



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
AGENDA**

Thursday, August 15, 2024

Location: Lakewood, 2410 Lake Whatcom Blvd, Bellingham, WA 98228

Audiocast: <https://wp.wvu.edu/live/>

Time: 10:00 a.m.

- 1. CALL TO ORDER**
10:00 – 10:01
- 2. BOARD WORK SESSION**
10:01 - 2:15
- 3. EXECUTIVE SESSION**
2:15-3:00

Authorized by RCW 42.30.110(1)(g) - to review the performance of a public employee.

- 4. ADJOURN**

Friday, August 16 2024

Location: Western Washington University, Bellingham, WA, Board Room, Old Main 340

Audiocast: <https://wp.wvu.edu/live/>

Time: 8:00 a.m.

- 5. CALL TO ORDER**
8:00 – 8:01
- 6. APPROVAL OF MINUTES**
8:01 – 8:05

- a. Board of Trustees Regular Meeting, June 13-14, 2024

7. PUBLIC COMMENT

8:05 – 8:15

8. BOARD CHAIR REPORT

8:15 – 8:35

- a. **ACTION ITEM: RESOLUTION 2024-03, RECOGNIZING WWU WOMEN’S ROWING TEAM**
- b. **ACTION ITEM: RESOLUTION 2024-04, WELCOMING TRUSTEE TINA EKHTERAEE-SANAEE**
- c. **ACTION ITEM: RESOLUTION 2024-05, RECOGNIZING THE SERVICE OF TRUSTEE SUE SHARPE**

9. UNIVERSITY PRESIDENT REPORT

8:35 – 8:45

10. FACULTY SENATE REPORT

8:45 – 8:55

Presentation: Michael Slouber, Faculty Senate President

11. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

8:55 - 9:05

Presentation: Trustee Sue Sharpe, Chair, Finance, Audit, and Enterprise Risk Management Committee

12. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

9:05 – 9:15

Presentation: Trustee Mo West, Chair, Academic Affairs and Student Success Committee

DISCUSSION ITEMS

13. RECRUITMENT: REFLECTIONS ON 2023-24 CYCLE AND PLANS FOR 2024-25

9:15 – 9:45

Presentation: Shelli Soto, Associate Vice President for Enrollment Management

14. 2025-2027 BIENNIUM STATE OPERATING BUDGET REQUEST FRAMEWORK

9:45 - 10:15

Presentation: Nora Selander, Director of Government Relations
Becca Kenna-Schenk. President’s Office Chief of Staff

BREAK
10:15-10:30

15. S&A FEE AUDIT, PROCESS RECOMMENDATIONS
10:30-10:45

Presentation: Priya Sall, Interim Executive Director of Internal Audit

ACTION ITEMS

16. APPROVAL OF S&A FEE DISTRIBUTION
10:45–10:50

Presentation: Melynda Huskey, Vice President for Enrollment and Student Services
Michael Sledge, Executive Director of Student Life

17. APPROVAL OF 2025-2027 BIENNIUM STATE OPERATING BUDGET REQUEST
10:50 – 11:00

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget

18. APPROVAL OF SUMMER QUARTER DEGREES
11:00 – 11:05

Presentation: Brad Johnson, Provost and Executive Vice President

INFORMATION ITEMS

19. WRITTEN REPORTS
11:05 – 11:15

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Affirmative Action Programs Report

20. TRUSTEE REMARKS
11:15 – 11:25

21. DATES FOR NEXT REGULAR MEETING: October 17-18, 2024 in Bellingham, WA

22. ADJOURN

01 CALL TO ORDER

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

TO: Members of the Board of Trustees
FROM: Faith Li Pettis, Chair, Board of Trustees
DATE: August 15, 2024
SUBJECT: **Board Work Session**
PURPOSE: Work Session

Purpose of Submittal:

The Board of Trustee will have a work session devoted to planning for 2024-25.

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

TO: Members of the Board of Trustees

FROM: Sabah Randhawa, President

DATE: August 15, 2024

SUBJECT: **Executive Session**

PURPOSE: Information Item

Purpose of Submittal:

President Randhawa will lead the Trustees in an executive session authorized by RCW 42.30.110(1)(g) - to review the performance of a public employee.

04 ADJOURN FOR THE DAY

05 CALL TO ORDER

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: August 16, 2024
SUBJECT: **Approval of the Minutes**
PURPOSE: Action Items

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:

- a. Board of Trustees Regular Meeting, June 13 & 14, 2024



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES**

Thursday, June 13, 2024

Location: Western Washington University, Bellingham, WA, Board Room, Old Main 340

Time: 3:00 p.m.

