birnam Wood, with four residents per unit: At a 3% increase, the rent increases \$9.90/month or \$89 for the school year.

### **Background Information and Revenue & Expenditure Details**

Comments and figures pertaining to FY2014 are as compared to the FY2013 proposed budget and rates presented at the April 2012 Board of Trustees meeting.

#### **Revenue Highlights and Assumptions**

- Overall, the budgeted Operating Revenue increase is \$1,040,000 or 2.7% over FY2013's proposed budget.
- Occupancy calculations include the assumption of the same freshman and transfer admits to WWU, housing opening counts at 4,053 – the same as Fall 2012, a slightly increased attrition rate as a planning hedge, and plans for fewer RA hosting arrangements.
- Investment income is reduced \$18,000 or 36% to reflect expected actual returns.
- No change in conference revenues based on conferences booked and estimated to date.
- Increased commissions based on retail sales growth and consistent with commission guarantees per the food services management agreement.
- There is no increase proposed to the Viking Union building fee for 2013-14, and the S&A Fee revenue is shown at no increase based on early estimates of enrollment patterns.

#### **Operating Expenditures Highlights and Assumptions**

- Budgeted Operating Expenditures are projected to increase by \$814,000 or 3.2%.
- Wages and benefits increase \$147,000 or 2.4%. Primary drivers for the increase are contingency for possible Classified staff step increase, increase to the state minimum wage, room and board increase for resident advisors, two position reclassifications, filling of vacant project manager position, and additional temporary custodians.

- Dining services rates are under negotiation. The increase shown includes an estimated residential dining rate increase, and the implementation of an additional late-night dining option.
- Utilities: Taken together, the various utilities expenditures decrease approximately \$7,000 or -0.23% influenced again by a continued favorable natural gas market.
- Maintenance and repairs increase \$57,000 or almost 3% to reflect anticipated labor and supply increases and increased maintenance contract costs.
- Institutional Services, which includes the University's Administrative Services Assessment (ASA) and University Police (Greencoat security staff) increases \$18,000 or 1.3%. The ASA recharge rate used here is 5% of adjusted revenue compared to 4.5% for FY2013.

### **Non-Operating Expenditures Highlights and Assumptions**

- Allocations for major repairs and planned renovations increase \$26,000 or 0.75%. This investment in the existing facilities keeps the system ahead of targeted levels per the fiscal principles established by the Board of Trustees.
- Transfer to the system's capital plan increases \$202,000 or 6.1%. Upcoming projects include two fire sprinkler additions, improvements to the Fairhaven Dining Commons, and the addition of a retail dining platform at Carver Gym.
- Overall, budgeted non-operating expenditures and transfers increase \$226,000 or 1.8%.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** Bruce Shepard, President

**DATE:** June 14, 2013

**SUBJECT:** **Public Comment Period**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Substitute House Bill 2313, effective June 7, 2012, restates that governing boards of all institutions of higher education follow procedures for open public meetings in the Open Public Meetings Act. It also requires that Governing boards provide time for public comment at regular meetings.

Persons wishing to comment will sign in between 7:30 – 8:00 a.m. the day of the Board of Trustees meeting. The signup sheet will be given to the Board Chair at 8:00 a.m.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 14, 2013  
**SUBJECT:** Recognitions and Introductions  
**PURPOSE:** Information Item

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President Bruce Shepard, Provost Catherine Riordan and Senior Vice President Eileen Coughlin will introduce the following people as newly promoted or hired at Western.

- a) Clara Capron, Assistant Vice President, Enrollment & Student Services
- b) Mark Greenberg, Dean of Libraries

President Bruce Shepard, Provost Catherine Riordan and Senior Vice President Eileen Coughlin will recognize the following people for their outstanding achievements and service to the University.

- c) Fulbright Scholars & their Advisors
- d) Catherine Riordan, Provost & Vice President for Academic Affairs
- e) Roger Gilman, Dean, Fairhaven College
- f) Wendy Bohlke, Senior Counsel, Assistant Attorney General
- g) Lynda Goodrich, Athletic Director
- h) Liz Sipes, Secretary to the Board of Trustees

## **Clara Capron, Assistant Vice President, Enrollment & Student Services**

Clara has been with Western nearly 22 years, having arrived in 1991. In 1997, she was named the Director of Financial Aid following a nation-wide search. In April of 2012, she was named as Executive Director of Admissions and Financial Aid, overseeing two departments with operating budgets totaling \$4.2 million and comprising nearly 120 staff and student employees.

In recognition of the critical importance of the admissions and financial aid functions to the well-being of Western and every one of its students, Clara was named assistant vice president for Enrollment and Student Services on November 16 of 2012.

Clara has a degree in marketing and management from the University of Oregon and received her master's degree in Student Affairs Administration from Western in 1995.

## **Mark Greenberg, Dean of Libraries**

Dr. Mark Greenberg has been hired as Dean of Libraries at Western Washington University, and started on June 1st. Dr. Greenberg bring 13 years of leadership experience with him from the University of South Florida where he was Associate Librarian and member of the Dean's senior management team with responsibility for the Special and Digital Collections, Florida Studies Center, Oral History Program and the Holocaust and Genocide Studies Center.

The Dean of Libraries is responsible for the overall leadership, management and direction of Western Libraries and their programs.

Dr. Greenberg holds a doctorate in American History from the University of Florida, a master's of Library Science from the University of South Florida and a master's of Public History from the University of Western Ontario. He was also a resident historian for the Institute of Southern Jewish Life, in Jackson, Miss., adjunct professor of U.S. Immigrant/Ethnic History at Millsaps College and assistant editor of "Florida Historical Quarterly" at the University of Florida.

## **Fulbright Scholars & their Advisors**

### **Rebecca Donaldson, English Teaching Assistantship (ETA), Brazil. Double major in Linguistics and Spanish with an additional concentration in Portuguese.**

In addition to her teaching duties, Rebecca will be studying the favelas (ghettoes) of Rocinha (a neighborhood of Rio de Janeiro); specifically, she will be interviewing former students of 2Brothers, an organization that teaches English and other subjects to children and adults. Rebecca hopes to understand the overall impact of the educational effort on the Rocinha community and to determine if these students have been able to leverage their language skills into a higher standard of living.

### **Valeria Fisher, ETA, Germany. Double major in German and Sociology**

In addition to her duties as an English teacher, Valeria will try to “facilitate dialogue between students, and to deepen their understanding of America and the English language.” As well, she wants to develop a paper she co-wrote with Dr. Seth Feinberg which studied the media’s impact on reckless driving (i.e., examining German advertising and driving habits). In any spare time Valeria would like to establish a model United Nations program at her school as well as volunteer at any student exchange programs in the town/city where she will teach.

### **Elani Koogle, ETA, Germany. Honors Program and German major**

While helping high school students improve their English speaking skills, Elani will be translating sections of Ivan Doig’s *The Whistling Season* into German. Her goal is to involve native German speakers in the translation process, thus making what usually is a solitary venture into a community project.

### **Andrew Lapidus, ETA, Austria. Major in German and minors in Spanish and Bilingual Education**

Andrew will be living in the small alpine town of Spittal an der Drau, where he will be teaching in two public schools and continuing his research into theory of second language acquisition. He writes, “I’m sure this will present me with not only a new set of challenges, but also the unique opportunity to be a participating member of a tight-knit community. Surely with my trusty pair of cowboy boots I can quickly establish myself as the exotic American.” Andrew expresses his thanks to “the incomparable faculty of Western’s German program” and his mother, “who gives more than anyone.”

### **Ariel Morgan, ETA, Mexico. Fairhaven College. Double major in American Cultural Studies and Bilingual Education with a Spanish minor.**

Ariel writes, “As a recipient of the Fulbright-Garcia Robles grant, I look forward to growing as a student, teacher, and as a cultural ambassador. As a teaching assistant, I will be able to put the training I received from Western’s TESOL program to use on a day to day basis. Additionally, I will be able to pursue my interest in identity and migration studies through oral interviews with members of the community in which I am placed. I believe that transnational communities, such as those that exist between the US and Mexico, offer a window into a future where culture is as fluid as the economic model it supports.”

**Olivia Mothershead, ETA, Austria. Double major in English Literature and German, with a Minor in TESOL.**

Hailing from Kalispell, Montana, by way of Kent, Washington, Olivia will be working as a teaching assistant in Gmunden, Austria, and getting about as an informal ambassador. She writes, "I'm looking forward to improving my German, playing in the snow of the Alps, maybe while singing and dressed like Maria von Trapp."

**Matthew Osborne, ETA, Austria. Self-Designed major in Political Science and Music with a post-B.A. concentration in German and TESOL.**

Matthew will be teaching at two institutions, one a business-oriented high school, and the other, a college preparatory school, both of which are located in Hallein, about 20 km south of Salzburg. Previously Matthew spent a year abroad studying at the University of Gottingen (central Germany). In addition to helping students hone their English skills he will be teaching them about American culture.

**Hanna Jo Wolf, Research, Romania. Theater major, with concentrations in Directing and Acting.**

Hanna will be spending her year in Bucharest, Romania, researching Romanian theatre (e.g., Eugene Ionesco of Rhinoceros fame as well as the suppression of Romanian playwrights under the former Communist regime). In addition, she will be directing plays and collaborating with emerging Romanian playwrights in translation projects and in the development of new material. One long term goal is to bring new Romanian drama to production in New York City (possibly Bellingham).

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013 – 05**

**RECOGNIZING THE SERVICE OF**

***PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS CATHERINE RIORDAN***

**WHEREAS**, in 2009, **CATHERINE RIORDAN** was appointed by President Bruce Shepard as the Provost and Vice President for Academic Affairs at Western Washington University; and

**WHEREAS**, **CATHERINE RIORDAN** brought to her appointment as Provost and Vice President for Academic Affairs experience as Vice Provost, Assistant Vice President for Curriculum and Assessment, and member of the Psychology department at Central Michigan University; and

**WHEREAS**, **CATHERINE RIORDAN** brought to her appointment as Provost and Vice President for Academic Affairs experience as Director of Management Systems, Assistant to the Chancellor for Affirmative Action, Kellogg Fellow for the Missouri Youth Initiative at the University of Missouri-Rolla; and

**WHEREAS**, **CATHERINE RIORDAN** has served as a consultant for numerous commissions, advisory groups, committees within the government, private companies, published widely, and received numerous awards for distinguished teaching, advising, research, and service.; and

**WHEREAS**, **CATHERINE RIORDAN** received her undergraduate degree from Eastern Michigan University; and her doctorate from the State University of New York at Albany; and

**WHEREAS**, under **CATHERINE RIORDAN**'s exceptional leadership and strong commitment to student success and faculty development, Academic Affairs has unwaveringly focused on class access, transparency of processes and decision-making, decentralization of financial resources, team building within a strong dean model, and strategic planning; and

**WHEREAS**, under **CATHERINE RIORDAN**'s guidance, Academic Affairs increased capacity and infrastructure for internationalizing the curriculum and student body, led efforts to expand access to Western's programs with institutions in the community and technical college system, and encouraged responsiveness to campus initiatives and task forces, and strongly supported diversity and equity in the workplace and in the classroom; and

**WHEREAS**, **CATHERINE RIORDAN** is a highly effective leader noted for her vision, energy, commitment, candor and ever-present good humor, and has served with commitment and distinction as Provost and Vice President for Academic Affairs and as a trusted member of the Western Washington University leadership team; and

**WHEREAS**, **CATHERINE RIORDAN** will be resigning from her position as Provost and Vice President for Academic Affairs at Western to pursue new adventures in the next stage of her life;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Western Washington University offers thanks and commendation to **CATHERINE RIORDAN** on her many achievements and exemplary service as Provost and Vice President for Academic Affairs.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013 – 02**

**RECOGNIZING THE SERVICE OF**

***DEAN ROGER W. GILLMAN***

**WHEREAS**, in 2006, **ROGER GILMAN** was appointed by President Karen W. Morse as Dean of Fairhaven College of Interdisciplinary Studies at Western Washington University; and

**WHEREAS**, **ROGER GILMAN** also served as Interim Director of the Center for International Studies from September 2010 through December 2011; and

**WHEREAS**, **ROGER GILMAN** brought to his appointment as Dean of Fairhaven College of Interdisciplinary Studies, thirty years of experience at Northeastern Illinois University, which includes experience as a faculty member, as well as experience as Chair of the Department of Philosophy, and Associate Dean of the College of Arts and Sciences; and

**WHEREAS**, **ROGER GILMAN** received his undergraduate degree with honors from Western Washington University's Fairhaven College in 1972; and his graduate degree and doctorate from the University of Chicago; and

**WHEREAS**, under **ROGER GILMAN'S** leadership, Fairhaven College of Interdisciplinary Studies has successfully addressed a number of significant goals, including the college's very successful 40<sup>th</sup> anniversary celebration in 2010 which was of significant value to the college and university; and

**WHEREAS**, as Acting Director of the Center for International Studies, **ROGER GILMAN** encouraged the inclusion of international study and global perspectives as part of the university's mission statement and strategic goals; and

**WHEREAS**, **ROGER GILMAN** has been a tireless and effective advocate for interdisciplinary and global studies and for innovative pedagogies whose contributions to the Center for International Studies and to advancing global education within Fairhaven have been significant; and

**WHEREAS**, **ROGER GILMAN** has served with commitment and distinction as Dean of Fairhaven College of Interdisciplinary Studies and as a trusted member of the Academic Affairs leadership team; and

**WHEREAS**, **ROGER GILMAN** will complete his appointment as Dean of Fairhaven College of Interdisciplinary Studies on June 30, 2013;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Western Washington University offers thanks and commendation to **ROGER GILMAN** for his many achievements and for his service as Dean of Fairhaven College of Interdisciplinary Studies.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013-03**

**RECOGNIZING THE SERVICE OF**

***SENIOR COUNSEL WENDY K. BOHLKE***

**WHEREAS, WENDY K. BOHLKE**, Senior Counsel and Assistant Attorney General for the Washington State Office of Attorney General, served as legal counsel for Western Washington University from July 1983 through June 2013; and

**WHEREAS, WENDY K. BOHLKE** served under five Washington state attorney generals: Slade Gorton; Kenneth Eikenberry; Christine Gregoire; Rob McKenna; and Bob Ferguson; and

**WHEREAS, WENDY K. BOHLKE** provided legal counsel to the Attorney General's Office Education Division, providing tireless service to the following institutions of higher education: Western Washington University; Skagit Valley College; and Whatcom Community College; and

**WHEREAS, WENDY K. BOHLKE** has served four Western Washington University presidents: G. Robert Ross; Kenneth P. Mortimer; Karen W. Morse; and Bruce Shepard; two interim presidents, Albert Froderberg and Roland DeLorme; nine provosts; and a multitude of administrators, faculty, and staff; and

**WHEREAS, WENDY K. BOHLKE** served with distinction as legal counsel for Western Washington University for thirty years, with unflagging good humor, compassion and concern for the best interests of all in the Western community; and

**WHEREAS, WENDY K. BOHLKE** has served Western Washington University's Board of Trustees attending approximately 211 board meetings, with the goal of minimizing risk, ensuring timely legal compliance of state and federal laws, and doing so in an ethical, cordial, efficient, and reliable manner; and,

**WHEREAS**, the Board of Trustees gratefully acknowledges Senior Counsel Bohlke's dedicated and thoughtful oversight of numerous activities and decisions affecting the University;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Trustees of Western Washington University that **WENDY K. BOHLKE** be and is hereby honored for outstanding service to the University;

**AND NOW, THEREFORE BE IT FURTHER RESOLVED**, that **WENDY K. BOHLKE** 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 June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013 – 06**

**RECOGNIZING THE SERVICE OF**

***ATHLETIC DIRECTOR LYNDA GOODRICH***

**WHEREAS**, in 1987, **LYNDA GOODRICH** was appointed by President G. Robert Ross as the Director of Athletics at Western Washington University; and

**WHEREAS**, **LYNDA GOODRICH** brought to her appointment as Director of Athletics prior experience as Associate Athletics Director for two years and Director of Women's Sports for seven years, and 19 seasons as women's head basketball coach, all at Western; and

**WHEREAS**, **LYNDA GOODRICH** received both her bachelor's and master's degrees from Western; and

**WHEREAS**, **LYNDA GOODRICH** has provided exceptional leadership and the WWU Athletics Department has enjoyed unmatched success in school history for 26 years, now being recognized regionally and nationally both athletically and academically as one of the elite NCAA Division II programs; and

**WHEREAS**, **LYNDA GOODRICH** has been a highly effective leader noted for her vision, straight forwardness, energy and commitment and has served with commitment and distinction as Director of Athletics; and

**WHEREAS**, **LYNDA GOODRICH** has directed Western to nine team national championships, the only ones in school history, and guided the program in stepping up from the NAIA to NCAA Division II; and

**WHEREAS**, **LYNDA GOODRICH** led Western to nine Great Northwest Athletic Conference All-Sports Championships, including each of the last five years, and

**WHEREAS**, **LYNDA GOODRICH** took Western to its most successful campaign in school history in 2012-13, winning the most league titles (8) and garnering the most points (206) in GNAC history, along with the men's and women's basketball and men's golf teams all advancing to the national semifinals, the women's rowing team placing third, the women's soccer team reaching the Far West Regional final and the volleyball squad getting to the regional semifinals; and

**WHEREAS**, **LYNDA GOODRICH**, won 411 games in 19 seasons as women's basketball coach, never having a losing season, reaching the post-season 18 times, winning 20 games 13 times; and

**WHEREAS**, **LYNDA GOODRICH**, was twice a finalist for National Division II Coach of the Year honors in 1981 and 1982, directed the Vikings to two quarterfinal finishes at the NAIA National Tournament and three regional titles and subsequent trips to the AIAW National Tournament; and

**WHEREAS**, **LYNDA GOODRICH**, directed a program which had student-athletes graduate at rates well above the national average for NCAA Division II; and

**WHEREAS**, **LYNDA GOODRICH**, has garnered numerous sports administration honors, received the Distinguished Alumnus Award from Western's Alumni Association in 1988, and has been inducted into five Hall of Fames, including the NAIA, WWU Athletics, Northwest Women's Sports, Snohomish Country Athletics and Lake Stevens High School Athletics; and

**WHEREAS**, **LYNDA GOODRICH** will be retiring from Western to pursue new adventures in the next stage of her life;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Western Washington University offers thanks and commendation to **LYNDA GOODRICH** on her many achievements and exemplary service as Director of Athletics.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013 – 04**

**RECOGNIZING THE SERVICE OF**

***SECRETARY TO THE BOARD OF TRUSTEES ELIZABETH SIPES***

**WHEREAS, ELIZABETH SIPES**, of Bellingham, Washington, was hired in 1984 as a manuscript typist in Western Washington University's Bureau for Faculty Research, now the Office of Research and Sponsored Programs; and

**WHEREAS, ELIZABETH SIPES** served from 1985 – 1999 as Administrative Assistant to the Western Washington University Director of Libraries, working with three different Libraries Directors; and

**WHEREAS, ELIZABETH SIPES** has served in several administrative roles in the President's Office from 1999 to the present, most recently as Secretary to the Western Washington University Board of Trustees; and

**WHEREAS, ELIZABETH SIPES** was instrumental in organizing searches for numerous senior leadership positions at Western Washington University, including those for the President, Provost and Vice President for Business and Financial Affairs; and

**WHEREAS, ELIZABETH SIPES** brought to her appointment as Secretary to the Board of Trustees a spirit of conscientious service, hard work and confidentiality, and a can-do attitude appreciated by all Board Chairs with whom she has worked; and

**WHEREAS, ELIZABETH SIPES** has been a highly valued colleague in the President's Office and throughout the institution, known for her teamwork, dedication, candor, and ever-present good humor, serving with distinction as Secretary to the Board of Trustees for fourteen years; and

**WHEREAS, ELIZABETH SIPES** will be retiring from Western to pursue new adventures in the next stage of her life;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees of Western Washington University extends its gratitude and commendation to **ELIZABETH SIPES** for her exemplary service and dedication to the University.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** Peggy Zoro, Chair, Board of Trustees  
**DATE:** June 14, 2013  
**SUBJECT:** **Board Chair Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Board Chair Peggy Zoro will report to members of the Board and President Shepard and his staff on topics related to the Board of Trustees.