Attendance:

Sabah Randhawa, President

Faith Pettis, Chair (on Zoom)

Chris Witherspoon, Acting Chair

Max Stone, Trustee

Sue Sharpe, Trustee

Chase Franklin, Trustee

Ash Awad, Trustee (on Zoom)

Mo West, Trustee

John Meyer, Trustee

Jefferey Grant, Assistant Attorney General

Kerena Higgins, Assistant Attorney General

Rebecca Hansen-Zeller, Executive and Liaison to the Board of Trustees

Elissa Hicks, Government Relations and Board of Trustees Policy Coordinator

1. CALL TO ORDER

Acting Chair Chris Witherspoon called the June 13, 2024, meeting to order at 2:33pm in the Western Washington University Board Room.

2. EXECUTIVE SESSION AS AUTHORIZED BY RCW 42.30.110(1)(i)(i)

At 2:33pm, Acting Chair Witherspoon announced that the Board is going into Executive Session for 30 minutes. This Executive Session is exempted from the open meeting requirements under RCW 42.30.110(1)(i)(i).

The Board welcomed people into the public session at 2:14pm.

3. PEACE CORPS: RECOGNITION OF STUDENTS AND STAFF

Presentation: Ryan Larsen, Executive Director, Institute for Global Engagement
Jerry Smith, Peace Corps Recruiter
Trent Kibler, WWU Student and Peace Corps Volunteer going to Senegal
Chloe Manske, WWU Student and Peace Corps Volunteer going to Panama
Daniela Mahecha, WWU Alumni and Peace Corps Volunteer who served in Costa Rica

Acting Chair Witherspoon congratulated the staff team on long-term success of the program. He enthusiastically acknowledged the recent news that WWU is #1 among medium-sized colleges and universities for the number of graduates we have sent to volunteer in the Peace Corps. He noted that the global impact of our alumni is remarkable and invited the presenters to share more about WWU's program and their experiences as Peace Corps volunteers.

Executive Director Ryan Lewis gave context on how WWU's Peace Corps fits within the Institute for Global Engagement. He shared the breadth of international programming that fit under the Institute's umbrella. He also informed the Board that Western is fairly unique in having an embedded Peace Corps recruiter to help students navigate their applications. Jerry Smith, the Peace Corps Recruiter embedded at WWU, shared a bit about his experience serving in the Peace Corps in Niger and how that service helped launch his career after he returned. He explained the structure of the Peace Corps and how it encourages people-to-people exchanges. There is extensive in-country training for volunteers prior to beginning their work in one of six specified job fields.

Chloe Manske shared their motivation for entering the Peace Corps. They shared a bit about the competitive application process and how Panama became the country they are headed to in February 2025. They will serve as a Sustainable Agriculture Extension Promoter. After three months of in-country training, they will serve for two years and then use a Peace Corps scholarship to apply to graduate school.

Trent Kibler shared a bit about himself and his studies at Western. After an extensive application process, he leaves in September to volunteer in Senegal as an Urban Agricultural Extension Agent.

Trustee John Meyer inquired about the acceptance rate for Peace Corps volunteers. It is estimated that the national acceptance rate is around 22%.

Daniela Mahecha graduated from Western in 2018. Following her time at WWU, she served in the Peace Corps in Costa Rica. She shared a bit about how her study abroad in Spain and other experiences led her to applying for the Peace Corps. She wanted to serve in Latin America and was grateful to have a choice in where she served. She served as a Community Economic Development Volunteer. She shared her experience about the three-month training, the first six months of research to narrow in on potential projects, and then seeing those projects through. Upon return, her Peace Corps experience was something she was able to draw on when entering the job market.

Acting Chair Witherspoon remarked on how inspiring the student experiences are and wished them luck in their future volunteer service and careers.

4. WWU WOMEN'S ROWING TEAM: RECOGNITION OF NCAA DIVISION II NATIONAL CHAMPIONS

Acting Chair Witherspoon acknowledged the many successes of WWU's Spring programs, including the Varsity Women's Softball Team and the Club Men's and Women's Rugby Teams. He invited Athletic Director, Jim Sterk, to introduce the Women's Rowing coaches to share about the team's dedication, and their many successes this season. 2024 marks the 9th time WWU has won the national title in rowing.

Athletic Director Sterk thanked the coaches and introduced each of the rowers, many of whom were in attendance. Assistant Coach Courtney Moeller shared details about the team's trials and successes throughout the season.

The Board and attendees stood to applaud and recognize the team. The Board will formally celebrate their National Champion status by presenting them with a Resolution to add to the trophy case in August 2024.

ADJOURNMENT

The meeting adjourned for the day at 3:56pm.



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES**

Friday, June 14, 2024

Location: Western Washington University, Bellingham, WA, Board Room, Old Main 340

Time: 8:00 a.m.

Attendance:

Sabah Randhawa, President

Chris Witherspoon, Acting Chair

Max Stone, Trustee

Sue Sharpe, Trustee

Ash Awad, Trustee (on zoom)

John Meyer, Trustee

Mo West, Trustee

Chase Franklin, Trustee

Kerena Higgins, Assistant Attorney General

Jacqueline Hughes, Chief Diversity Officer and Executive Director for the Office of Equity

Joyce Lopes, Vice President for Business and Financial Affairs

Kim O'Neill, Vice President for Advancement, Executive Director for the Foundation for WWU & Alumni

Brad Johnson, Provost and Executive Vice President

Donna Gibbs, Vice President for University Relations and Marketing

Becca Kenna-Schenk, President's Office Chief of Staff

Keara Ryan, AS President

Brandon Dupont, Faculty Senate President

Liz Parkes, Associate Vice President for Human Resources

Rebecca Hansen-Zeller, Executive and Liaison to the Board of Trustees

Elissa Hicks, Government Relations and Board of Trustees Policy Coordinator

5. CALL TO ORDER

Acting Chair Chris Witherspoon called the June 14, 2024 Western Washington University Board of Trustees meeting to order at 7:34am.

6. EXEMPT SESSION AS AUTHORIZED BY RCW 42.30.140(4)(a)

At 7:34am, Acting Chair Witherspoon announced that the Board will begin with a 20-minute Exempt Session authorized by RCW 42.30.140(4)(a).

The Board returned to public session at 7:56am. Acting Chair Witherspoon welcomed attendees.

7. APPROVAL OF MINUTES

- a. Board of Trustees Regular Meeting, April 11, 2024
- b. Board of Trustees Special Meeting, May 17, 2024

The Trustees reviewed the minutes. One correction was noted for the April 11, 2024 minutes: In the Faculty Senate Report, Michael Sledge is named incorrectly as the incoming Faculty Senate President. That will be corrected to Michael Slouber.

MOTION 06-01-2024: With that correction, Trustee Max Stone MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following minutes:

- a. Board of Trustees Regular Meeting, April 11, 2024
- b. Board of Trustees Special Meeting, May 17, 2024

Trustee Mo West seconded the motion. The motion passed 7-0.

8. PUBLIC COMMENT

The Board of Trustees agenda provides for public comment per Amended RCW 28B.35.110, also known as the Open Public Meetings Act. Three individuals signed up for public comment.

Leah Lippman, faculty member at WWU, shared the work she does and expressed concerns about the MOU that was signed between the university administration and the divestment coalition. She feels that the university has fallen short in mentoring critical thinking skills and providing open and inclusive dialogue on campus.

McNeel Jantzen, faculty member at WWU, spoke critically about the administration's handling of the encampment. She reported an atmosphere of fear and divisiveness that made people feel unsafe.

Miriam Shapiro Schwartz, community member, shared the experiences of her husband who is faculty and her daughter who is a student at Western. She spoke as a Jewish community member and Board member for the Western Washington University Hillel. Her comments were critical of the administration's response to the encampment and that the diversity of opinion was stifled on campus.

9. ACTION ITEM: RATIFICATION OF WESTERN ACADEMIC WORKERS UNITED (WAWU) EDUCATIONAL STUDENT EMPLOYEES CONTRACT

President Randhawa noted that this is the inaugural agreement between WWU and the new bargaining group. He thanked members of the bargaining teams for both the administration and the union for coming to a fair agreement. He invited Gabe Wong, a representative from the WAWU bargaining team, to share a few words.

MOTION 06-02-2024 Trustee Mo West MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the Collective Bargaining Agreement between Western Washington University and the Western Academic Workers United (WAWU) for June 14, 2024, through January 31, 2027.

Trustee John Meyer seconded the motion. The motion passed 7-0.

10. BOARD CHAIR REPORT

Acting Chair Witherspoon offered reflections on the Thursday meeting where students who have impact in on the athletic fields, in the community and in the classroom were celebrated. Following a presentation on our Peace Corps program, the Trustees attended a reception with the impressive Presidential Scholars and then went to a ribbon-cutting ceremony at the Salish Sea Recording Studio at Fairhaven.

Acting Chair Witherspoon acknowledged that spring has been a busy time, and he offered his thanks to President Randhawa and his team for navigating a variety of challenges and also thanked the Trustees for their engagement as well. They attended a special meeting in May, participated in committee work and stayed carefully attuned to campus events. He shared everyone's enthusiasm for the upcoming Commencement ceremonies to celebrate the year.

He then welcomed Elissa Hicks, who is now working with Rebecca Hansen-Zeller to support the Board. Finally, with Trustee Max Stone's term ending, we expect the Governor to appoint a new Student Trustee very soon.