- Resolution No.2013-01 Recognizing the Service of Board Member Joseph Meyer
- Report on AGB National Conference on Trusteeship, April 19 – 23, 2013

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION NO. 2013 – 01**

**RECOGNIZING THE SERVICE OF**

***TRUSTEE JOSEPH MEYER***

**WHEREAS, JOSEPH MEYER** of Seattle, Washington, has served as a member of the Western Washington University Board of Trustees from August 6, 2012 – June 30, 2013; and

**WHEREAS, JOSEPH MEYER** has the distinction of being the fifteenth student appointed by the Governor to the Board of Trustees of Western Washington University; and

**WHEREAS, JOSEPH MEYER** brought to his appointment as a trustee dedication to the campus community through his service as the Associated Students Legislative Liaison, as Chairperson of the AS Election Board, and as an administrative aid for Western Advocates and Western Votes; and

**WHEREAS, JOSEPH MEYER**, as a designer and leader of an Eagle Scout project; brought to his appointment as a trustee dedication to his community through his leadership experience as an intern with the Washington Clean Technology Board, as a U.S. Senate Page in Washington D.C., and as a Constituent Services Intern for Senator Maria Cantwell; and

**WHEREAS, JOSEPH MEYER** has contributed his time and commitment to the University at considerable personal sacrifice while pursuing a B.A. in Economics/Environmental Studies with a minor in Business Administration and Energy Policy; and

**WHEREAS, JOSEPH MEYER** contributed to the increased stature and the future potential of Western Washington University through his participation in numerous activities and decisions affecting the University;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Trustees of Western Washington University that **JOSEPH MEYER** be and 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 June 14, 2013.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** Bruce Shepard, President

**DATE:** June 14, 2013

**SUBJECT:** **President's Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

President Shepard will present brief reflections on issues of interest to the Board.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard on behalf of the Associated Students

**DATE:** June 14, 2013

**SUBJECT:** **Associated Students**

**PURPOSE:** Associated Students Report

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**Purpose of Submittal**

AS President Ethan Glemaker will introduce the 2013-2014 Associated Students Board of Directors and will brief the Board of Trustees on recent activities of the Associated Students.

**Supporting Information**

See attached.

# 2013-2014 Associated Students Board of Directors



**Carly C Roberts, President** x3265 [AS.President@wwu.edu](mailto:AS.President@wwu.edu)  
 Political Science/Economics (Senior) hometown-Olympia, WA  
 12-13 AS VP for Activities and 2 years working in AS Productions  
 . Student efficacy, helping students to understand that they can make a difference.  
 . Reform programming and marketing.  
 . Make Lobby Day more accessible to students at-large.  
 . Supporting the committee and club systems.



**Josie Ellison, VP Academics** x2941 [ASVP.Academics@wwu.edu](mailto:ASVP.Academics@wwu.edu)  
 English and Political Science (Sophomore) hometown-Mead, WA  
 2009-12 YMCA Advisory Board, 2009-10 Youth Leadership Spokane, 2013 Elect Her  
 . Increase access to academic advising.  
 . Help students navigate General University Requirements.  
 . Increase opportunities for students involvement.



**Jarred Tyson, VP Activities** x3463 [VP.Activities@wwu.edu](mailto:VP.Activities@wwu.edu)  
 Management Major, Communications minor (Senior) hometown-Oak Harbor, WA  
 12-13 AS Club Coordinator  
 . Encouraging more on campus events and activities from AS Clubs.  
 . Helping to make clubs more aware of resources available to them.  
 . Encouraging events and activities that foster a community on campus.



**Hung Le, VP BusOps** x2941 [ASVP.BusOps@wwu.edu](mailto:ASVP.BusOps@wwu.edu)  
 Accounting & Economics (Senior) hometown-Kent, WA  
 12-13 AS VP for Business & Operations  
 . Continue to implement changes to better the budgeting process.  
 . Increase efficiency by standardizing bureaucratic processes.  
 . Continue to improve the quality of experience and services the AS provides.



**Mayra Guizar, VP Diversity** x3463 [ASVP.Diversity@wwu.edu](mailto:ASVP.Diversity@wwu.edu)  
 Marketing (Junior) hometown-Sunnyside, WA  
 12-13 AS Board Assistant for Club Committees (works with AS VP for Diversity)  
 . Increase and diversify participation in Viking Lobby Day and legislative activities.  
 . Create a safe and inclusive environment for students of color and all identities.  
 . Work with Admissions to recruit and retain students.



**Kaylee Galloway, VP Govt Affairs** x3736 [ASVP.Gov@wwu.edu](mailto:ASVP.Gov@wwu.edu)  
 Politics, Philosophy and Economics (Senior) hometown-Snoqualmie, WA  
 12-13 AS Board Assistant for Representation Committees (works with AS VP for Gov.)  
 . Represent all students by remaining inclusive of diverse ideas, interests and ideologies.  
 . Fight for: education, lower tuition, increased funding, and more financial aid.  
 . Collaborate with more students while developing the AS Legislative Agenda and have triple digit attendance at Viking Lobby Day.



**Robby Eckroth, VP Student Life** x3736 [ASVP.Life@wwu.edu](mailto:ASVP.Life@wwu.edu)  
 Urban Planning & Sustainable Development (Junior) hometown-Port Orchard, WA  
 12-13 AS Alternative Transportation Coordinator, 11-12 Environmental Center Intern  
 . Engage students in campus sustainability.  
 . Improve and expand Western's transportation services.  
 . Reach out to underrepresented students to guarantee everyone has a voice at Western.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard behalf of the Faculty Senate  
**DATE:** June 14, 2013  
**SUBJECT:** **Faculty Senate**  
**PURPOSE:** Information Item

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Karen Stout, Faculty Senate President, will brief the Board on recent activities of the Faculty Senate.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 14, 2013  
**SUBJECT:** **Consent Items**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

Approval of the university recommendations provided on the consent item agenda.

**Proposed Motion:**

*Moved,* that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Approval of Spring Quarter Degrees
- Construction Contract for Multipurpose Playfield, PW 660

**Supporting Information:**

Materials supporting the consent item agenda are attached.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Provost Catherine Riordan  
**DATE:** June 14, 2013  
**SUBJECT:** **Approval of Degrees**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

Board of Trustees responsibility to approve awarding of degrees

**Proposed Motion:**

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 Spring Quarter 2013, effective June 15, 2013.

**Supporting Information:**

Lists on file with the Registrar and Graduate Dean.

<b><i>Students</i></b>	<b><i>June 2013</i></b>	<b><i>Comparison: June 2012</i></b>
<i>Undergraduates</i>	1826	1757
<i>Masters</i>	143	195

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Vice President Richard Van Den Hul

**DATE:** June 14, 2013

**SUBJECT:** **Construction Contract for Multipurpose Field, PW 660**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

Award a construction contract for the Multipurpose Field, PW 660. Contract award following Board action. Construction to start June 24, 2013.

**Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Interwest Construction, Inc., Burlington, WA, for the amount of \$4,193,302.28 (base bid plus alternates 1 thru 5), for the construction of the Multipurpose Field, PW 660.

**Supporting Information:**

Work of this project includes the re-grading of two existing natural turf fields into a single multi-purpose synthetic turf playing surface. Other improvements include site utilities, retaining walls, spectator seating, fencing, field lighting, site lighting, and a restroom building. Total cost for the project has increased from \$4,800,000 to \$6,300,000 since the December 2012 project presentation to the Board. Much of the increase is due to poor soils that were discovered, requiring additional soil export and infill, and retaining walls. See sources of funding for partnership share of the project total.

This project was advertised for competitive bidding on May 6 and 7, 2013, with the bid opening at 3 p.m. on May 23, 2013. Six bids were received by the University (see attached bid summary). Zervas Group Architects, Bellingham, WA, prepared the project plans and specifications.

Project award of the contract is also contingent on the approval of the contractor's Responsibility Criteria submittal.

**Sources of Funding:**

WWU Auxiliary Funding – Student Recreation Center	\$3,350,000 (53%)
WWU Institutional Funding	\$1,750,000 (28%)
WWU Foundation Funding*	\$1,200,000 (19%)

*\*Includes \$1,000,000 gift from the Robert S. Harrington Foundation*

**WESTERN WASHINGTON UNIVERSITY  
PUBLIC WORKS BID OPENING  
PW-660 MULTI-PURPOSE FIELD  
MAY 23, 2013 3:00PM**

Bidder	Colacurcio Brothers	A-1 Landscaping and Construction Inc.	Faber Construction Corp	Tiger Construction LTD	Strider Construction Co, Inc.	Interwest Construction, Inc.
Total Base Bid (Including Trench Excavation or Allowances, If Any)	\$3,534,000.00	\$4,594,400.00	\$3,711,400.00	\$3,710,000.00	\$3,533,000.00	\$3,358,531.00
Trench Excavation Safety Provisions	\$500.00	\$12,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$10,500.00

Alternates - Add (Deduct)

Alt 1 Restroom Building and Paving	\$500,000.00	\$420,000.00	\$367,400.00	\$390,000.00	\$275,000.00	\$535,271.28
Alt 2 Grandstand Bleachers	\$170,000.00	\$175,000.00	\$153,700.00	\$158,572.00	\$275,000.00	\$170,000.00
Alt 3 Team Canopy and Benches	\$31,000.00	\$110,000.00	\$80,700.00	\$36,000.00	\$40,000.00	\$27,000.00
Alt 4 Site Fence	\$110,000.00	\$120,000.00	\$105,000.00	\$108,020.00	\$115,000.00	\$120,000.00
Alt 5 South College Drive Closure	-\$3,000.00	-\$12,000.00	-\$2,000.00	-\$25,000.00	-\$5,000.00	-\$17,500.00
<b>Total Based + All Alternates</b>	<b>\$4,342,000.00</b>	<b>\$5,407,400.00</b>	<b>\$4,416,200.00</b>	<b>\$4,377,592.00</b>	<b>\$4,233,000.00</b>	<b>\$4,193,302.28</b>

Subcontractors

HVAC Amount	Diamond B Contractors \$16,610.00	Diamond B Contractors \$8,946.00	Diamond B Contractors \$30,000.00	Diamond B Contractors \$66,610.00	Mt Baker Mechanical \$8,000.00	Diamond B Contractors \$8,946.00
PLUMBING Amount	Diamond B Contractors \$50,000.00	Diamond B Contractors \$57,664.00	Diamond B Contractors \$30,000.00	Included in above	Mt Baker Mechanical \$65,861.00	Diamond B Contractors \$57,664.00
ELECTRICAL Amount	VECA \$548,000.00	High Mountain Electric \$492,000.00	VECA \$500,000.00	High Mountain Electric \$549,000.00	Service Electric, Inc \$555,000.00	High Mountain Electric \$526,000.00
TURF BASE (Drainage, Base Rock, and Top Rock) Amount	OHNO Construction \$396,000.00	A-1 Lands. & Const \$1,400,000.00	Faber Construction Corp \$100,000.00	OHNO Construction \$396,000.00	OHNO Construction \$396,000.00	Premier Field Development \$489,185.00

MWBE Participation:

Total MBE Participation	0	0	0	0	0	0
Total WBE Participation	0	0	0	0	0	\$8350.00 .001%

Reader: Barbara Lewis Scriber: Chris DeBondt Project Manager: David Willett  
Contract Administration, 333 32nd Street, Suite 140, PO Box 29390, Bellingham, WA 98228-1390  
Phone: (360) 650-3036 Fax: (360)-650-6532

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Vice President Richard Van Den Hul

**DATE:** June 14, 2013

**SUBJECT:** AMENDED: 2013-2014 PRELIMINARY OPERATING BUDGET

**PURPOSE:** Action item

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**Purpose of Submittal:**

Per its rules of operation, the Board retains responsibility for setting tuition rates and approving the annual operating budget, which normally occur at the June Board meeting. As of this writing, the Governor, House and Senate have set forth their recommended operating budgets, however have not reached consensus regarding a final operating budget appropriations bill.

Due to this delay, the Board is asked to approve a preliminary fiscal year 2014 operating budget equal to the fiscal year 2013 operating budget to allow for the continuation of operations. Once a budget has been approved by the Legislature, the University will continue to use, as best we can, our transparent bottom-up budget process to finalize recommendations for tuition increases and the FY2013-2014 budget. If the Legislature approves a budget before the end of the current Special Session, we will have recommendations ready for the Board to approve in a special public July meeting. The adjusted timeline is attached.

**Proposed Motion:**

*MOVED*, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a preliminary FY2013-2014 Annual State Operating Budget of \$140,113,687 consisting of a State Appropriation, WWU net tuition operating fee revenue, administrative services assessment, and one-time funds. At a special public Board of Trustees meeting, to be scheduled as soon as possible after the Legislature has passed a budget, the President will present the recommended operating budget for FY2013-2014 and tuition recommendations for the 2013-15 biennium.

**WESTERN WASHINGTON UNIVERSITY**  
**2013-15 Biennial Operating Budget Request / 2013-14 & 2014-15 Annual Operating Budgets**  
**FY 2012-13 TIMELINE**

June 12, 2013 Update

			Planning Activities	
			1	2
Date	Olympia	WWU	2013-15 Biennial Request	2013-14 & 2014-15 Annual Operating Budget Process for Submission to BOT <u>Dates are tentative &amp; subject to change based on legislative process</u>
<b>Jul</b>	Jul 11 - 30-day Legislative Special Session (2) Ends	July 1 - Begin FY 2013-14 (year one of 2013-15 biennium)	Predicated on a Final Legislative Budget passed by June 28	<p>Jul 3 - President, VPs and Deans meet to finalize planning unit recommendations</p> <p>Jul 5 - 2013-14 &amp; 2014-15 Planning Unit Leader recommendation posted to the web for comments until Jul 14</p> <p>Jul 9 - President's Cabinet meeting for review and comment</p> <p>Jul 14 - Final day of comment period</p> <p>Jul 17 - President's 2013-15 recommendation mailed to BOT and posted to tBO's website</p> <p>Jul 19 - BOT Special Meeting (subject to signing of state budget into law) to discuss the following:</p> <ol style="list-style-type: none"> <li>1) 2013-14 Annual Operating Budget presented to BOT for approval;</li> <li>2) 2013-15 tuition levels presented to BOT for approval; and</li> <li>3) 2013-15 Annual Operating Budget presented to BOT for review only.</li> </ol>

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Vice President Richard Van Den Hul

**DATE:** June 14, 2013

**SUBJECT:** **2013-2015 PRELIMINARY CAPITAL BUDGET**

**PURPOSE:** Action item

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**Purpose of Submittal:**

Delegation of authority for limited implementation of the 2013-2015 Capital Budget.

**Executive Summary:**

As of this writing, the Governor, House and Senate have set forth their recommended Capital budgets (attached). Consensus has yet to be achieved.

None fund the Carver Academic Renovation in 2013-2015. However, all three scenarios do propose funding for the three intermediate projects requested by Western, at slightly different levels. The scenarios also provide for funding for at least \$7,500,000 worth of Preservation Minor Works projects. We also have pending a request for a reappropriation of \$7,557,000 to complete FY 2011-2013 projects. Those projects include Carver Design, Fraser Hall Construction, Classroom and Lab Upgrades, and continuing minor works.

Normally, once the Capital Budget is passed by the legislature and signed by the Governor, it is brought to the June Board meeting for permission to implement. It is not clear that the Legislature will have a final capital budget by the end of the current special session. If it does, we will bring it for approval at the Board meeting. If not, we will ask you to approve the motion below.

**Proposed Motion:**

MOVED, upon recommendation of the President, that the Board of Trustees hereby delegates its authority to the President to make such expenditures out of the reappropriated capital funding as necessary to fund those contractual obligations as may become due and owing after July 1, 2013, as allowed by the Office of Financial Management; and, delegates permission to expend new Capital appropriations, once passed by the legislature and signed by the Governor. Once a final capital budget is approved, the President is to bring the budget back to the Board of Trustees for final approval.

# WESTERN WASHINGTON UNIVERSITY

## 2013-15 CAPITAL REQUEST

<b>PROJECT LISTING</b> <small>with Funding Source</small>		WWU Request - Sept. 2012		*Gov. Gregoire Budget - Dec. 2012		Senate Budget - Apr. 9, 2013		House Budget - Apr. 10, 2013		Conference -	
		Bonds	Local	Bonds	Local	Bonds	Local	Bonds	Local	Bonds	Local
1	MINOR WORKS - Preservation	13,479,000			7,500,000		7,500,000		7,500,000		
2	MINOR WORKS - Program		9,900,000								
3	CARVER ACADEMIC RENOVATION	69,310,000									
4	GATEWAY COMPLEX (ACAD. SERV. & PERFORMING ARTS FACILITY)	7,235,000									-
5	INTERDISCIPLINARY SCIENCE FACILITY	500,000									
6	PERFORMING ARTS EXTERIOR RENEWAL	3,082,000		3,082,000		3,082,000		2,947,000			
7	NORTH CAMPUS UTILITY UPGRADE	3,764,000		3,764,000		3,434,000	120,000	3,582,000			
8	CLASSROOM & LAB UPGRADES PH. 2	2,450,000	2,450,000	3,984,000	916,000	3,774,000	916,000	3,860,000	886,000		
	Preventive Facility Maintenance & Repairs				3,629,000		3,629,000		3,614,000		
<b>TOTAL BY FUND SOURCE</b>		<b>99,820,000</b>	<b>12,350,000</b>	<b>10,830,000</b>	<b>12,045,000</b>	<b>10,290,000</b>	<b>12,165,000</b>	<b>10,389,000</b>	<b>12,000,000</b>	<b>-</b>	<b>-</b>
<b>BIENNIUM TOTAL - ALL FUNDS</b>		<b>112,170,000</b>		<b>22,875,000</b>		<b>22,455,000</b>		<b>22,389,000</b>		<b>0</b>	

NOTE: For the House Capital Budget Proposal

An additional \$21,000, not on this chart, was appropriated out of local funds to OFM for Higher Ed facilities assessments

Color Key:  
 ~ Predesign  
 ~ Design  
 ~ Construction  
 ~ Intermediate project

\* Governor Inslee made no changes to Governor Gregoire's budget

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard on behalf of Vice President Eileen Coughlin as recommended by the Associated Students and the S&A Fee Committees

**DATE:** June 14, 2013

**SUBJECT:** **Approval of 2013-2014 Student Fees**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

Upon the recommendation of the university president and the various constituent review committees, to approve mandatory student fee levels for 2013-14, distributions of the Services & Activities (general S&A) Fee for academic year 2013-14 and summer 2013, and to receive executive summary program reports.

**Motion:**

Moved that the Board of Trustees of Western Washington University approve, contingent upon passing of the 2013-15 legislative budget, the 2013-14 mandatory student fee levels and distribution for the S&A Fee as proposed in the attached documents for the following fees:

- Services & Activities Fee (general S&A) (*\$6/quarter or 3.47% increase; or an increase up to the percentage that tuition increases, as limited by RCW*)
- Health Services Fee (*\$2/quarter or 2.86% maximum increase*)
- Technology Fee (*\$10/quarter or 40% increase*)
- Non-Academic Building Fee (*No increase*)
- Green Energy Fee (*No increase*)
- Student Recreation Fee (S&A) (*No increase*)
- Student Transportation Fee (*\$1.25/quarter or 5% increase*)

**Supporting Information:**

- Attachment A: Summary of current and proposed mandatory student fee levels
- Attachment B: S&A Fee proposed distributions and increase
- Attachment C: Health Services Fee proposed maximum increase
- Attachment D: Technology Fee proposed increase
- Attachment E: Non-Academic Building Fee program report
- Attachment F: Green Energy Fee program report
- Attachment G: Transportation Fee proposed increase

# 2013-2014 Mandatory Student Fees

## Executive Summary

- This proposal is to increase four of the seven mandatory student fees for 2013-14 (Services & Activities, Health Services, Technology and Transportation Fees.)
- This proposal constitutes a net average increase of 4.44% for all existing mandatory student fees, an increase of \$57.75 from \$1,302.00 to \$1,359.75 per academic year.

### Fee Increases Proposed

- Services & Activities Fee: Increase 3.47% (from \$173 to \$179 per quarter) to fund increasing operational costs due to inflation in categories such as travel.
- Health Services Fee: Maximum increase of 2.86% (from \$70 to \$72 per quarter) as needed to meet operating budget expenses.
- Technology Fee: Increase 40% (from \$25 to \$35 per quarter) to fund:
  - Computer lab renewal and replacement
  - The Student Technology Center
  - Wireless network renewal and replacement
  - The STF Proposal Fund
  - The Microsoft Student Advantage
  - Virtual labs and U-drive upgrades
  - Student print quota
- Transportation Fee: Increase 5% (from \$25 to \$26.25 per quarter) to fund increased payments to WTA, a shared cost of the Western Card Office, and an increase in fuel costs.

### No Fee Increase Proposed

- Non-Academic Building Fee
- Green Energy Fee
- Student Recreation Fee (S&A)

*See Attachment A for a chart summarizing all of the mandatory fees.*

**Attachment A  
2013-14 Mandatory Student Fees**

**Summary of Current and Proposed Mandatory Student Fee Levels**

It is proposed to increase four of the seven mandatory student fees for 2013-14. This proposal constitutes a net average increase of 4.44% for all existing mandatory student fees.

**2013-2014 Mandatory Student Fees - Proposed Increases Effective Fall Quarter\***

\*Subject to Board of Trustees Approval on June 14, 2013

Fee	Notes	Current Status	Quarterly Fee				Academic Year Fee			
			Current	Proposed	\$\$	%	Current	Proposed	\$\$	%
			2012-13	2013-14	Change	Change	2012-13	2013-14	Change	Change
<b>Services &amp; Activities (S&amp;A) Fee</b>	(1) (2)	<b>Proposed increase of \$6 per quarter (3.47%).</b> The S&A Fee Committee is recommending distribution by percentages for each constituent. Fee is prorated per credit with 10+ credits paying the full fee. Note: The % increase in this fee is limited by the % increase in undergraduate tuition which is unknown at this time. So, this proposal is subject to that restriction.	\$173.00	\$179.00	\$6.00	3.47%	\$519.00	\$537.00	\$18.00	3.47%
<b>Health Services Fee</b>	(4)	<b>Proposed increase of a maximum \$2 per quarter (2.86%).</b> The fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$70.00	\$72.00	\$2.00	2.86%	\$210.00	\$216.00	\$6.00	2.86%
<b>Technology Fee</b>		<b>The Associated Students Board has proposed an increase of \$10 per quarter (40%).</b> In Spring 2013, students voted 78% in favor of a 5 year renewal of this fee at the \$35 level. The full fee is charged to students taking 6+ credits. Those taking 1-5 credits would be charged \$17.50 (previously \$12.50.)	\$25.00	\$35.00	\$10.00	40.00%	\$75.00	\$105.00	\$30.00	40.00%
<b>Non-Academic Building Fee</b>		<b>No change proposed.</b> Fee is charged to students taking 6+ credits.	\$39.00	\$39.00	\$0.00	0.00%	\$117.00	\$117.00	\$0.00	0.00%
<b>Green Energy Fee</b>	(3)	<b>No change proposed.</b> Spring 2010 student initiative passed with 80.6% approval (23.7% voter turnout), authorizing fee to be between \$4 and \$9/qr. for purchase of renewable energy certificates (RECs) and sustainable energy projects. Fee is charged as 70 cents per credit with a max of \$7 for 10 credits or more.	\$7.00	\$7.00	\$0.00	0.00%	\$21.00	\$21.00	\$0.00	0.00%
<b>Student Recreation Fee (S&amp;A)</b>	(1)	<b>No change proposed.</b> Recent bond refunding resulted in annual savings in addition to funds to support the multi-purpose field. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$95.00	\$95.00	\$0.00	0.00%	\$285.00	\$285.00	\$0.00	0.00%
<b>Student Transportation Fee</b>		<b>The Associated Students Board has proposed an increase of \$1.25 (5%).</b> In Spring 2013, students voted 84% in favor. The fee is charged to students taking 6+ credits. Summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided; the summer rate would increase from \$20 to \$21 and covers just the bus pass.	\$25.00	\$26.25	\$1.25	5.00%	\$75.00	\$78.75	\$3.75	5.00%
<b>Total Mandatory Fees</b>			<b>\$434.00</b>	<b>\$453.25</b>	<b>\$19.25</b>	<b>4.44%</b>	<b>\$1,302.00</b>	<b>\$1,359.75</b>	<b>\$57.75</b>	<b>4.44%</b>

**Notes:**

(1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction.

(2) Bond Covenants pledge a minimum of \$32/full-time student per qtr and \$6.40/part-time student per quarter to the Housing & Dining System.

(3) Net fee revenues (from over-enrollment and/or lower-than-expected energy costs) are held in reserve. The reserve is being allocated systematically for sustainable energy projects.

(4) The Health Services Fee is proposed to increase by a maximum of \$2 per quarter (2.86%) as needed to meet operating budget expenses.

## **Attachment B 2013-14 Mandatory Student Fees**

### **Services & Activities Fee**

#### **Proposed Distributions and 3.47% Increase in Fee**

**Proposed Fee and Distribution: The Services and Activities (S&A) Fee Committee recommends a 3.47% increase to the Services & Activities Fee for the 2013-2014 academic year, maintaining the Summer 2014 rate at 65.15% of the academic year rate; and recommends approval of the distribution of fees for the 2013-2014 academic year and Summer 2013 as outlined.**

The committee proposes a 3.47% increase to the S & A Fee for the 2013-2014 year (from \$519 to \$537 per academic year, or \$173 to \$179 per quarter).

The following constituents receive funds from the Services & Activities Fee:

- Housing & Dining (per bond covenants)
- Associated Students (AS)
- Athletics
- Campus Recreation
- Department Related Activities (DRAC)

#### **Background**

The Services and Activities (S&A) Fee Committee operates under the authority of RCW 28B.15.045 and makes recommendations on the distribution of S & A Fees for the following constituent groups: Housing & Dining, Associated Students, Athletics, Campus Recreation and Department-related Activities (DRAC). In concert with the RCW, the committee is comprised of 12 members, seven voting and five non-voting. The voting members include one faculty member and six students representing Associated Students, Athletics, Campus Recreation and DRAC. The non-voting members include staff advisors from Associated Students, Athletics, Campus Recreation and DRAC, and a designee of the Vice President for Enrollment and Student Services who serves as Chair.

The S&A Fee Committee follows an established annual process to prepare its recommendations on the level and distribution of S&A Fees. This process includes the review of budget requests for each constituent group and an open hearing process to provide the opportunity for input from members of the campus community.

Maximum allowed increases for academic year S&A Fees are limited by RCW to percentages established for tuition increases.

**Proposed Fee Distribution**

- 3.5% to Student Financial Aid Fund as required by law.
- Music Copyright Fee to be allocated in the amount of \$14,890
- Housing & Dining to receive minimums as required by bond covenants for debt service. This amounts to \$32 per quarter per full-time student and \$6.40 per quarter per part-time student.
- Recommendation is based on projected revenue. Revenue in excess of projection to be allocated to constituents on a percentage basis.

Academic Year Allocations	2012-13 Actual	2013-14 Proposed	Variance
Fee Revenue	6,254,768	6,436,229	181,461
-Less 3.5% for Financial Aid Fund	218,917	247,493	28,576
<b>Net Available for Distribution</b>	<b>6,035,851</b>	<b>6,188,736</b>	<b>152,885</b>
Less: Housing & Dining (per bond covenants)	1,222,240	1,222,240	
Less: Music Copyright	14,890	14,890	
<b>Net for Further Distribution</b>	<b>4,798,721</b>	<b>4,951,606</b>	<b>152,885</b>
Associated Students	2,187,257	2,286,355	99,098
Athletics	1,466,490	1,505,149	38,659
Campus Recreation	346,947	350,668	3,721
DRAC	798,027	809,434	11,407
<b>Subtotal Distributions</b>	<b>4,798,721</b>	<b>4,951,606</b>	<b>152,885</b>
<b>Total Distributed</b>	<b>\$4,798,721</b>	<b>\$4,951,606</b>	<b>152,885</b>

## **S&A Summer 2014**

### Proposed Fee Level

As approved by the Board of Trustees in June 2002, the summer rate is set at 65.15% of the academic year rate. With an increase to the rate for the 2013-2014 academic year S&A Fee, the rate for Summer 2014 would increase from \$11.34 to \$11.66 per credit.

## **S&A Summer 2013**

### Proposed Fee Distribution

The Board approved the Summer 2013 rate of \$11.34 per credit in June 2012. It is proposed that Summer 2013 S&A Fee revenue be split on the following percentage basis after Housing & Dining receives \$32.00 per full-time student and \$6.40 per part-time student and after \$17,000 is put into a summer reserve fund due to a one-time decreased request from Department Related Activities.

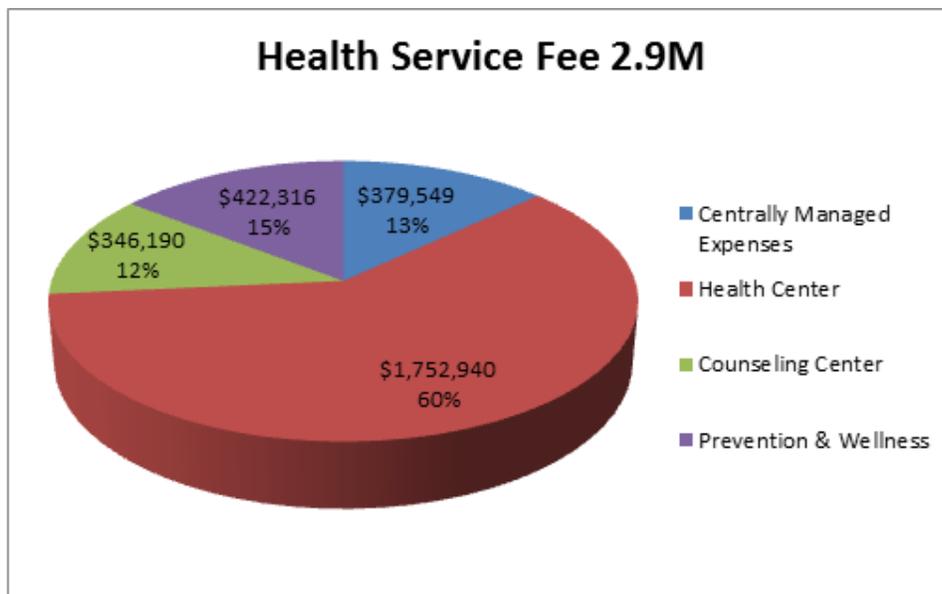
<u>Constituency</u>	<u>Summer 2012 Actual Distribution</u>	<u>Summer 2013 Proposed Distribution</u>
Housing & Dining (bond covenant) Reserve	\$ 56,742	\$ 56,742 \$ 17,000
Associated Students	\$ 137,938 (62.6%)	\$ 160,000 (77.8%)
Campus Recreation	24,350 (11.0%)	24,350 (11.8%)
Department Related Activities	<u>58,272</u> (26.4%)	<u>21,380</u> (10.4%)
	\$ 220,560	\$ 205,730
TOTAL	\$277,302	\$279,472

## Attachment C 2013-14 Mandatory Student Fees

### Health Services Fee Proposed Maximum 2.86% Increase in Fee

**Proposed Fee & Effective Dates:** The Associated Students Board recommends a maximum increase in the Student Health Services Fee of \$2 per quarter for students taking 6 credits or above effective Fall Quarter 2013.

- The Health Services Fee is proposed to increase a maximum of \$2 per quarter (2.86%) as needed to meet operating budget expenses. The fee is currently \$70 per quarter, and was last increased in 2006.
- Fee revenues are projected to total \$2.9 million in the current year (2012-13.)
- This fee supports the Student Health Center, Prevention & Wellness Services and approximately 40% of Counseling Center services. Over 75% of Health Services Fee revenue is committed to personnel.



#### **Fee Comparisons**

In comparison with the other public institutions in the state, Western's Health Services Fee of \$72 per quarter or \$216 per academic year would remain at the low end of the range. Fee proposals for the other institutions are not known at this time, but the rates for 2012-13 were:

2012-13 Fees per Academic Year:

- Western Washington University: \$210
  - Washington State University: \$278
  - Central Washington University: 237
  - Eastern Washington University: \$241.29 (outsourced)
  - The Evergreen State College: \$210
- Note: The University of Washington has no separate health fee

## Attachment D 2013-2014 Mandatory Student Fees

### Student Technology Fee Proposed 40% Increase in Fee

**Proposed Fee & Effective Dates:** The Associated Students Board recommends an increase in the Student Technology Fee to \$35 per quarter for students taking 6 credits or above and establishment of a \$17.50 amount for students taking 1-5 credits, effective Fall Quarter 2013 for a period of five years (through Summer Quarter 2018).

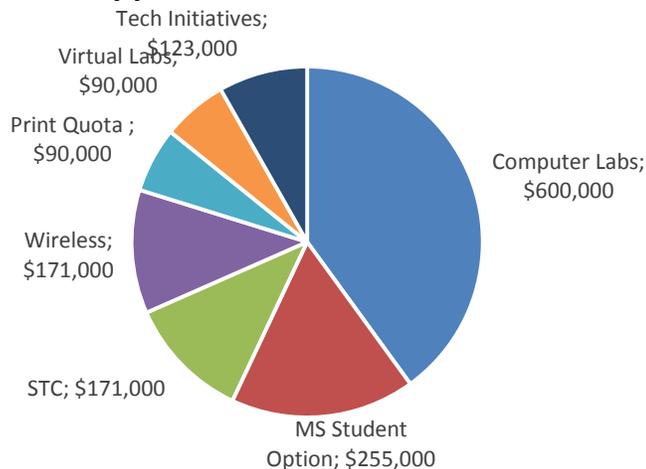
The Student Technology Fee exists as an effective means of meeting the direct needs of students in accessing technology on campus at a time when state-allocated equipment funds are inadequate to support the ongoing technological needs of students. Students supported the fee during the spring 2013 student elections with 78% of students voting in the affirmative for the fee. Students continue to recommend that efforts to procure state-allocated funding support continue and remain a priority.

During fall quarter 2012, the Associated Students Board appointed a committee to consider the amount and uses of a Student Technology Fee (STF) to be voted upon by the student body in spring of 2013. The task force made a recommendation that the fee be increased to \$35 per quarter with the funding dedicated to the following purposes:

- \$14 to computer lab renewal and replacement
- \$4 to the Student Technology Center
- \$4 to wireless network renewal and replacement
- \$3 to the STF Proposal Fund
- \$6 for the Microsoft Student Advantage
- \$2 for the virtual labs and U-drive upgrades
- \$2 for a print quota with 50 prints per quarter

This allotment will result in the following approximate fund amounts based on past enrollments:

#### Approximate Fund Amounts



## **Technology Fee Project Proposal Funding Allocations**

The Student Technology Fee Proposal Fund has the following mission:

- Broaden or enhance the quality of the student's academic experience through the use of technology in support of the curriculum;
- Provide additional student access to technological resources and equipment that are needed in support of instruction and to maintain and enhance the technological competency of students as it related to their academic endeavors;
- Increase the integration of technology into the curriculum.

For the Proposal Fund, students, faculty and staff are solicited for proposals that meet the mission of the STF. The Associated Students appoint a Student Technology Fee Committee to review the proposals. The STF Committee is comprised of four students, two faculty, and the Vice Provost for Information and Telecommunication Services. The committee reviews each proposal, receives input from the Deans with their proposal ranking within their college, receives advice from the Faculty Senate's Academic Technology Committee and solicits comments from the campus population. The STF Committee then makes fee allocation recommendations to the President and AS President who approve or modify their recommendations.

## **Fee Comparisons**

In comparison with the other public institutions in the state, Western's proposed Technology Fee of \$35 per quarter (\$17.50 per quarter for 1-5 credits) remains at the low end of the range.

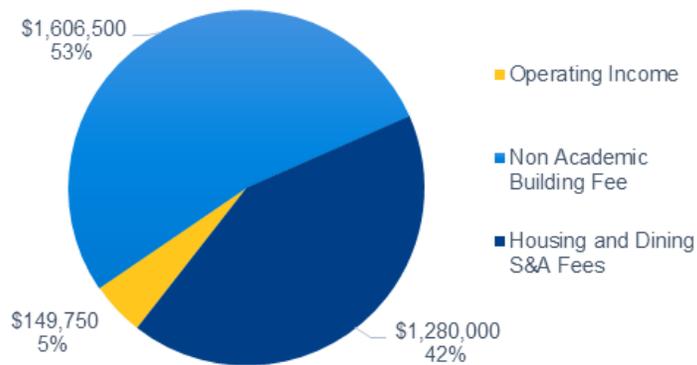
- University of Washington: \$41 per quarter
- Washington State University: No mandatory fee, but educators and administrators may request the establishment of special course fees to pay for operating costs associated with computer laboratories
- Central Washington University: \$30 per quarter
- Eastern Washington University: \$35 per quarter
- The Evergreen State College: There is no college wide fee but course technology fees can range from \$5.00 to \$100.00 depending upon the course.

## Attachment E 2013-14 Mandatory Student Fees

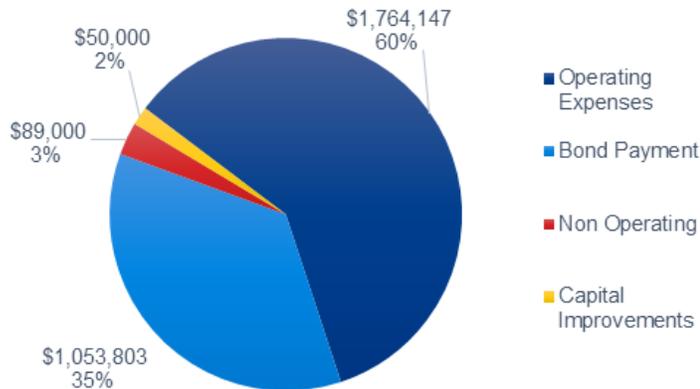
### Non-Academic Building Fee 2012-13 Program Report and 2013-14 Projections

- The Non-Academic Building Fee is proposed to remain at \$39 per quarter.
- The fee is one of three revenue sources that support Viking Union Facilities. Other revenue sources include Housing and Dining's portion of the S&A fee and operating income from space rentals, event services fees, and Lakewood boat rentals and lessons.
- Revenues collected support the bond payment for the 2000 renovation of the Viking Union, capital and non-operating expenditures for the Viking Union and Lakewood, and operating expenditures for the Viking Union, Lakewood, and custodial/maintenance of the Child Development Center.

**FY14 Budgeted Revenue**



**FY14 Budgeted Expenditures**



## Attachment F 2013-14 Mandatory Student Fees

### GREEN ENERGY FEE 2012-13 Program Report on Renewable Energy Credit Purchases and Sustainability Projects

The Green Energy Fee (GEF) funds the purchase of Renewable Energy Credits to offset WWU carbon emissions in addition to on-campus sustainability pilot projects through the GEF Grant Program.

- Fee revenues are appropriate, at approximately \$300,000 in FY13. No additional increases are requested for this fee for 2013-14.
- The cost of renewable energy credits was \$1.60 per credit for the first half of FY13, and dropped to \$0.95 for the last six months of the year. Western purchases 40,000 megawatt credits annually (10,000 per quarter).

In the spring of 2013, the Green Energy Fee Grant Program awarded the following four *large* projects, all which will be under design and construction starting in the summer of 2013.

- **Sustainable and Energy-Efficient Dorm (SEED) Pilot:** An energy efficient and sustainable dorm room pilot. Funding approved for \$9,546.
- **Environmental Outreach Hydration Station (EOHS):** A sustainability information kiosk in the library with a water bottle refill station. Funding approved: \$ 23,457.
- **Driving Down Energy Consumption with Dashboards - Information is POWER!:** Electronic dashboards to make the electricity and utility use of campus more accessible to the campus community. Funding approved: \$ 184,735.
- **Western SOLutions:** A proposal to use solar thermal collectors to heat the pool at the Wade King Recreation Center. This project will decrease Western's CO2 emissions and will serve as a learning model and awareness tool for solar thermal energy. Funding pending final approval \$ 219,552.

In the spring of 2013, the Green Energy Fee Grant Program piloted a small grant program enabling applicants to request between \$500 and \$2,000. This small grant program allowed for a greater level of participation from the student body and in the long term will increase awareness about the Green Energy Fee Grant Program. In the spring of 2013, the Green Energy Fee Grant program awarded the following five small projects:

- **Green Lighting the Black Box:** Testing energy efficient LED lighting in the "Black Box" theater. Funding approved: \$ 2,000.
- **Green Residence Certification Pilot:** Piloting a sustainability certification program for on-campus residences. Funding approved: \$1,975.44
- **Outback and Arboretum Environmental Restoration:** Purchase of native plants and garden tools to conduct restoration in Outback and Sehome Arboretum. Funding approved: \$ 1,935.
- **The Built to Last Picture Show:** A sustainability film series at the library. Funding approved: \$ 500.
- **Project MUG:** A reusable travel mug pilot program. Funding approved: \$ 1,926.

The GEF Grant Program has participation from students, staff, and faculty from across the university. 2013 applications came from students, faculty and staff from the following

departments, colleges, and clubs: the Psychology Department, The Design Department, Huxley College of the Environment, Facilities Management, Computer Science, the Theater Department, Western Libraries, Dining Services, the Western Foundation, the Outback, the LEAD Club, Students for Sustainable Water, and Students for Renewable Energy.

The small grant pilot program was a success in the spring of 2013. Because of this, plans for the 2013-2014 academic year include offering one large grant proposal opportunity and four small grant proposal opportunities to the campus community. The GEF Grant Program remains a highly collaborative effort, projects chosen by the student/staff/faculty GEF Committee, financially managed by the Associated Students, informed by Facilities Management, Facilities Development and Capital Budget, and other departmental stakeholders, and is programmatically managed by the Office of Sustainability.

## Attachment G 2013-14 Mandatory Student Fees

### Student Alternative Transportation Fee Proposed 5% Increase

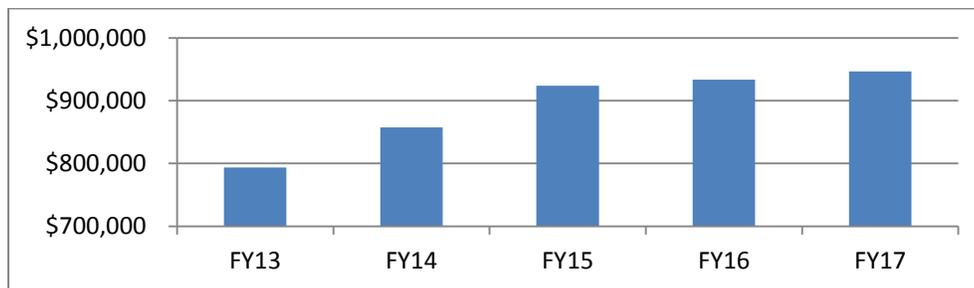
**Proposed Fee & Effective Dates:** The Associated Students Board recommends an increase in the Student Transportation Fee to \$26.25 per quarter for students taking 6 credits or above effective Fall Quarter 2013, and an increase to \$21 for Summer quarter.

The Student Alternative Transportation Fee was implemented in fall 2007 for a five-year term. In April 2012, 84% of the student body voters voted to renew the mandatory fee for an additional five year term. In accordance with the fee initiative, the fee may be increased up to 5% per year with approval by the Associated Students Board of Directors (ASBD).

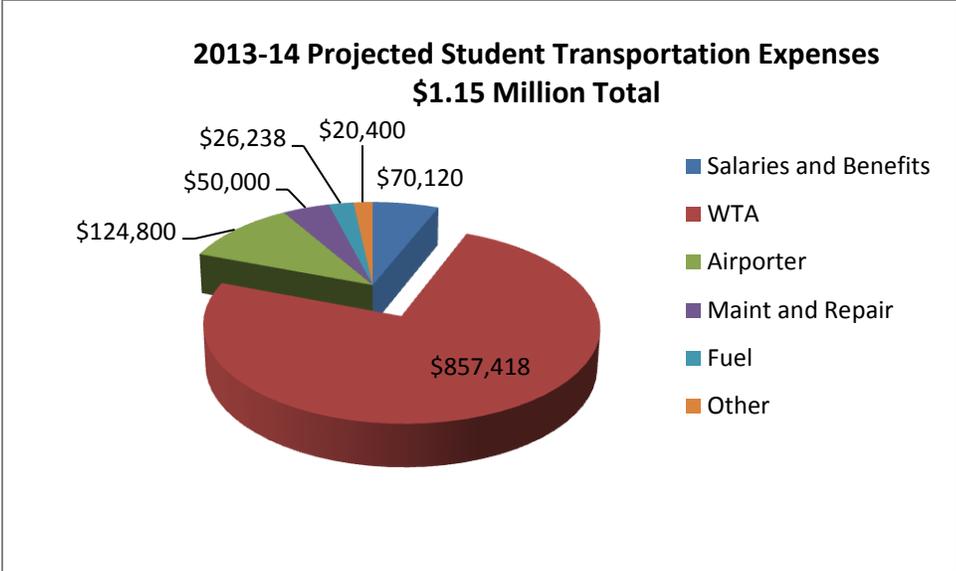
In March 2013, the Student Transportation Fee Advisory Committee conducted a financial review of projected revenue and expenses for FY14 through FY17 which resulted in the Committee's recommendation of a 5% increase (\$25.00 to \$26.25 per academic quarter and from \$20 to \$21 for summer quarter). The increase was approved by the ASBD and is the first increase since the fee was implemented in fall 2007.

The following issues supported the decision to increase the fee:

- Payments to WTA will increase over the next five years per the contract negotiated in September 2012, and incorporate an estimated annual enrollment increase of 1.39%. If enrollment remains flat, as is now expected, payments may be negotiated accordingly.



- In May 2013, Student Transportation signed a memo of agreement to pay 25% of operating costs of the Western Card Office with Housing and Dining, Student Recreation Center, and Academic Affairs supporting the remainder. The expected expense to Student Transportation is \$10,000 per year.
- Fuel costs are expected to rise.



Below are the projected Operating Fund balances for FY14 through FY17 which include carry-forward balances from prior years. Even with the 5% fee increase, the FY14 operating budget is projected to dip into the carry forward balance by \$30,000 (compared to \$78,000 with no fee increase). This annual shortage is planned to continue until a target Operating Fund balance of approximately \$300,000 is reached (equivalent to three months of expenses.) Since this will most likely occur in FY17, it is expected that another fee increase vote will take place in FY16.

Projected Operating Fund Balance				
	FY14	FY15	FY16	FY17
No Fee Increase	\$ 525,000	\$ 366,000	\$ 190,000	\$ 2,000
5% Fee Increase FY14	\$ 573,000	\$ 462,000	\$ 335,000	\$ 195,000

*Note: The program also maintains a Capital Reserve Fund for bus replacement expenses. The current balance is \$200,000 to which 1% of revenue is budgeted to be added annually.*

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard

**DATE:** June 14, 2013

**SUBJECT:** **AUTHORIZATION FOR SALE OR EXCHANGE OF HANNEGAN ROAD REAL PROPERTY**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

For some time the University has been planning for future expansion on the Waterfront. In 2009, the Western Crossing Development Corporation was established by WWU and the Port of Bellingham to facilitate the creation of University facilities at the Bellingham Waterfront District. To allow for future expansion, the University seeks to acquire real property at the Waterfront, and has been working with the Port of Bellingham to exchange its real property located at the corner of Hannegan Road and Bakerview Road for land identified for University use at the Waterfront. The Hannegan Road property, which now serves as a storage facility, is leased annually to the Nooksack Salmon Enhancement Association, and is approximately 24 acres in size.

WWU and the Port have developed a Memorandum of Understanding (MOU) which facilitates the transfer of the Hannegan Road real property to the Western Crossing Development Corporation. Upon Board of Trustees approval, and after 120 days to allow for lease termination, WWU will transfer the Hannegan Road real property to the Western Crossing Development Corporation. As soon as reasonably practicable, the real property shall be marketed for sale by the Western Crossing Development Corporation. Within 30 days after the approval and execution of the Master Plan documents by the Port of Bellingham and the City of Bellingham, the Port of Bellingham will transfer approximately 6.1 acres of real property within the institutional mixed-use area of the Waterfront District to the Western Crossing Development Corporation. The University will complete and approve a development plan no later than December 31, 2015.

This action seeks authorization from the Board of Trustees for the President to sell or exchange the WWU Hannegan Road real property to the Western Crossing Development Corporation in order to secure the Waterfront real property.

**Proposed Motion:**

**MOVED, on recommendation of the President, that the Board of Trustees authorizes the sale or exchange of WWU's real property on Hannegan Road, approximately 24 acres, for real property of approximately 6.1 acres at the Port of Bellingham Waterfront, through the Western Crossing Development Corporation, the governmental Washington non-profit corporation created to facilitate such development; and that the Board of Trustees hereby delegates to the President or his designee, to sign such papers and documents as may be necessary to effectuate such sale or exchange of real property.**

## Key Dates in the History of Western and the Bellingham Waterfront

- March 2004 - Then President Karen Morse distributed to the Board of Trustees a proposal for an off-campus site of Western at the Bellingham waterfront. The WWU Academic Waterfront Committee is established.
- May 2005 - Western hosts public forums to review and discuss pre-proposals for WWU programs at the Bellingham waterfront.
- January 2006 - Western confirmed the Bellingham waterfront as a location for possible expansion in its 2006 Strategic Action Plan.
- August 2008 - Western's Board of Trustees and the Port of Bellingham approved the development of an Interlocal Cooperation Agreement that allows for the creation of a "development entity."
- September 2009 - The Viking Development entity has its first meeting. The group votes that the organization will be officially formed as a Washington not-for-profit corporation and that the organization's name will be changed to Western Crossing Development.
- October 2009 - A smaller Western Waterfront Planning group was created out of the larger Academic Waterfront Committee in response to changing economic conditions.
- April 2010 – A white paper developed by the new WWU Waterfront Planning Group is presented to the Board of Trustees and discussed in an interactive session. The document is considered a continual work in progress and serves as the current planning document for Western waterfront development.
- June 2013 - The Board of Directors of Western Crossing vote 5-0 in support of a Memorandum of Understanding that provides a broad framework for agreement between Western and the Port of Bellingham that defines how land can be moved into Western Crossing, to enable development of the Western presence in the Waterfront District.

\* This document was presented at the Board meeting and has been added to the meeting packet after the presentation.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard

**DATE:** June 14, 2013

**SUBJECT:** **REVISED - Discussion about Board Committees and April 2014 Meeting Date and Possible Action**

**PURPOSE:** Action Item

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## **Purpose of Submittal:**

- Discussion on proposed amendments to the Board of Trustees Rules of Operation. Chair Peggy Zoro is authorized by the Board of Trustees' Rules of Operation 5.4 to "establish such standing or special committees as are deemed appropriate." The following committees have been established by Chair Zoro and it is recommended that the Rules of Operation be amended to include these statements, to follow the existing statement on the Audit Committee:

### 5.6 (b) Committee on Trustees.

The Committee on Trustees assists the Board in fulfilling its responsibility to periodically facilitate assessments of board effectiveness, to assist in orientation of new trustees, to support effective succession planning, and develop guidance on trustee engagement. In sum, this Committee is responsible for good governance, and shall review and recommend to the Board practices affecting the performance of the Board of Trustees and its members in service to Western Washington University and to the public trust.

### **Proposed Motion:**

*MOVED*, on recommendation from the Chair, that the Board of Trustees amend Section 5.6 of its Rules of Operation to provide for the newly created Committee on Trustees.

- The Current meeting dates for the Board of Trustees in 2013 and 2014 were approved at the April 2012 meeting. The dates chosen were April 10, 11, 2014. However, it has come to our attention that the AGB National Conference on Trusteeship is scheduled for April 13 – 15, 2014 in Orlando, Florida. The proposed new date is April 3, 4, 2014. There are no known conflicts with the newly proposed dates.

### **Proposed Motion:**

*MOVED*, on recommendation from the Chair, that the Board of Trustees change its currently scheduled meeting on April 10, 11, 2014 to the preceding Thursday and Friday of April 3, 4, 2014.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Provost Catherine Riordan  
**DATE:** June 14, 2013  
**SUBJECT:** **Approval of Other Academic Program Fees**  
**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Approval of Other Academic Program Fees for Extended Education Programs and Other Programs: Other Academic Program Fees include tuition fees for Summer Session as well as a variety of extended education and other academic programs. At its December 2012 meeting, the Board approved 2013 Summer Session Fees. Other Academic Program Fees for extended education and other programs have been developed over the past few months and are now ready for Board approval.

Other Academic Program Fees are fees paid by students enrolling in extended education programs primarily through Western's Extended Education (EE). Other Academic Program Fees are:

- **CONTINUING EDUCATION PROGRAMS AND COURSES** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **DEGREE PROGRAMS VIA EXTENDED EDUCATION** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **SUMMER SESSION** tuition and fee increases are limited to academic year tuition increase.

Annual fee increases for all of these programs are limited to projected program costs. These fees were reviewed by the Academic Fee Committee, the Budget Working Group and President's Council.

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the attached 2013-2014 Other Academic Program fee schedule.

## **Supporting Information**

Attached fee schedule

**WESTERN WASHINGTON UNIVERSITY  
2013- 2014**

**Other Academic Program Fees**

04-Jun-13

<b>FUND: Fund Title, Department</b>		<b>2012-13 Fee</b>	<b>2013-14 Proposed Fee</b>	<b>Change</b>	<b>Amount Change</b>	<b>Percent Change</b>
<b>Fee Title</b>						
<b><u>Academic Affairs</u></b>						
<b>25104: Elementary Education, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25106: Continuing and College Education, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course/Workshop Tuition	328.00	335.00	Increase to Fee	7.00	2.13%
<b>25107: Educational Administration, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25110: Vehicle Design, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25111: CSD - Comm. Science &amp; Disorders, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshops	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25112: Environmental Studies, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%

FUND: Fund Title, Department		2012-13	2013-14	Change	Amount	Percent
Fee Title		Fee	Proposed Fee		Change	Change
<b>Academic Affairs</b>						
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25113: MIMSUP - Shannon Pt., Extended Education &amp; Summer Programs</b>						
Continuing Education Programs and Courses	Undergraduate Course Workshop	374.00 per credit	393.00 per credit	Increase to Fee	19.00	5.08%
<b>25115: Off-Campus Student Teaching, Extended Education &amp; Summer Programs</b>						
Degree Programs via EESP	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Degree Programs via EESP	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25120: AY Self-Sustaining Programming, Extended Education &amp; Summer Programs</b>						
Continuing Education Programs and Courses	Human Services - Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Continuing Education Programs and Courses	Human Services - Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%
<b>25121: Nursing, Extended Education &amp; Summer Programs</b>						
Degree Program Via EE	Special Course Fee		Variable	New Fee		
Degree Program Via EE	Undergraduate Course Fee		268.00 per credit	New Fee		
<b>25304: Independent Learning, Extended Education &amp; Summer Programs</b>						
Continuing Education Programs and Courses	Correspondence	128.00 per credit	131.00 per credit	Increase to Fee	3.00	2.34%
<b>25306: Professional Development, Extended Education &amp; Summer Programs</b>						
Continuing Education Programs and Courses	Graduate Course Workshop	328.00 per credit	335.00 per credit	Increase to Fee	7.00	2.13%
Continuing Education Programs and Courses	Undergraduate Course Workshop	262.00 per credit	268.00 per credit	Increase to Fee	6.00	2.29%

**FUND: Fund Title, Department**

<b>FUND: Fund Title, Department</b>	<b>2012-13 Fee</b>	<b>2013-14 Proposed Fee</b>	<b>Change</b>	<b>Amount Change</b>	<b>Percent Change</b>
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Academic Affairs**25309: Language & Culture Programs, Estended Education & Summer Progams**

Language & Culture Programs	Application Fee	100.00	New Fee		
Language & Culture Programs	Excursions and Events Fee	25.00 per quarter	New Fee		
Language & Culture Programs	Homestay Placement Fee	125.00 per quarter	New Fee		
Language & Culture Programs	IEP Course/Materials Fee	Variable	New Fee		
Language & Culture Programs	IEP Quarterly Tuition-Full Time	2,920.00 per quarter	New Fee		
Language & Culture Programs	IEP Quarterly Tuition-Part Time	127.00 per course contact	New Fee		
Language & Culture Programs	Sponsored Student Fee	150.00	New Fee		

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** Board Audit Committee and President Bruce Shepard

**DATE:** June 14, 2013

**SUBJECT:** **Approval of 2013-2015 Internal Audit Schedule**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

In accordance with the Audit Committee's authorities, outlined in its Charter, the committee has reviewed and recommends the attached 2013-2015 Internal Audit Schedule to the Board of Trustees for its review and approval.

The Office of the Internal Auditor creates a risk-based audit schedule to maximize the effective use of Western's Internal Audit resources. In developing the 2013-2015 Internal Audit Schedule, Internal Audit utilized a risk assessment process, solicited input from across campus, considered planned external audit coverage, included required follow up audits and allowed for flexibility for contingencies that may arise during the year. The Vice Presidents, Provost, President, and Audit Committee participated in audit priority discussions.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the Board of Trustees Audit Committee and President Shepard, approve the 2013-2015 Internal Audit Schedule.

**Documents Attached:**

- 2013-2015 Internal Audit Schedule

**Western Washington University  
Office of the Internal Auditor  
2013-2015 Internal Audit Schedule**

**2013-2014**

**2014-2015**

<b>OPERATIONAL/FINANCIAL AUDITS</b>	<b>OPERATIONAL/FINANCIAL AUDITS</b>
<p><b>Ethics Program – IN PROCESS</b></p> <p>To review and evaluate the design and implementation of the University’s ethics-related objectives, programs, and activities for efficiency, effectiveness and compliance.</p> <p><b>Huxley College - Audit of Fee Expenditures– IN PROCESS</b></p> <p>To review and evaluate Huxley Colleges’ course and lab, service and facility rental fees for compliance with the university’s processes.</p> <p><b>Services and Activities Fee Process – IN PROCESS</b></p> <p>To review and evaluate the operational efficiency, effectiveness and compliance of the University’s processes for administering services and activities fees.</p> <p><b>Athletics Department – Financial Operations</b></p> <p>To review and evaluate the efficiency, effectiveness and compliance of the Athletic Department’s financial operations.</p>	<p><b>Grant Administration Process</b></p> <p>To review and evaluate the operational efficiency, effectiveness and compliance of the University’s grant processes.</p> <p><b>Laboratory Chemicals Audit</b></p> <p>To review and evaluate the administration and handling of the University’s laboratory chemicals for safety and compliance.</p> <p><b>Student Sports Clubs</b></p> <p>To review and evaluate student sports clubs fundraising processes for efficiency, effectiveness and compliance.</p> <p><b>Housing and Dining Services</b></p> <p>To review and evaluate the operational efficiency, effectiveness and compliance of Housing and Dining Operations.</p>

**2013-2014**

**2014-2015**

<p><b>Student Travel Abroad Oversight Compliance</b></p> <p>To review and evaluate if all events or programs where Western Washington University students travel and study outside of the United States are administered under the direction of the Center for International Studies in compliance with University policies.</p> <p><b>Fraud Risk Management Program - Assessment</b></p> <p>To evaluate the University’s fraud risk management practices and controls to determine if the potential risk of fraud is reasonably managed.</p> <p><b>Registrar’s Office</b></p> <p>To review and evaluate the operational efficiency, effectiveness and compliance of the Registrar’s Office operations.</p> <p><b>Cash Audits</b></p> <p>This on-going project monitors the efficiency, effectiveness and compliance of the University’s cash handling processes.</p> <p><b>Quarterly President Expense Reviews</b></p> <p>To review the President’s state-funded travel and entertainment expenses for compliance with state rules and University policies.</p>	<p><b>Admissions Fee Process</b></p> <p>To review and evaluate the operational efficiency, effectiveness and compliance of the University’s admission fee processes.</p> <p><b>Cash Audits</b></p> <p>This on-going project monitors the efficiency, effectiveness and compliance of the University’s cash handling processes.</p> <p><b>Quarterly President Expense Reviews</b></p> <p>To review the President’s state-funded travel and entertainment expenses for compliance with state rules and University policies.</p>
<p style="text-align: center;"><b>FOLLOW UP AUDITS</b></p> <ul style="list-style-type: none"> <li>• Vending Machine Contracts – IN PROCESS</li> <li>• Purchasing Card Audit</li> </ul>	<p style="text-align: center;"><b>FOLLOW UP AUDITS</b></p> <ul style="list-style-type: none"> <li>• Property Management Contract Consultation</li> <li>• Lakewood Center Use of Resources Special Investigation</li> </ul>

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Provost Catherine Riordan

**DATE:** June 14, 2013

**SUBJECT:** Institute for Energy Studies

**PURPOSE:** Discussion Item

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## Purpose of Submittal:

The Institute for Energy Studies was established in the spring of 2012 after a two-year period of program research and planning. This planning phase included internal and external scans of WWU and other university offerings and programs followed by significant input from the Institute's board of advisors which is comprised of nationally recognized energy industry experts and thought leaders. When fully funded, the Institute for Energy Studies program will include two interdisciplinary bachelor degrees and two corresponding minor tracks. One bachelor degree (BS) will focus on the science and technology of energy, the other (BA) on the business, economics, policy and politics of energy. Both degrees will share a suite of core courses that will be deeply interdisciplinary across the five key areas. Degree requirements will include internships and a capstone course for seniors. The capstone course will task a multidisciplinary team of students to solve a "real world" energy issue with mentoring and critique from the advisory board.

As the 2012-2013 academic year draws to a close, the Institute for Energy Studies completes its first year with some notable indicators of success. First year accomplishments include:

- **Energy Policy Minor**—The minor was successfully launched in the fall of 2012 and as of this spring, over 25 students have declared the minor and 4 are anticipated to graduate *this June (2013)* having completed all of the courses for the minor. One of the students graduating from the program this spring is WWU Trustee, Joe Meyer, who will be presenting his perspective on the value of the program as part of the Institute for Energy Studies program presentation at the Board of Trustees meeting
- **Energy Technology Minor**—Work is underway to develop the curriculum for the technology minor, with an anticipated launch date of fall 2014.
- **Jobs and Internships**—The advisory board has taken an active interest in the students involved in the program and have provided paid internships and are currently mentoring and interviewing program graduates.
- **Private Funding**—Support for the development and implementation of new courses has been funded through private contributions, primarily from the board of advisors. These contributions include personal as well as corporate gifts. To date over \$260,000 in gift agreements have been secured with over \$95,000 cash received. In addition, there are several gift proposals pending that total over \$150,000 (cash) and one proposal (GIK) to support a university facilities energy metering project valued at \$100,000
- **Public Funding**—WWU submitted a \$1.9M decision package to the Washington State Legislature to fund the development of the Institute's full bachelor degree program. The

Institute for Energy Studies board of advisors and other advocates of the program have engaged in an unprecedented level of legislative outreach to key Senators, Representatives and the Governor. This outreach included a joint letter of endorsement from the board, individual emails, phone calls and in-person meetings with legislators by board members and their legislative liaisons, an op-ed piece co-authored by two board members and an op-ed authored by Representative Jeff Morris. Feedback from multiple sources, including the Governor's key legislative advisors indicates broad, non-partisan support for the decision package though no firm commitment of funding has been secured.

Supporting Information:

- Institute for Energy Studies Program Overview
- Founding Advisory Board Members
- WWU Energy Program Fills the Gap in Washington's Education Infrastructure



## **Institute for Energy Studies**

*Educating the leaders for our clean and efficient energy future through interdisciplinary studies and research*

Western Washington University is developing an innovative new program designed to meet the needs of a rapidly expanding green energy economy.

The program will integrate research and outreach with a unique interdisciplinary curriculum. The curriculum will include a Bachelor of Arts degree, a Bachelor of Science degree and the option to minor in science and technology; or policy, economics and business. Graduate degrees are also being considered. Research will cover a wide range of investigation related to clean and renewable energy and energy efficiency. Program participants will gain core competencies in energy related science, policy, technology, economics and business and have opportunities to participate in energy research with nationally recognized faculty-mentors.

Graduates of the program will be uniquely prepared to enter the workforce as leaders, equipped with the knowledge, skills and applied expertise demanded by this dynamic and evolving sector of the global economy.

### **Why Western Washington University?**

Western is already involved in clean and renewable energy research and education. Several departments offer courses related to energy and numerous faculty members are engaged in energy related research. For example, the Advanced Materials Science and Engineering Center (AMSEC) is currently conducting research that could significantly improve the effectiveness of solar panels by developing technology for ultra-high efficiency collection and concentration of sunlight. Other research includes projects focused on upgrading biomass to renewable bio-fuels for transportation applications.

Western is geographically located in a region where energy entrepreneurship is prevalent and potential sources of renewable energy abound. Western has a long tradition of innovation and leadership and is well positioned to lead a timely expansion of educational opportunities for the region and, indeed, the nation.

The Institute for Energy Studies will continue Western's tradition of research innovation, environmental leadership and commitment to undergraduate education. Three colleges within the University have collaborated to produce a unique program that harnesses expertise from throughout the campus. All three colleges are nationally recognized for their outstanding educational programs and demonstrated educational excellence. This multi-college program will support interdisciplinary learning while fostering an approach to problem solving that encourages cross-discipline thinking.

### **Why create a new program?**

Across the nation universities and colleges are expanding programs to respond to the demand for education and training related to clean and renewable energy. There has been a particularly strong surge in academic offerings connected with engineering and research. Some institutions have developed programs focused on energy policy while others emphasize the business of energy.

What is missing, according to industry leaders, policy makers, business owners, researchers and academics, is a program that combines the fields of science, technology, economics, business management and public policy. Industry experts tell us there is a growing demand for an energy-related undergraduate program that produces both depth and breadth of knowledge. Scientists, researchers and business people need to understand policy. Policy makers and entrepreneurs need to understand the science and technology upon which the industry is based. And everyone needs to understand the principles of economics and business management.

The Institute of Energy Studies at Western will address this critical, unmet need—right here, in Washington State. The program will position the state to lead the nation in the next wave of economic expansion and innovation.

## What will the program look like?

### *Energy Experts*

Individuals from outside the university, who understand the complexities of building and growing a clean, efficient and renewable energy sector, will have an ongoing role in helping guide the development and expansion of the program. Their participation will insure the continuing relevance of the program within a rapidly changing external environment.

### *Applied Research*

Western is already involved in energy research including projects to increase the efficiency of photovoltaic cells; upgrading of biomass to renewable bio-fuels for transportation applications; and the development of highly fuel-efficient vehicles with low emissions. Students enrolled in the program will have opportunities to be directly involved in faculty-mentored research and applied technology projects. Research conducted in the program will have a direct impact on the regional economy and the ability of the state to lead development of clean, renewable and efficient energy.

### *Faculty Commitment*

Faculty members from each of the three colleges have led the development of the program. Their commitment to education and research; recognition of student and societal demand; and renewable energy expertise has helped shape a program that is uniquely suited to fill an educational gap identified by industry leaders and students.

### *A Core Curriculum*

The Bachelor of Arts and Bachelor of Sciences degree will share a core curriculum focused on topics such as human use of energy; the business of delivering energy; the economic and environmental impacts of energy use, and a capstone course. The capstone course will provide an “applied learning” experience in which interdisciplinary teams of students collaborate to solve real-world energy related problems.

### *Shared Fundamentals*

Students pursuing either degree will be required to take a group of courses that provide a solid foundation. The fundamentals of a wide range of science, economics, policy and business will be covered through courses taken by all students. Students who pursue a BS degree will take extra courses in the science and technology of energy. Those who pursue a BA degree will take additional energy related courses in policy, economics and business.

### *In Depth Learning*

After completion of the core and fundamentals series, students will deepen their knowledge and experience within their degree through additional credits required by the major. During this phase of the program, opportunities for “hands on” learning will continue, with internships and applied research experiences conducted in partnership with government, NGO’s and industry.

### *An Option to “Minor” or “Master”*

Industry leaders have indicated that a “minor” in renewable energy would have substantial value for students wishing to major in policy, economics, business or a specific science. The minor will be particularly valuable for individuals who seek leadership roles in business, government or research institutions. Western’s program will include a minor in science and technology and a minor in policy, economics and business. The program will also develop graduate degrees in both the sciences and arts.

## Which Colleges are involved?

Three colleges are collaborating to provide an integrated program of learning, research and regional involvement.



The College of Business and Economics was established in 1976 and is a selective admission college with undergraduate and graduate programs fully accredited by AACSB International - The Association to Advance Collegiate Schools of Business. The College is known

for its quality undergraduate programs in business administration, economics, accounting, and manufacturing and supply chain management; its MBA program is listed among the top 100 in the world for coverage of ethical, social, and environmental issues by the Aspen Institute, and its Department of Economics has nationally recognized faculty specializing in environmental and resource economics.

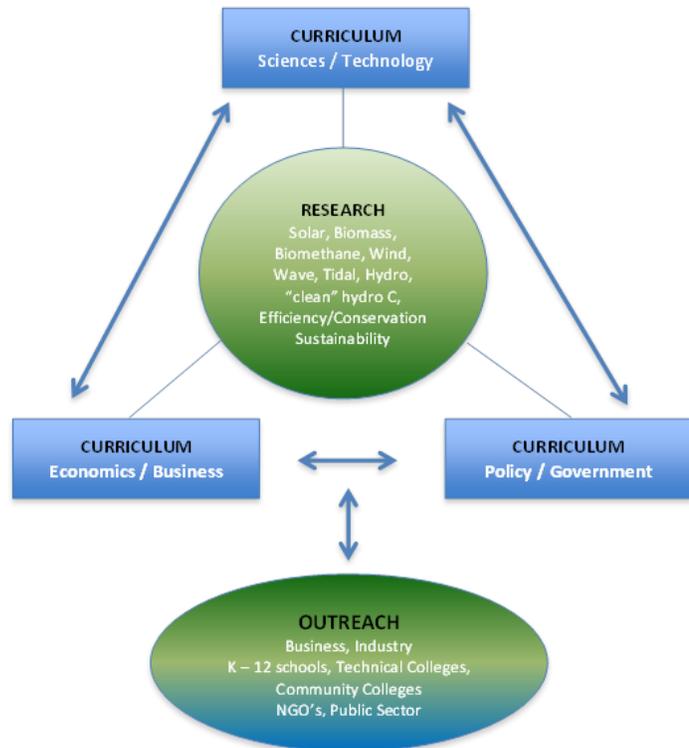


Huxley College of the Environment was established in 1969, leading the way in the academic study of the environment with an interdisciplinary approach that combines social science and policy analysis with the rigors of scientific investigation. Huxley College programs have long set the standard for education in the fields of environmental science, toxicology, planning, and policy. It is a selective admission college with undergraduate and graduate degrees in the arts and sciences.



The College of Sciences and Technology

was established in 2003 when seven science and technology departments were brought under the leadership of a new dean. The College is nationally known for its outstanding programs in Biology, Chemistry, Computer Science, Engineering Technology, Geology, Mathematics, Physics/Astronomy and Science Math and Technical Education (SMATE). It is a recognized leader in the area of advanced materials science engineering (AMSEC) and home to the award winning Vehicle Research Institute, whose Viking 45 car recently placed in the top ten in the 2010 Progressive Automotive X-Prize Challenge competition.



## When will the program be available?

The research component of the program is already in place with funding for several projects. Private funds are being raised to support the new curriculum and the goal is to launch the minor in the fall of 2012 and enroll students in the major within the next few years.

## How will the program be funded?

The WWU Foundation is currently seeking donors who are interested in funding named endowments to support the program. The University is also working with state and federal legislators to secure some permanent public funding. The vision is a publicly supported and privately enhanced program that provides the highest possible return on the public's investment.

## What are people saying about the program?

"Alaska Airlines has made great strides in minimizing the impact of our flying on the communities we serve, and we are committed to doing more. We believe finding an environmentally sustainable and commercially viable alternative to petroleum-based jet fuel is very important. The university's innovative new program, unique in the country, will provide students a strong foundation to solve the complex challenges associated with finding energy solutions for aviation and other sectors of the economy. This program will prepare students to compete in the green economy and help position the state as a leader nationally in the next wave of economic expansion and innovation."

*Bill Ayer, Chairman and Former CEO  
Alaska Airlines and Alaska Air Group*

"This exciting new program combines the four essential components needed to address our critical national and global energy security and climate-disruption challenges: Science, Technology, Policy and Business. *Science* helps us define the urgency and importance of these challenges; *Technology* provides the physical basis for addressing the changes we need to make; *Policy* helps create incentives to encourage use of those technologies; and *Business*, perhaps the most underappreciated component, is critical if we are to achieve the scale needed to reach our energy and environmental goals. Western Washington University is to be congratulated for positioning itself in the heart of this most important emerging area of education."

*Gil Masters Ph.D., Professor (emeritus) & Author  
Civil and Environmental Engineering, Stanford University  
Renewable and Efficient Electric Power Systems (2004)  
Energy for Sustainability: Technology, Policy and Planning (2008)*

"Western is ideally situated to provide exceptional education in the area of clean and renewable energy and energy efficiency. It is located in a dynamic, entrepreneurial environment with industry partners at all scales and in all corners of sustainable energy activity. It has forged a strong foundation of collaboration among faculty and colleges within the university. And it has crafted a robust and innovative curriculum that displays both a clear priority on learning by doing and commitment to the integration of science, technology, and key social sciences. Each of these building blocks is critical for providing an educational experience that will prepare tomorrow's workforce in every dimension of clean and sustainable energy systems. Graduates who pursue this carefully designed program at Western Washington University will hit the ground running, ready to lead - and not a moment too soon."

*Amanda Graham, Director of Education  
Massachusetts Institute of Technology Energy Initiative*

“Energy is simultaneously our state's biggest problem and our biggest opportunity. It is our problem because of emissions and rising costs. It is our opportunity because clean energy can improve the environment while also bringing new jobs and our next export opportunity. If we hope to achieve the goal of clean, affordable energy for all, we have to approach the problem in a holistic, systems fashion. It is precisely that cross-disciplinary approach that distinguishes the Institute for Energy Studies. I strongly encourage support for this much-needed effort to train the next generation of leaders our region urgently needs.”

*Jesse Berst  
Managing Director, Global SmartEnergy  
Advisor to the US Dept. of Energy*

“Washington State has become a leader in power conversion technology and clean energy systems for three reasons: an excellent infrastructure for Pacific Rim trade, a historical leadership position in advanced design and precision manufacturing, and-- most important-- well-trained and educated people capable of making the most of these advantages. The Alpha Group companies, which include OutBack Power Technologies, realize that continued growth depends on successive generations of leaders and problem solvers. The WWU Institute for Energy Studies provides the focus and resources required to develop them.”

*Harvey Wilkinson, General Manager  
OutBack Power Division  
Alpha Technologies, Inc.*

“We are proud to support the Institute for Energy Studies program at WWU. As a member of the founding advisory board, I have had the opportunity to provide input to the program and can say that the proposed curriculum is precisely what is needed to address our current and future energy workforce needs.”

*Warren W. Michelsen  
District General Manager - Northwest-Hawaii  
Trane Climate Solutions  
Ingersoll Rand*



## Institute for Energy Studies Founding Advisory Board

David Allen, Executive Vice President  
McKinstry

David Benson, Partner  
Stoel Rives LLP

Jesse Berst  
Global Smart Energy

Michael Butler, Chair/CEO  
Cascadia Capital LLC

Vince Canino, Vice President  
Trane Ingersoll Rand

Robert Gara, Jr.  
Director  
APCO Worldwide

Billy M. Glover, Vice President  
Environment & Aviation Policy  
The Boeing Company

Denis Hayes, President  
Bullitt Foundation

Lars Johansson, Co-Chair  
NW Energy Angels

William Johnston  
Energy Efficiency & Renewables Program Director  
Schneider Electric

Steve Klein, General Manager  
Snohomish County PUD #1

Keith Loveless, Executive Vice President  
Alaska Airlines

Ross Macfarlane, Senior Advisor  
Business Partnerships / General Counsel  
Climate Solutions

Warren Michelsen, District General Manager  
Trane Climate Solutions  
Ingersoll Rand

Don Nielsen, Chariman  
Light Doctor LLC

Paul Norman, Vice President (Retired)  
Bonneville Power Administration

Tom Ranken, President & CEO  
WA Clean Tech Alliance

Tony Usibelli, Assistant Director  
State Energy Office  
WA State Department of Commerce

Andy Wappler, Vice President Corporate Affairs  
Puget Sound Energy

Harvey Wilkinson, General Manager  
OutBack Power Division  
Alpha Technologies, Inc

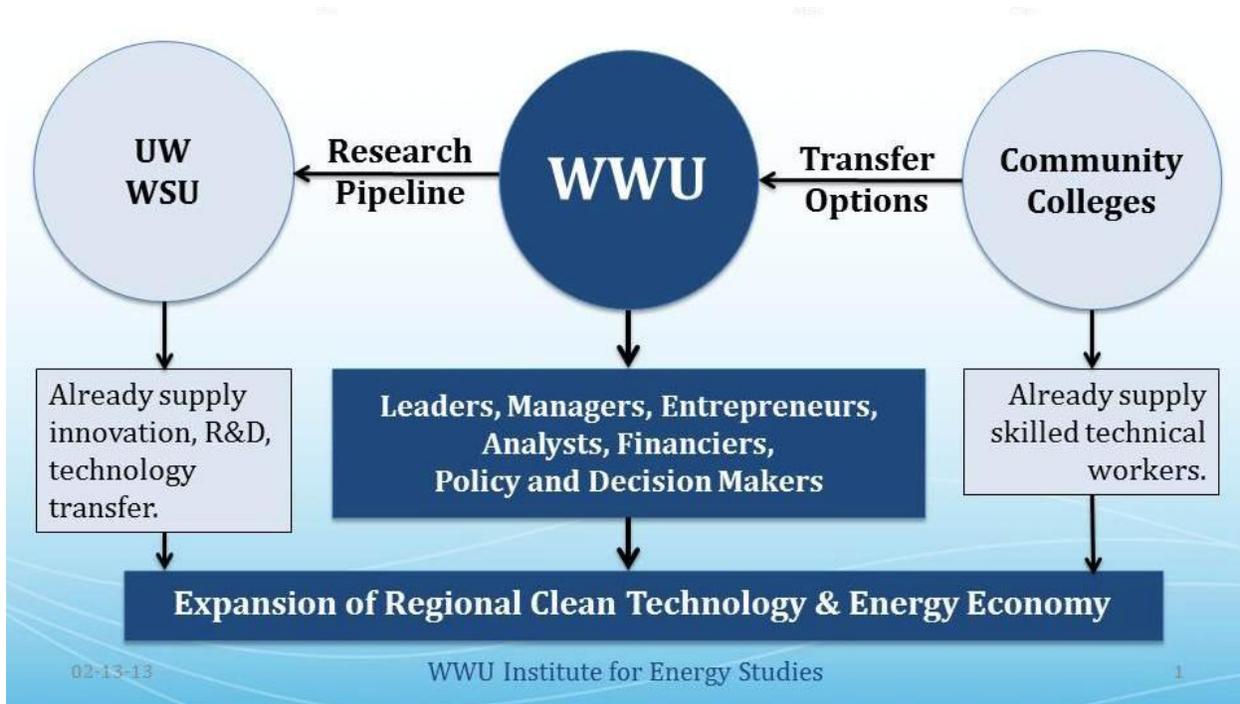
### **Ex Officio—Special Advisor to the Advisory Board**

Dennis McLerran, Administrator  
EPA Region 10

### **Special thanks for his service as a founding member emeritus / term completed**

William D. Ruckelshaus, Strategic Director  
Madrona Venture Group and Evergreen Venture

**Building Washington State's clean energy economy requires  
FULL FUNDING FOR THE WWU INSTITUTE FOR ENERGY STUDIES DECISION PACKAGE**



Here in Washington, several institutions of higher education are engaged in programs and activities related to energy. The program emphasis at our largest universities, UW and WSU, is focused on various aspects of energy-related research, innovation, technology transfer and commercialization. These efforts are contributing to the growth of the clean technology economy in our state. At the regional university level, CWU has recently added an energy studies minor while other regional universities offer a variety of energy-related courses.

At the two-year college level, Centralia College's Pacific Northwest Center of Excellence for Clean Energy offers some energy-related Associate of Arts degrees, which are primarily technical, and several Certificate programs in the skilled trades, which are energy-related. At Bellingham Technical College, the new energy lab is preparing technicians for solar, wind and other forms of renewable energy generation. These schools offer valuable two-year energy degree programs and report growing students demand for a transfer option into an energy-related bachelor degree program.

Despite the strong presence of energy education in many of Washington State's institutions of higher education, there is a noticeable gap. This gap was analyzed by faculty and administrators at Western in collaboration with key stakeholders including industry leaders, policy makers and business owners along with researchers and academics from other institutions, including Stanford, MIT, Battelle and the National Renewable Energy Lab. Their analysis revealed that what is missing from the educational landscape is a comprehensive Bachelor degree program that fully combines the fields of science (including environmental), technology, economics, business management, politics and public policy to better prepare graduates to for roles as managers and leaders in an evolving energy sector.

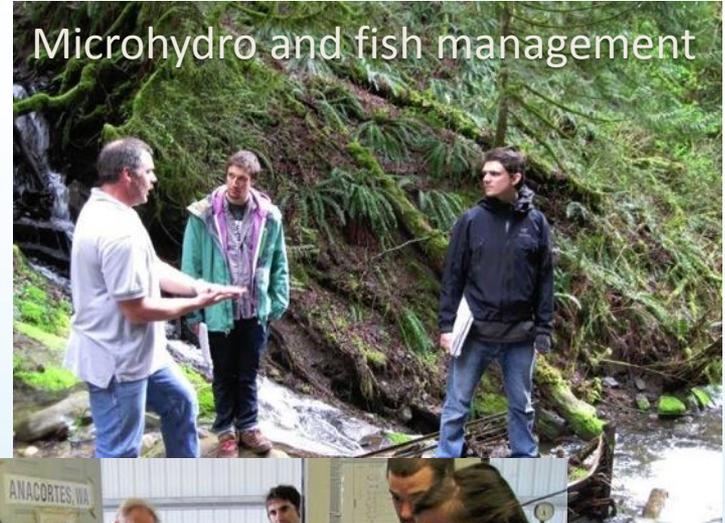
Based on input from the stakeholder group, Western has taken great care to create a program plan that will uniquely enhance the educational infrastructure of our state. In addition to meeting rapidly expanding and complex workforce needs of our local economy, the program will complement the activities taking place in Washington's colleges and research universities by offering a pathway to a Bachelor degree from a two-year program and by developing an elite class of graduates who are uniquely prepared to pursue advanced degrees in related fields.

# WWU Institute for Energy Studies

Utility scale wind production



Microhydro and fish management



Biogas with Farm Friends



Biodiesel refinery



# WWU Institute for Energy Studies

- 1. Educating the leaders for our clean, renewable and energy efficient future.**
- 2. Building our region's growing clean technology economy.**
- 3. Filling the "gap" in Washington State's educational infrastructure.**

# Program Overview

- Integrated curriculum
  - Bachelor of Arts
  - Bachelor of Science
  - Minor tracks
- Interdisciplinary capstone project
- Internships and research projects
- Outreach (K-12, 2-year, industry, public)
- Energy-related research

# Building on the Hallmarks of a WWU Education

- Interdisciplinary innovation
- Engaging undergraduate students in research
- Engaging the community
- Connecting WWU to the broader research community

# Curricular Components

## **Knowledge, Skills, Abilities**

- Science Fundamentals
- Applied Technology
- Business and Entrepreneurship
- Global Perspectives/Sustainability

## **Core Competencies**

- Leadership/Collaboration
- Analytic Skills
- Communication
- Critical Thinking

# Program Timeline

- **Launching the Minors**

(Building campus infrastructure, designing and teaching new courses.)

- Policy: Launched Fall, 2012 – over a dozen students
- Technology: Anticipated launch Fall, 2014

- **Launching the Majors**

- Full launch depends on public & private funding
- WA State Decision Package 2013-2015 (\$1.9 M)
- Private fundraising in progress (\$250,000+ secured)

# Founding Advisory Board

- Leaders in their fields
  - List of advisors on next slide
- Committed to helping:
  - Guide the launch of the program
  - To secure public and private support

## Founding Advisory Board Membership

David Allen, Executive VP  
McKinstry

Lars Johansson, Co-Chair  
NW Energy Angels

Don Nielsen, Chairman  
Light Doctor

David Benson, Partner  
Stoel Rives LLP

William Johnston  
Energy Efficiency & Renewables  
Program Director  
Schneider Electric

Paul Norman, Vice President (Retired)  
Bonneville Power Administration

Jesse Berst  
Global Smart Energy

Steve Klein, General Manager  
Snohomish County PUD #1

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Keith Loveless, General Counsel  
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Alaska Airlines

Tony Usibelli, Assistant Director  
State Energy Office  
WA State Department of Commerce

Billy M. Glover, Vice President  
Environment & Aviation Policy  
The Boeing Company

Ross Macfarlane, Senior Advisor  
Business Partnerships / General Counsel  
Climate Solutions

Andy Wappler, VP Corporate Affairs  
Puget Sound Energy

Denis Hayes, President  
Bullitt Foundation

Warren Michelsen,  
District General Manager  
Trane/Husmann Climate Solutions  
Ingersoll Rand

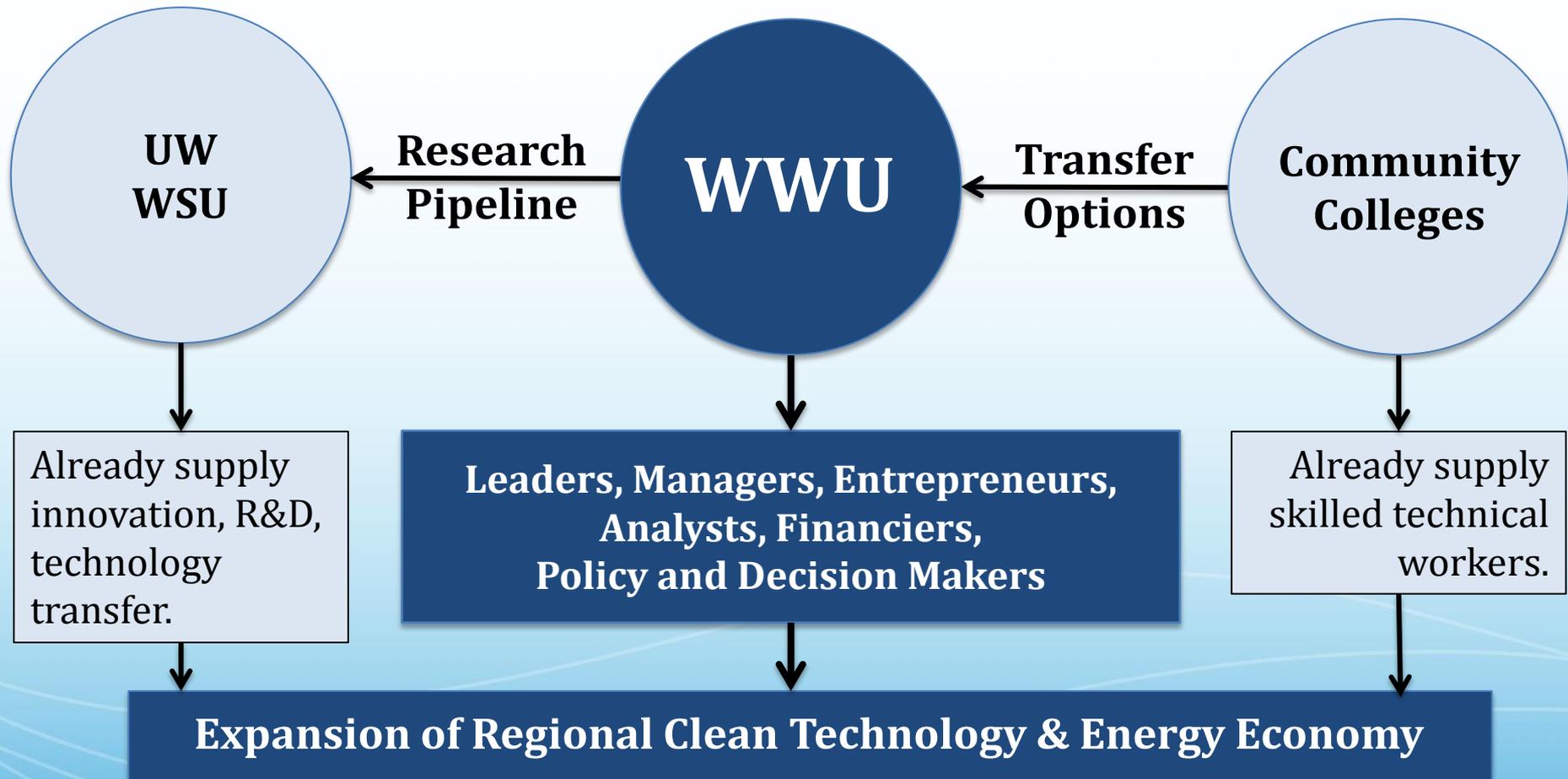
Harvey Wilkinson, General Manager  
OutBack Power Division  
Alpha Technologies, Inc

**Ex Officio/Special Advisor to the Advisory Board** • Dennis McLerran, Administrator, EPA Region 10

**Emeritus / Term Complete** • William D. Ruckelshaus

# Filling the “Gap” in Washington State’s Educational Infrastructure

## To build Washington State's Clean Energy Economy requires full funding for WWU's Institute for Energy Studies Program



**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 14, 2013  
**SUBJECT:** Report on the President's Taskforce on Equity, Inclusion and Diversity  
**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

President Shepard and Bill Lyne, Special Assistant to the President and Provost will report on the activities of the President's Taskforce on Equity, Inclusion and Diversity. A link to the webpage of the taskforce is provided below.

<http://www.wvu.edu/president/diversity.shtml>

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director, WWU Foundation

**DATE:** June 14, 2013

**SUBJECT:** **Campaign Update**

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

Stephanie Bowers, Vice President for University Advancement and Executive Director of the WWU Foundation, will provide an update to the board on the Western Washington University campaign.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Sherry Burkey, Associate Vice President for University Relations

**DATE:** June 14, 2013

**SUBJECT:** **Olympia Update**

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

Sherry Burkey, Associate Vice President for University Relations, will give an update on the 2013 legislative session.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by:  
Richard Van Den Hul, Vice President for Business and Financial Affairs

**DATE:** June 14, 2013

**SUBJECT:** **Comprehensive Review of the Parking System**

**PURPOSE:** An update of the review underway on the Parking System.

A presentation of the Parking System will be made by:

- Richard Van Den Hul, Vice President for Business and Financial Affairs
- Randy Stegmeier, Director, Public Safety / University Police Chief
- Rick Benner, University Architect / Director, Facilities Development and Capital Budget

# **Comprehensive Review of the Parking System**

Board of Trustees  
June 14, 2013

# Comprehensive Parking Review

## Issues

- I. Finances
  - A. Transparency
  - B. Sustainability
  - C. Long-term projections
  
- II. Policy Review
  - A. Lot Assignment
  - B. Public Access
  
- III. Fees and Rates
  - A. Fee setting process
  - B. Lack of understanding and support for rates and how funds are used
  
- IV. Review of Current Operations
  - A. Customer Service
  - B. Business practice efficiency
  
- V. Parking Lot Maintenance
  
- VI. Capital Improvement Action Plan

## **Objective**

Develop a long term, sustainable parking operations and capital development plan, with transparent and predictable finances, that meets the needs of the University.

## **Organizational Plan**

### Parking & Transportation Advisory Committee

- Review of Finances, Policies, Fees and Rates

### Parking & Transportation Capital Implementation Advisory Committee

- Review of existing system and IMP; develop implementation plans Finances, Policies, Fees and Rates

### Operations

- Organizational Development, T2 Integration with Banner (Banner Initiative)

# Parking & Transportation Advisory Committee (PTAC)

**CHARGE** - The PTAC will advise the Vice President for Business and Financial Affairs on parking issues that include current challenges and future needs to provide sufficient, sustainable and accessible parking for faculty, staff, students and visitors while balancing those needs with alternative transportation goals.

**SCOPE** - To review, evaluate and make recommendations on:

- Parking Fees and Fee Setting Process
- Policies
- Finances

## PTAC Membership

Randy Stegmeier, Chair / Director, Public Safety / WWU Police Chief

Barbara Lewis, PSE Union Representative

Brian Sullivan, Assistant VP, BFA (BFA Division Representative)

Christopher Brown, Student Representative

Sharon Schultz, Student Representative

Robby Eckroth, A.S. Alternative Transportation Coordinator

Chuck Lambert, UFWW VP / Chair, Special Education

Kunle Ojikutu, Asst. VP, ESS (ESS Division Representative)

Doug Adelstein, Assistant Director-Labor Relations, Human Resources

Kurt Willis, Associate Director, University Residences-Business/Information Systems

Stephanie Scott, WFSE Representative

William Managan, Asst. Director-Operations, Facilities Management (FM Representative)

Ira Hyman, Professor, Psychology Department (AA Division Representative)

April Markiewicz, Associate Director, Institute of Environmental Toxicology (PSO Representative)

### *Ex Officio:*

Darin Rasmussen, Assistant Director, Public Safety / Assistant Police Chief

Julia Gassman, Manager, Parking Services

Carol Berry, Program Manager, Campus Conservation & Sustainable Transportation

Paul Mueller, Risk Manager, Environmental Health & Safety

# Parking & Transportation Capital Implementation Advisory Committee (PTCIAC)

## Charter

While the 2001 City adopted and University approved WWU Institutional Master Plan (IMP) laid out a framework of principles and hierarchies for circulation to meet the University and community's needs, it did not go into specifics. Rather, it was a series of observations of existing conditions, suggested solutions and agreements with the City to control potential impacts of University development.

## Scope

The scope is to start where the IMP ended by flushing out the circulation specifics. The committee will review the existing parking and transportation system, measure the validity of the circulation sections of the ten year old IMP, develop phased implementation plans for meeting the University and community's needs, and create viable pricing models for achieving the University's goals.

## Key Deliverables

- WWU Circulation Institutional Profile showing the current physical and financial conditions of parking and transportation
- Reaffirmation of circulation components of the 2001 IMP
- Communication plan for process
- Phased implementation plan
- Pricing models

## PTCIAC Membership

Rick Benner, Chair / Director, Facilities Development and Capital Budget

Michael Medler, Associate Professor, Environmental Studies / Faculty Representative

James Hearne, Faculty Senate Representative / Professor, Computer Science

Andrew EntriKin, Associated Students Representative

Kurt Willis, Associate Director, University Residences Business & Information Systems

April Markiewicz, Associate Director, Toxicology / UPRC and PSO Representative

Sue Sullivan, Safety Officer, Environmental Health and Safety, Classified Staff Union Representative

Kunle Ojikutu, Assistant Vice President, Enrollment and Student Services

Steve Swan, Vice President for University Relations / UR Representative

Brian Sullivan, Assistant Vice President, BFA / BFA Representative

Randy Stegmeier, Director, Public Safety

### *Ex Officio:*

Darin Rasmussen, Assistant Director, Public Safety / Assistant Police Chief

Julia Gassman, Parking Services Manager

Carol Berry, Campus Conservation & Sustainable Transportation Program Manager

Ed Simpson, Assistant Director, Facilities Development

Teyra Carter, Administrative Support

# Parking Services Operations

- **Organizational Development**
- **T2 Integration with Banner / CashNet**

# Parking Services Finances

**Parking and Transportation**  
**Actual 2012, Pro-Forma 2013 - 18**

Current Operations, No Capital Projects

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
<b>Operating Revenues</b>						
Total operating revenues	\$ 1,657,788	\$ 1,657,788	\$ 1,657,788	\$ 1,657,788	\$ 1,657,788	1,657,788
<b>Operating Expenses</b>						
Total operating expenses	\$ 1,892,165	\$ 1,855,111	\$ 1,818,823	\$ 1,983,286	\$ 1,757,438	1,668,440
Operating income	(234,377)	(197,323)	(161,035)	(325,498)	(99,650)	(10,652)
<b>Non-Operating Revenues (Expenses)</b>						
Total Non-Operation revenues (expenses)	(65,268)	(65,268)	(65,268)	(65,268)	(65,268)	(65,268)
<b>Capital Revenue Offset</b>						
	-	-	-	-	-	36,385
<b>Revenues - Expenses</b>	<b>(299,645)</b>	<b>(262,591)</b>	<b>(226,303)</b>	<b>(390,766)</b>	<b>(164,918)</b>	<b>(39,535)</b>
<i>Total Cash Net Position, Beginning of Year</i>	<i>(46,914)</i>	\$215,677	\$441,980	\$832,746	\$997,664	\$1,037,199
<b>Total Net Position, End of Year</b>	<b>(346,560)</b>	<b>(46,914)</b>	\$215,677	\$441,980	\$832,746	\$997,664
<b>Annual Backlog Amount Needed</b>	<b>515,392</b>	<b>475,796</b>	<b>464,742</b>	<b>485,896</b>	<b>476,178</b>	<b>403,334</b>
<small>(current facility Conditions)</small>						
<b>Backlog/Reserve Needed</b>	<b>5,601,483</b>	<b>5,086,092</b>	<b>4,610,296</b>	<b>4,145,554</b>	<b>3,659,658</b>	<b>3,256,324</b>
<b>Ending Position</b>	<b>(\$5,948,043)</b>	<b>(\$5,133,006)</b>	<b>(\$4,394,619)</b>	<b>(\$3,703,574)</b>	<b>(\$2,826,912)</b>	<b>(\$2,258,660)</b>
<b>Amount Needed to Balance Operating and Fund Replacement</b>	<b>\$815,037</b>	<b>\$738,387</b>	<b>\$691,045</b>	<b>\$876,662</b>	<b>\$641,096</b>	<b>\$442,869</b>

## Parking System Finances – Fixes

- Costs
  - Remove subsidies – PTAC recommendation
  - Efficient operations – review of costs
  - Annual maintenance – ensure maintenance funding for lots
  - Capital improvements – still an unknown (PTCIAC)
  
- Revenues – to be reviewed next year
  - Permits
  - Other fees and fines

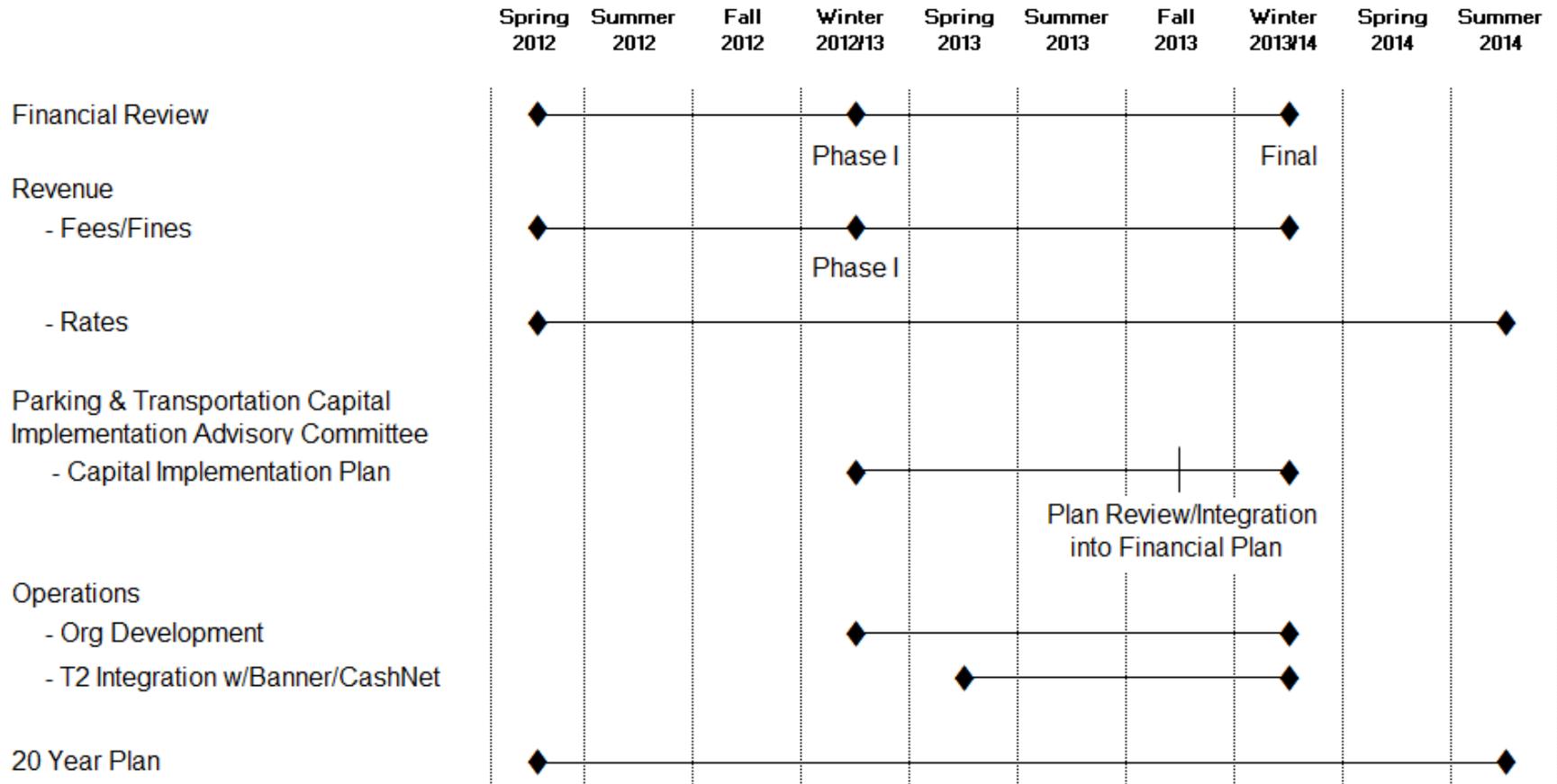
# History of Parking Permit Increases

(Average across all permit holders)

Fiscal Year (1998 - 2005)	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005
WWU Parking Increases	0%	10%	7%	0%	<b>24%</b>	0%	0%	-2%
Seattle CPI	3%	3%	3%	4%	3%	2%	1%	2%

Fiscal Year (2006 - 2013)	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
WWU Parking Increases	<b>19%</b>	0%	1%	0%	0%	0%	0%	0%
Seattle CPI	3%	4%	4%	2%	0%	1%	3%	3%

# Comprehensive Parking Review Timeline



**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** Dick Thompson, Chair, Board Audit Committee  
**DATE:** June 14, 2013  
**SUBJECT:** **Board Audit Committee Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Thompson will report to members of the Board of Trustees and the university president and his staff topics related to the Board Audit Committee.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Provost Catherine Riordan

**DATE:** June 14, 2013

**SUBJECT:** Academic Report: Fulbright Scholarship Award Recipients

**PURPOSE:** Information Item

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## **Purpose of Submittal:**

Western Washington University graduates and students have received eight prestigious Fulbright Scholarships this year, a record for the institution and more than doubling its previous best of three.

Last year, eight Fulbright Fellowships would have placed Western in the company of Dartmouth, New York University, Brandeis and Tufts. In 2012, no master's granting university in the nation had more than six Fulbright Fellowship award winners.

The Fulbright Program is a prestigious international exchange program sponsored by the U.S. government. Fulbright Scholarships have enabled nearly 300,000 participants to travel abroad to study, teach, conduct research and exchange ideas to foster understanding between Americans and people of other countries.

Of the eight Western Fulbright award recipients, four are majoring in or majored in German. Earlier this year, Western's German program received a [prestigious national honor](#), being one of two schools in the country to be designated a German Center of Excellence by the American Association of Teachers of German.

Western will be represented by Fulbright scholars in five countries: Germany, Romania, Brazil, Mexico and Austria.

## **Supporting Information:**

Following list of Fulbright recipients



### **Rebecca Donaldson**

I have been awarded an English Teaching Assistantship to Brazil for the 2014 academic year. There, I will work at a university with students who are learning English as a second language. I will also be conducting research in the favelas of Rocinha, where I will interview former students of 2Brothers, an organization that teaches English and other courses to young children and adults. I hope to interview those who have been through the 2Brothers program in order to understand the overall impact of the education effort on the Rocinha community and to determine if these students have leveraged their new understanding of the English language and other skills to develop their subsequent careers. I look forward to putting to practice all of the skills I have acquired over last two years while working with Dr. Kendra Douglas. Since being her student and assistant, I have

developed my skills in Spanish and Portuguese, gained first-hand experience teaching, and have work diligently on a wide range of research topics. I look forward to having the opportunity to go out in the field and use these new skills in a practical setting.



### **Valeria Fisher**

I was awarded a Fulbright English Teaching Assistantship Grant to Germany for the 2013-2014 academic year. I will be working in an English classroom ranging from the middle school to the university level. It will be my job to facilitate international dialogue between students, and to deepen their understanding of America and the English language. While teaching, I will be expanding on a research paper I started co-writing with Dr. Seth Feinberg on the media's impact on reckless driving. I aspire to assist in an existing Model United Nations club at my school, or to create my own, and to volunteer with student exchange programs. I am beyond excited to begin this journey, and to see one of my biggest academic dreams come to fruition.



### **Elani Koogle**

One year from today, I'll be in Germany, helping high school students to improve their English. In addition, I'll be working on translating sections of *The Whistling Season*, by Ivan Doig, into German, and asking for the help of native speakers to refine my translation. My hope is that my community will give me enough input on the translation that it no longer belongs to me, but to everyone! In

particular, I hope that my students will participate, and have a great time interacting with a book that showcases an interesting time in America and is one of my personal favorites.



### **Andrew Lapidus**

I feel very grateful to have received a Fulbright scholarship through the Austrian Ministry of Education. Next year I will be living in the small alpine town of Spittal an der Drau, where I will be teaching in two public schools and continuing my study of second language acquisition. I will also be acting as a representative of American culture in Austrian public schools. I owe a great deal of thanks to the incomparable faculty of Western's German program for giving their support and unparalleled commitment to the success of their students. Thanks to my mother as well, who gives more than anyone.



**Olivia Mothershead**

Hi, my name is Liv Mothershead and I'm a German and English Literature double major, with a Teaching English to Speakers of Other Languages (TESOL) minor. I hail from Kalispell, MT by way of Kent, WA. Next year I will be working in Gmunden, Austria as an English teaching assistant. In my spare time, I like to read, explore Bellingham and its environs, and try new dairy-free recipes."



**Ariel Morgan**

As a recipient of the Fulbright-Garcia Robles grant, I look forward to growing as a student, teacher, and as a cultural ambassador. As a teaching assistant, I will be able to put the training I received from Western's TESOL program to use on a day to day basis. Additionally, I will be able to pursue my interest in identity and migration studies through oral interviews with members of the community in which I am placed. I believe that transnational communities, such as those that exist between the US and Mexico, offer a window into a future where culture is as fluid as the economic model it supports.



**Matthew Osborne**

I was selected by the Austrian Fulbright Commission for the US Teaching Assistantship. So, I will be a teaching assistant and will help students develop their conversational English skills and teach them about US-American culture. I was assigned to two schools: my primary assignment is at a business-oriented technical high school, and the second is at a college preparatory high school. Both schools are in the town of Hallein, which is about 20 kilometers south of Salzburg. The assistantship lasts for the duration of the 2013-14 Austrian school year, or September to May.

The assistantship is a great opportunity, and I am very much

looking forward to my time in Austria, where I hope to perfect my German language skills and learn more about Austrian culture as well.



**Hannah Wolf**

Hannah Wolf will be spending her year in Bucharest Romania, researching Romanian theatre practices on all levels. She'll be directing new plays and collaborating with emerging Romanian playwrights to translate new American plays in Romanian. She'll also be creating new works with these emerging Romanian playwrights and translate these into English. The goal of the year is to help grow and foster the two way path between American and Romanian theatre artists.

**WESTERN WASHINGTON UNIVERSITY**  
**ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Senior Vice President Eileen Coughlin  
**DATE:** June 14, 2013  
**SUBJECT:** Admissions and Enrollment Summary  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

To provide a general update on enrollment and admissions

**June 2013 Enrollment and Admissions Report**  
Prepared by Clara Capron, Assistant VP for Enrollment and Student Services

**Fall 2013 Admissions**

Freshman admissions applications for Fall 2013 at Western total 9,500 compared to 9,791 for Fall 2012. Despite the slight decrease in applications, confirmations are up by 155 freshmen for Fall 2013 at 3,066 compared to 2,911 for Fall 2012. We expect to have a slightly larger freshman class for Fall 2013 with approximately 2,775 students: 87% residents and 13% nonresidents, the same distribution as last year.

We are very pleased to report a significant increase in freshman confirmations who are students of color. For Fall 2013, 26% of confirmations are from students of color, the highest percentage in Western's history.

We have received 2,170 transfer applications for fall quarter compared with a total of 2,402 for Fall 2013 and anticipate bringing in 875 – 900 transfer students compared with 964 last year. We expect a handful of additional applications and will continue to admit qualified students for Fall. The biggest drop in transfer applicants has been from WA community college students which comprised 61.7% of the transfer applicant pool for 2013 compared with 70.7% for 2012. This reflects the growing availability of options such as Western Governors University and University of Phoenix which are among the top five destination institutions for WA CC students.

While numbers are still small, we have increased our international transfer applicants 13.8% and they now reflect 2.4% of the transfer pool compared with 1.8% of the pool in 2012. Additionally, the percentage of transfer students of color has remained steady at around 23.5% and non-residents have increased slightly from 12.7% to 13.7% of the applicant pool.

## **Fall 2014 Recruitment**

The recruitment process for Fall 2014 is well underway. The Office of Admissions partnered with the Alumni Association and New Student Services/Family Outreach to host “Spring into Western,” an Admissions open house in conjunction with Back2Bellingham weekend on May 18, 2013. Attendees included current high school juniors, sophomores, freshmen and their families, who expressed interest in Western from Washington, Oregon, and Idaho. The event provided campus tours, an admissions panel presentation comprised of admissions counselors, assistant directors, and StARs, lunch on campus, financial aid informational sessions, and the opportunity to tour the residence halls. This year’s event brought 310 total guests to campus.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director, WWU Foundation

**DATE:** June 14, 2013

**SUBJECT:** **Alumni Association Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Provide an update to the Board on Alumni Relations activities.

**Supporting Information:**

**OFFICE OF ALUMNI RELATIONS**

**News**

Our 4<sup>th</sup> 2013 Back2Bellingham Alumni & Family Weekend exceeded expectations by offering even more to the WWU community. Highlights of B2B 2013 included five stages of music featuring more than 30 student and local bands, a broad showcase of the Woodring College of Education and additional community and campus partnerships that showcased the best of Western to our most diverse audience yet. More than 7000 alumni, families and friends came back to spend the weekend on campus from 11 states and British Columbia. They represented 65 class years ranging from 1945 – 2017, hundreds of parents and family members of current students, nearly 400 prospective students and families, and hundreds of community members with children of all ages.

We continued to implement strong marketing tactics to drive attendance, including billboard and bus ads along the greater Seattle I-5 corridor, increasing Western's visibility to an audience of 3.7 million people; direct mail to all Bellingham elementary school students; and Whatcom County bus ads and signage in area retailers in addition to targeted email and social media outreach.

Over the four day event, guests attended over 150 educational, recreational and social activities organized by campus colleges, departments, student organizations and programs. We are already underway planning for Back2Bellingham 2014, scheduled for May 15-18, 2014.

More than 70 alumni and their family members returned to campus for the 2013 Golden Vikings Reunion to celebrate 50 or more years since graduation. The Golden Viking Society Induction Ceremony for the Class of 1963 was also held during the Back2Bellingham weekend. Alumni from as far back as 1949 attended and many also participated in the numerous educational, recreational and social activities across campus.

Our Alumni Association Board of Directors recently nominated and confirmed eight alumni to join the board: Mark Brewer '87 of San Francisco, CA; Roger Gilman '73 of Bellingham; Brett Jordan '07 of Seattle; Gerrilynn Lindley '83 of Montesano; Collin Morrow '98 of Bellingham; Sam Sevier '64 of Shelton; Harley Tat '91 of Los Angeles, CA; and Kristine Worland '86 of Phoenix, AZ. Each brings

great depth of skill and diversity through their college affiliation, profession, ethnicity, gender, age and geography.

**Alumni Events**

We continue to focus on on-going broad-based engagement. Since July 2012, we have planned and executed 48 events and programs with an additional 12 in the upcoming three months!

<b>Student Programming</b>	<b>Broad Based Alumni Programs</b>
On-going ASK! Promotion	3/2 Curling in Canada – <b>Sold out!</b>
On-going GYBO/Western Wednesday events	3/2 Tour Hollywood Vaults with WWU Alumni! Los Angeles, California
3/21 Senior Celebration	3/6 Wine & Cupcake Tasting with Campus Alumni & Members—campus – <b>Sold out!</b>
3/23 Graduation	3/15 Mariners Spring Training Game & Reception, Tempe, Arizona – <b>Game Sold out!</b>
	3/16 WWU Night Out at Everett Silvertips Hockey– <b>Sold out!</b>
	3/29 WWU Night Out at Portland Trail Blazers, Portland – <b>Sold out!</b>
	4/10 Rebecca Skloot, Western Reads author—PAC
	4/16 Executive Committee Meeting
	4/18 Student Alumni Member Coffee Hour with Employers prior to Career Fair—Campus
	4/19-28 Travel Program: Antebellum South Riverboat Cruise
	4/20 Alumni Board of Directors meeting
	4/20-28 Travel Program: Mediterranean Marvels
	4/20 San Diego Chapter reception
	5/16 Alumni Awards programs and dinner
	5/16-19 Back2Bellingham Alumni & Family Weekend
	5/18 Golden Vikings Brunch & Induction Ceremony—Class of 1963

**UPCOMING PROGRAMS:**

<b>Student Programming</b>	<b>Broad Based Alumni Programs</b>
On-going ASK! Promotion	6/20 New Alumni Board of Directors Orientation
On-going GYBO/Western Wednesday events	6/21 Alumni Board of Directors Meeting & Strategic Planning Session and Annual Dinner
6/12-13 Senior Celebration	6/27 Western in Minnesota: Networking Happy Hour in Twin Cities
6/15 Graduation	7/12 Dinner and “Chicago” Performance, Everett
	7/18-19 Grandparent’s U Classes, Campus
8/22 Senior Celebration	8/2 Western in Washington D.C. Networking Event
8/24 Graduation	8/4 Reception and tour of LeMay Museum, Tacoma
	8/5-8 Grandparent’s U, Anacortes
	8/12-13 Grandparent’s U, Seattle
	8/14-27 Travel Program: British Isles and Norwegian Fjords
	8/24 Lopez Island Bike Ride



## Capital Program Report

Board of Trustees

June 14, 2013

### **MAJOR / INTERMEDIATE CAPITAL PROJECTS**

- **Carver Academic Renovation**

The Carver Academic Renovation project is approximately 75% complete with the contract document phase. The design team continues to refine the documents, integrating all building systems and finishes, and meeting with the University's project representatives to further develop individual room information regarding finishes, equipment and furniture. Design work is scheduled to be complete by the end of the summer 2013. Construction activities are delayed until Western receives construction phase funding.

- **Fraser Hall Renovation**

Work to connect the new building systems within Fraser to the University's mechanical and electrical systems is underway. Interior finishes are being installed. Exterior waterline work is scheduled to begin the week of June 17 after classes are complete.

The project is on schedule for August 2013 substantial completion, with occupancy Fall Quarter 2013.

### **SUMMER: SMALLER PUBLIC WORKS PROJECTS IN CONSTRUCTION**

In addition to Carver and Fraser Hall projects, there are approximately eight smaller projects being executed across campus this summer. With the exception of the Multipurpose Field project, all of these projects are scheduled to be complete by the start of Fall Quarter 2013.

Summer projects:

- PW642 Mathes Hall Renovation Phase II
- PW660 Multipurpose Field (*complete spring 2014*)
- PW661 Ridgeway Alpha Renovation
- PW662 Fairhaven Entry Road Improvement
- PW663 Humanities Exterior Renewal
- PW666 Parking Lot 7G Alley Repair
- Special Project #016 Fairhaven Food Services Remodel
- Special Project #018 Ross Engineering Technology Roof Repair

For more information about the major projects, the Capital Program, and the Capital Planning Process, visit the Office of Facilities Development and Capital Budget website:

<http://www.wvu.edu/wwuarchitect/>.

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director, WWU Foundation

**DATE:** June 14, 2013

**SUBJECT:** **Development Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Provide an update to the Board on Western Washington University Foundation activities.

**Supporting Information:**

Report attached

## **OFFICE OF DEVELOPMENT**

The “Western Stands for Washington” campaign gift commitments stand in excess of \$26 million since July 1, 2011, including a recent \$500,000 commitment from Moss Adams and its employees.

The Foundation Governing Board and Campaign leadership will have their inaugural joint meeting June 25 in Seattle to discuss specifics of the campaign.

The Foundation Governing Board elected new officers. Two-year terms begin July 1 for President Dan Guy, Vice President Bruce Clawson, Secretary Jean Carter and Treasurer Marjorie Hatter. Kris Ilgenfritz will succeed Dan Guy as chairperson of the Vikings in Puget Sound committee.

The 16<sup>th</sup> Annual Seattle Business Forum raised \$130,000 for scholarships and was well regarded by the nearly 500 guests.

## **Gifts of Note**

A gift of \$40,000 as part of their \$200,000 campaign commitment from Dave and Ann Mann to support the renovation of the Learning Commons in Wilson Library.

A final disbursement of \$52,000 from the estate of Robert Swaile.

More than \$34,000 from SAE International to support the Vehicle Research Institute.

A gift of \$10,000 from Jerry and Truc Thon to support Viking Athletics

A pledge payment of \$50,000 for their campaign commitment of \$250,000 from Chad and Ginni Dreier and Doug and Hannah Drier to support the College of Fine and Performing Arts.

A pledge payment of \$300,000, completing and extending their original \$500,000 campaign commitment to \$550,000, from David and Denise Cole to support the campus-wide Cole Professorship in Entrepreneurship, housed within the College of Business and Economics.

\$25,000 from Frank and Mary King to support athletic scholarships.

A gift of \$20,000 from Genex Services to provide scholarships for Woodring students enrolled in the Rehabilitation Counseling program.

\$14,000 from Tracy and Ron Bundy to support scholarships within the College of Business and Economics.

A gift of \$15,000 from Wells Fargo Bank for sponsorship of the Business Forums.

## **Upcoming Events**

June 25/25 – Campaign Committee and Foundation Board retreat

August 7– Seattle-area President’s Society BBQ, Seattle Tennis Club

August 14 – Bellingham President's Society BBQ, home of Tony and Diana Pechthalt



**Equal Opportunity Office**  
**Staff Diversity Climate Survey**  
**Follow-Up**

**Presented to Provost's Council, April 23, 2013**

To continue assessing campus climate, the Diversity Climate Survey was administered in Fall 2012 as part of the Staff Engagement and Diversity Climate Survey (Questions 49 – 82 were developed by the Equal Opportunity Office). The Survey results are posted on the websites of the President's Task Force on Equity, Inclusion and Diversity; the Equal Opportunity Office; and the Human Resources Office.<sup>1</sup>

Although the Survey data is only one measure of Western's diversity climate, it provides a valuable indicator of staff perceptions and areas for improvement. It is critical that Vice Presidents and Deans use the opportunity presented by this Survey to address equity and inclusion concerns identified therein. Initial steps include meeting with Department Chairs, Directors and staff to discuss the Diversity Climate Survey results and develop responses relevant to your organization.

As you engage in these conversations and undertake efforts to improve the climate for diverse people at Western, some recommendations include the following:

1. Make it a top priority to ensure an inclusive environment for your organization and employees, and resource this priority accordingly.
2. Remember that fostering a diverse and inclusive workplace requires deliberate, ongoing work at all levels of your organization.
3. Facilitate and encourage candid conversations about why there are some negative diversity climate indicators and what can be done to ensure a more positive climate going forward.
4. Set the tone for an inclusive, welcoming workplace that respects and values differences.

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<sup>1</sup> The [Fall 2012 Staff Engagement and Diversity Climate Survey Report](http://www.wvu.edu/president/diversity.shtml) can be found on the webpage of the President's Taskforce on Equity, Inclusion and Diversity ([www.wvu.edu/president/diversity.shtml](http://www.wvu.edu/president/diversity.shtml)).



5. Support employee participation in affinity groups, such as the Minority Employee Council and the LGBT Advocacy Council.
  
6. Take advantage of the opportunity that searching for open positions affords. Build diverse search committees, proactively reach out to diverse potential applicants, and insist on diverse applicant pools.
  
7. Help new employees feel comfortable and welcomed in their workplace. Play a role in their professional and social integration into Western (and Bellingham if they relocate for the position).
  
8. Respond immediately if any employee uses offensive or disparaging language or exhibits inappropriate behavior, even if their intention was not to cause harm.
  
9. Make it your business to “walk around” your organization occasionally to pick up “cues” about the diversity climate. Do not assume that an open door policy will provide a “safe” or comfortable option for those feeling less included.

For additional information and assistance regarding the Diversity Climate Survey results and follow-up discussions, please contact:

Sue Guenter-Schlesinger  
Vice Provost, Equal Opportunity and Employment Diversity

Laura Eckert  
Assistant Director, Equal Opportunity Office

X3307

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Bruce Shepard by Provost Catherine Riordan

**DATE:** June 14, 2013

**SUBJECT:** **Quarterly Report on Grants and Contracts**

**PURPOSE:** Informational Item

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**Purpose of Submittal:**

Information from the Office of Research and Sponsored Programs concerning grant awards for the period January 1, 2013 – March 31, 2013 and fiscal year 2012/13.

**Supporting Information:**

- Grant awards/totals for the period 1/1/13 – 3/31/13
- Grant awards for the fiscal year 2012/13

**Grant Awards for the Period January 1, 2013 – March 31, 2013**

The total amount of grants and contracts received this period was \$ 1,445,922. This includes both new awards and additions to existing awards.

<b>Department</b>	<b>Award Total</b>	<b># New Awards</b>	<b># Additions</b>
Biology	88,417.00	1	
Campus Compact	10,200.00		1
Canadian American Studies	20,000.00	1	
CBE	215,000.00	1	
Chemistry	590,000.00	2	
Eng. Tech	50,500.00	2	
Geology	39,097.00	1	
Huxley	170,690.00	1	1
Math	256,678.00	1	
Shannon Point Marine Center	2,340.00		1
Woodring	3,000.00	1	
<b>Total</b>	<b>1,445,922.00</b>	<b>11</b>	<b>3</b>

**SUBJECT: YTD Grant Awards**

<b>Department</b>	<b>7/1/12- 9/30/2012</b>	<b>10/1/12- 12/31/2012</b>	<b>1/1/13- 3/31/2013</b>	<b>4/1/13- 6/30/2013</b>	<b>Fiscal Year 2012-13</b>
Admissions	8,000.00	-			8,000
AMSEC	305,000	286,586			591,586
Anthropology	193,564	80,898			274,462
Biology			88,417		
Border Policy	19,160	-			19,160
Campus Compact	562,519	225,000	10,200		797,719
Canadian/American Studies	12,000	77,495	20,000		109,495
CBE			215,000		215,000
Chemistry	548,251	123,864	590,000		1,262,115
Child Development	-	9,281			9,281
Economics	5,000	-			5,000
Engineering Tech			50,500		50,500
Geology			39,097		39,097
History	467,869	-			467,869
Huxley	70,905	988,411	170,690		1,230,006
Mathematics	35,000	42,000	256,678		333,678
Modern & Classical Lang.	21,481				21,481
Physical Education, Health & Rec	4,273				4,273
Science, Math & Tech Education	292,854	41,622			334,476
Shannon Point Marine Center	1,526,518	78,431	2,340		1,607,289
Woodring College of Education	720,440	4,672	3,000		78,112
<b>Total</b>	<b>\$ 4,792,834</b>	<b>\$ 1,958,260</b>	<b>\$ 1,445,922</b>	<b>\$ -</b>	<b>\$ 8,197,016</b>

GRANT AWARDS FOR THE PERIOD				Jan, Feb, March 2013			
<b>FUND</b>	<b>DESCRIPTION</b>	<b>NEW FUNDS</b>	<b>ADD'L FUNDS</b>	<b>FUNDING AGENCY</b>	<b>P.I.</b>	<b>DEPT</b>	<b>DEPT. TOTAL</b>
51162	RAPID: Socio-Technical Restoration of Hurricane Isaac Power Outages	31,737		NSF	S. Miles	Huxley	31,737
54573	Year 4 WACC VISTA Project		10,200	CNCS	J. Hine	Campus Compact	10,200
56740	Enhancing Economic Opportunities for Whatcom County	215,000		IDC - Port of B'ham	J. Shelton	CBE	215,000
55095	Characterization of Composite Panel Manufacturing	50,000		Jt Ctr, Aerospace Tech Ed	N. Hoekstra	Eng. Tech.	50,000
56742	Academic Progression in Nursing	3,000		WA Nursing Action	J. Mount	Woodring	3,000
56318	Real-Life Signal Acquisition, Analysis and Processing Lab Modules	500		ECETDHA	Y. Lin	Eng. Tech.	500
55094	School-Wide Elementary Improvement in Science and Math	256,678		OSPI	K. Markworth	Math	256,678
56743	Archives on the Arctic	20,000		Library of Congress	D. Alper	Can Am	20,000
56261	Add to Connect Ecol & Human Health Risk Assess/South River, VA		138,953	DuPont	W. Landis	Huxley	138,953
51164	RUI-Integrated Inventory of Biomes or the Arctic	88,417		NSF	E. DeChaine	Biology	88,417
51163	CAREER-Understanding and Utilization of the Sec Coord Sphere	470,000		NSF	J. Gilbertson	Chemistry	470,000
55089	Yr 2-Abalone Restoration in the Pacific NorthWest		2,340	WA Fish&Wildlife	P. Dinnel	SPMC	2,340
56320	Fluvial Analysis of Active Deformation in Yakima Fold&Thrust Belt	39,097		Battelle	C. Amos	Geology	39,097
56319	Phase 2-Development of Metal Phosphide Catalysts	120,000		Shell	M. Bussell	Chemistry	120,000
							1,445,922

256,937

330,178

858,807

1,445,922

**WESTERN WASHINGTON UNIVERSITY  
ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Steve Swan, V.P. for University Relations  
**DATE:** June 14, 2013  
**SUBJECT:** **University Relations Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

A written report is provided on the recent activities of University Relations.

**Supporting Information:**

Report Attached

**WESTERN WASHINGTON UNIVERSITY  
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS**

**REPORT FROM THE VICE PRESIDENT TO THE BOARD OF TRUSTEES**

**GOVERNMENT RELATIONS**

State Relations

April 28<sup>th</sup>, the last day of the 2013 legislative session ended without a final operating or capital budget. On April 24<sup>th</sup> Bruce spent the day in Olympia meeting with Legislative leadership and budget writers.

The Governor gave the legislature a two week rest and called them back into a 30 day Special Session beginning on May 13<sup>th</sup> scheduled to end June 11<sup>th</sup>. As of today there has been little progress in resolving the differences between the House and Senate operating and capital budget proposals. Western, along with our COP colleagues, has continued to meet with legislators and communicate what we hope will be the best outcome for the final 2013-15 operating budget for Western and higher education. We have also been working with Governor Inslee and his staff.

Within the higher education budget we have continued to emphasize the importance of new state investment, strong maintenance level funding, new money to support STEM programs and absent new state investment, tuition levels that will provide us with the resources to continue quality educational programs for our students.

Two bills important to Western were signed by the Governor. SB 5472 authorizing Western to grant applied doctoral level degrees in Audiology and SB 5559 authorizing WWU, CWU and TESC to offer Education Specialist degrees.

Federal Relations

Vice President Steve Swan, Associated Student's President Ethan Gleemaker and AS VP for Governmental Affairs Patrick Stickney were in Washington, D.C. May 20-23 for meetings with members of the state's Congressional delegation and for federal agency briefings. Meetings were held with Senator Maria Cantwell, staff of Senator Patty Murray and with Congresswomen Suzan DelBene and Cathy McMorris Rodgers and Congressmen Rick Larsen and Derek Kilmer.

Major issues discussed included federal financial programs and the DREAM Act while updates were provided on the Compass2Campus, Science and Math Teacher Preparation (SMATE) and Institute for Energy Studies programs.

Presentations about Western's Compass2Campus and Science and Math Teacher Preparation (SMATE) programs were made to senior staff of the Office of Innovation and Improvement, to the national director of the FIPSE (Fund for the Improvement of Post-secondary Education), and to staff of the Teachers for a Competitive Tomorrow. All are agencies in the Department of Education. Western's Canadian Border Policy Research Institute was also the subject of a presentation to the Deputy Director of the International Trade Administration Office of the Department of Commerce.

As has been the case each of the past three years, Western's visiting team of administrators and student leaders were saluted for their collaborative efforts on behalf of Western and its students. Many noted that this is a dynamic that is seldom seen on Capitol Hill.

## **UNIVERSITY RELATIONS**

The makeup of operational components in the University Relations Division is changing as a result of two changes this spring.

Effective May 1<sup>st</sup> Web Services became a member of the Division with the new operational name of Web Communications Technologies (Web Tech). Web Tech is responsible for designing, developing and maintaining web pages, researching and advising on web products and standards, providing designs and front-end code, and providing training and support for campus web users.

The goal of this move of Web Tech from Academic Technology and User Services to University Relations is to enhance Western's ability to provide a comprehensive, efficient, and cohesive spectrum of marketing and communications services. Web Tech will work in close physical proximity and in collaboration with University Communications and Marketing to achieve this goal.

In addition, Copy Services will be leaving University Relations and merging with Copier Services and will become a reporting entity in the Business and Financial Affairs Division. Copy Services was previously Print and Copy Services, but the print portion of that operation was phased out effective January 1, 2013. The existing Copy Services provides all volume copying on campus, while also operating a service center that meets the individual specialized copying needs for students. Copier Services provides and maintains all copiers that are housed in operational entities across campus.

The goal of this merger and change in reporting lines is to provide a single operation that maximizes efficiencies in personnel and production.

### Waterfront Development

The Port of Bellingham has issued a Request for Proposals (RFP) for the Downtown Waterfront Development. The RFP was released on May 15, 2013 and responses are due July 10, 2013. This development opportunity, in which Western plans to have a presence, includes the following specifications:

- 10.8 acres at the north end of the development (first phase) including the existing Granary Building;
- Planned investment by the Port of Bellingham for all environmental remediation;
- Planned investment by the City of Bellingham for all public utilities, arterial streets, and 3.3 acres of new parks;
- The zoning is commercial/mixed use and property is available via outright land sale or land lease.

### Western Window Television Show

The University Communications and Marketing homepage now offers a direct [link](#) to archives of the Western Window Television Show.

The Western Window Television Show continues to be produced on a monthly basis and is being televised every Saturday morning at 11 a.m. on KVOS television. The signal carries from north of Bellingham to just south of Seattle.

The show is largely produced by Western students and features stories about students, faculty and programs at Western that bring its mission to life visually. The April show includes a studio interview with internationally recognized environmentalist David Suzuki, and a moving feature story on TEAM Camp, a collaborative camp put on by Western and the City of Bellingham Parks and Recreation Department for developmentally challenged youth. Other stories include an in depth look at Western's amazing women's rowing team, and a piece on WWU students studying opera in Italy.

## **OFFICE OF COMMUNICATIONS AND MARKETING**

Our skilled professionals worked hard on a wide range of online, print, social media, video and graphic design communications and marketing, which included:

- Our staff successfully helped place a number of prominent stories in the media, including stories quoting Don Alper, director of Western's Border Policy Research Institute (BPRI), on the impact of the I-5 bridge collapse on the regional economy. Alper was quoted in an Associated Press story, which ran in hundreds of media outlets in the state, region, nation and internationally, including in the [Washington Post](#), Time magazine, and also in the Vancouver Sun, and on [Canadian Broadcasting Corp. \(CBC\) Radio](#). BPRI Associate Director David Davison was quoted on the topic in a front-page [Seattle Times story](#), and in the [Puget Sound Business Journal](#). We also assisted Alper with placing an [op-ed in the Seattle Times](#), on a proposed border fee, as well as op-eds by [Deans Dan Guyette and Brian Burton](#), and on [Western's Institute for Energy Studies](#) in the Bellingham Herald. And our staff also helped place media stories on Western's record number of Fulbright scholars, including in the [Seattle Times](#).
- Our staff also assisted with communications announcing [the resignation of Provost Catherine Riordan](#) and the naming of [Brent Carbajal](#) as her successor.
- The Western Social Media Committee, including New Media Coordinator **Matthew Anderson**, has finalized its [official guidelines and best practices for the use of social media by Western Washington University employees](#). This is a living document, however, and changes will be made to it as warranted.
- Our latest edition of Window magazine – led by editor **Mary Gallagher** – is coming out now, with stories about Western's alumni in the Peace Corps, a world-traveling photographer who works for leading publications, and a photo spread illustrating Vikings' impact on the city of Bellingham. We'll have extra content on our website at [www.wvu.edu/window](http://www.wvu.edu/window). We also recently released the spring 2013 edition of the [Soundings parent newsletter](#), with popular stories about the job market and Western's successful club sports teams.
- Efforts are also under way led by **John Thompson** in Communications and Marketing for an addendum to the current University Style Guide that would give

- guidelines for the use of the logo and brand identity in video-production work on campus.
- Booking **faculty speakers** by **Pam Smith** through [Western's Speakers Bureau](#).
  - Completion of **graphic design projects** by **Chris Baker** and **Derek Bryson** with many campus offices, including: Admissions, Residence Life, Equal Opportunity Office, Athletics, Career Services, Canadian-American Studies, Commencement, Alumni, WWWU Foundation, Woodring College of Education, Academic Advising, template design for Drupal website, and design guidance to publications Klipsun, Planet magazine, Jeopardy and the Bellingham Review.

## **DATE FOR NEXT REGULAR MEETING**

- **August 22, 23, 2013**

# ADJOURNMENT

## **LUNCH – Introduction of 2013 Presidential Scholars**

### **Jeffrey Hales**

College of Business and Economics

Jeffery Hales graduates today Magna Cum Laude as the Outstanding Graduate in Management. He completed a major in Management with a concentration in International Business as well as minors in Economics and Japanese. Intelligent, creative and curious, Hales won a Boren Scholarship to study in Japan for a year. While there, he worked with his host family planting and harvesting rice and volunteered to help local tourist attractions create better business plans to attract foreign consumers. He also volunteered to help teach English to students and helped to reclaim farmland after Japan was devastated by the earthquake and tsunami of 2011. On campus, Hales was a Resident Advisor for two years then became the Assistant Resident Director of Buchanan Towers, where he developed an international programming board to create new opportunities for cross-cultural learning. After graduation, Hales plans to return to his home in Utah before going back to Japan for a year to teach English.

### **Jon Bash**

College of Fine and Performing Arts

A gifted composer, Jon Bash graduated Magna Cum Laude with a bachelor's degree in Music Composition in March and will return to Western in the fall to pursue a master's degree. Bash wrote dozens of compositions at Western, both acoustic and electronic, including work for the orchestra and wind ensemble. Bruce Hamilton, an associate professor of Music at Western, said that Bash's senior recital was one of the best student composition recitals he has attended in his 14 years at Western. Bash's music is drawn from many stylistic influences from around the world including Igor Stravinsky, Maurice Ravel, John Adams, and influences from his everyday life. He also worked as a stage hand and technician throughout his time at Western and was the director of the Viking Band. Outside of school, Bash worked with organizations that assist homeless youth and was a volunteer at the Bellingham Electronic Arts Festival. After finishing his master's degree, Bash plans to pursue a career in writing music for films and games and creating contemporary art music. Eventually, he would like to get his doctorate degree and teach at a university. He is from Sequim and is the son of Richard and Michele Bash.

### **Nora Jagielo**

Huxley College of the Environment

Nora Jagielo graduates Magna Cum Laude with a Bachelor of Arts degree in Environmental Planning and Policy and Sociology minor. Jagielo is a research assistant for Scott Miles, an assistant professor of Environmental Studies, for a study funded by the National Science Foundation on the social impacts of Hurricane Isaac. Miles praises Jagielo's excitement and acumen for research. Jagielo was recently named the 2012 Volunteer of the Year by Whatcom County Sheriff's Office Division of Emergency Management and Whatcom Unified Emergency Management. After graduation, Jagielo plans to spend a week in Boulder, Colo., to attend the Natural Hazards Center Workshop and present her research. She hopes to go to graduate school in the next few years and become a university professor who specializes in the social aspects of disasters. She is the daughter of Tom Jagielo and Hannele Buechner.

**Maria Guzman**

Woodring College of Education

Maria Guzman stands out as a talented and unique student in an exceptional class of Woodring students. She graduates from Western with a bachelor's degree and a major Language, Literacy and Culture, along with endorsements in Elementary Education and Bilingual Education, Reading and English Language Learners. She has a passion for learning that stems from her own curiosity, but also for the benefit of her students and the community she serves. She helped developed and launched the mentorship programs Youth for REAL and ALTO, and took a primary leadership role in Youth for REAL at Shuksan Middle School. She has mentored younger students through Western's MEChA club, and served on multiple committees for Woodring, including search committees for tenure track professors. She has also met with donors and trustees as a representative of Woodring, speaking as a beneficiary of scholarships. A bilingual student from an agricultural background, Guzman brought tremendous cultural assets to her work as a student teacher in a bilingual kindergarten class in Burlington. Guzman is an accomplished spoken word poet, as well. She performed in Western's Vagina Memoirs and presented a spoken word piece at the Migrant Youth Leadership Conference. She was also a part of Western's Baile Folklorico group for three years, which performed traditional Mexican folk dances on and off Western's campus. After graduation, Guzman will be a bilingual teacher in the Seattle Public School District and in a few years hopes to attend graduate school and enter an Educational Administration Program.

**Alyne Sanchez**

College of Humanities and Social Sciences – Humanities

Alyne Sanchez is devoted to social justice and serves as a voice for minority students on campus and people in the community. Graduating with a bachelor's degree in Communication and Political Science, Sanchez's senior thesis examined how students of color perceived their learning experiences. She investigated the types of communicative messages that devalue students of color and adversely affect students' participation and learning in classes. She also identified strategies that may enhance the classroom experiences of student of color and all others. Since freshman year, Sanchez was involved in the Latino Student Union, the Black Student Union and MEChA. She served as the co-chair for MEChA and helped create a scholarship for undocumented students at Western. Sanchez has also worked with the Office of Admissions to promote university education among the Latino community in Bellingham. Sanchez participated in Scholars Week and will present her senior thesis at the annual meeting of the International Communication Association in 2014. Sanchez strives to be a role model to her peers and underclassman to show that anything is possible. She is the daughter of Maria Guadalupe.

**Ayana Robinson**

College of Humanities and Social Sciences – Social and Behavioral Sciences

Ayana Robinson graduates today Cum Laude as the Outstanding Graduate in the Anthropology Department and a major in Biology - Anthropology. While excelling in research, Robinson was very active as a mentor, peer adviser and tutor to her fellow students. Her enthusiasm to learn new things and ability to solve complex problems made her a key member of the research team of Clint Spiegel, associate professor of Chemistry. In the Anthropology Department her paper on the prevention and treatment of a common obstetric problem in in Sub-Saharan Africa was nominated for a research award. She was a mentor for new and diverse Students through the Admissions Office's HANDS program since October 2011. Here she helped train and coordinate new mentors and helped coach high school students on how to get admitted into college. She received the Above and Beyond Award from the Office of Admissions and the Strongest Leader Award by fellow mentors. She also participated as a Tour Day Volunteer for Compass2Campus and was a peer adviser for the Wellness Outreach Center. She will attend Boston University in the fall and hopes to get her master's degree in Public Health. She will also start working with the Peace Corps next summer.

**Morgan Schurr**

College of Sciences and Technology

Morgan Schurr exemplifies a student who truly goes above and beyond. Schurr was chosen for her excellence in the classroom as well as in the research lab. She graduates Magna Cum Laude with a bachelor's degree in Biochemistry and a minor in Spanish, with a GPA of 3.98. She was active in Western's Honors Program and in a research group in the Chemistry Department. She co-authored a publication in a peer-reviewed journal and received numerous awards and scholarships during her time at Western, including the Chemistry Department's prestigious two-year Knapman Scholarship. Schurr was a Chemistry tutor at Western and as co-president of Western's Chemistry club, she reached out to elementary students to educate them about science. During the summer of 2010, she worked as a quality control checker at a cherry orchard in Oregon where she was able to use her Spanish language skills to learn about the lives of migrant workers. Schurr will begin medical school at St. Louis University in the fall and hopes to become a primary care physician serving diverse populations. Schurr is from Portland, Ore. and the daughter of Scott and Sarah Schurr.