10a. RESOLUTION 2024-01, RECOGNIZING THE SERVICE OF TRUSTEE MAX STONE

Acting Chair Witherspoon invited Trustees to make comments and reflect on Trustee Stone's year of service. Each Trustee shared comments that spoke to Trustee Stone's strong listening skills, his thoughtful comments during committee and regular Board meetings, and his well-rounded successes at Western. The Board thanked him for his insights as a Trustee and wished him well in his bright future.

Trustee John Meyer read Resolution 2024-01 and made a motion to approve it.

RESOLUTION NO. 2024-01; A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY RECOGNIZING THE SERVICE OF TRUSTEE MAX STONE

WHEREAS, MAX STONE of South Surrey, British Columbia had the distinction of being the twenty-fifth student appointed by the Governor to the Western Washington University Board of Trustees, serving from July 1, 2023, through June 30, 2024; and

WHEREAS, MAX STONE has contributed to the increased stature and mission fulfillment of Western Washington University through his insightful and articulate engagement in numerous policy discussions and decisions affecting the University, both in meetings of the full Board and as a member of the Board's Academic Affairs and Student Success Committee; and

WHEREAS, MAX STONE prepared carefully and offered his perspectives as a student and as a fiduciary for the State of Washington; and

WHEREAS, MAX STONE has shown leadership and built community on Western's campus as Captain of the Rugby Team and President of the Philosophy Club; and

WHEREAS, MAX STONE is graduating from Western Washington University with a double major in History and Philosophy; and will receive the additional honor of being named the Presidential Scholar for the College of Humanities and Social Sciences; and upon graduation he will then be a proud Alumni of Western Washington University; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that MAX STONE 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 meeting on June 14, 2024.

Trustee Mo West seconded the motion to approve the Resolution. The Resolution passed 6-0, with Trustee Max Stone abstaining.

Trustee Max Stone thanked the other Trustees, President Randhawa and members of the Cabinet for their mentorship and support throughout the experience.

11. UNIVERSITY PRESIDENT REPORT

President Sabah Randhawa offered his thoughts on managing the many factors that were juggled on campus this spring. He felt challenged to navigate a course that brought people together. In the aftermath, he is reflecting seriously on the collective experience the community had this spring, and he shared his hope for fostering a vibrant campus culture that can live up to its institutional values during times of conflict.

President Randhawa highlighted a number of points of pride from the past few months and thanked Faculty and Staff for their continued work. Over the summer, President Randhawa and the team will be focused on the university's budget.

President Randhawa thanked Brandon Dupont and Keara Ryan for their partnership this year. Priya Sall, Interim Executive Director of Internal Audit, was invited to introduce Christy Fazio, the newly hired Senior Auditor. Joyce Lopes then introduced the new Associate Vice President for Facilities and Operations, Traci Rogstad. President Randhawa and Vice President Lopes offered thanks to Steve Hollenhorst, who served in the interim role since April 2023.

12. FACULTY SENATE REPORT

Brandon Dupont gave his final report as Faculty Senate President to the Board. He recounted some of the key work of the Faculty Senate this year, including structural changes and the hiring of a new Faculty Senate Specialist which has resulted in improved organization and record-keeping. Key Senate committees were reconstituted and have been meeting throughout the year. President Dupont also noted improvements in communication to key constituencies on campus. The forum on Academic Freedom and Free Expression was sponsored by the Faculty Senate and offered a timely discussion. An ad-hoc committee has made significant progress on revisions to the Faculty Handbook and that work will continue that project in Fall 2024. The goal is to submit that to the Board for approval in December 2024. Brandon finished by thanking faculty who served on committees and in leadership roles and thanked the Board for their partnership this year.

Acting Chair Witherspoon thanked Brandon Dupont for his leadership as Faculty Senate President and the other Trustees also acknowledged him for his thoughtful work. The Board looks forward to working with the incoming Faculty Senate President, Michael Slouber, next year.

13. ASSOCIATED STUDENTS REPORT

Keara Ryan gave her final report as Associated Students President. President Ryan began by reflecting on the past year and thanking student government members and staff advisors for working together this year. She talked about student experiences related to the encampment activities and how student government defined their role. She acknowledged the work of university administrators who worked with the encampment coalition. She also noted that the students within the encampment offered one another exceptional care and a willingness to dialogue. She is looking forward to student government engaging with the two committees that will be formed as a result of the MOU. President Ryan continued by noting that the S&A fee process should be examined for improvement. She shared her thoughts on the pilot fee to support the Food Pantry and indicated that there is a broad call to address food insecurity on campus.

Keara Ryan reported on the Associated Students election, which saw improved voter turnout and participation among candidates. She shared her excitement for next year's Associated Students leadership with Malachi Phillips as the incoming President.

She finished by thanking the Trustees and the Cabinet for their partnership.

Acting Chair Witherspoon thanked Keara Ryan for her service as a Student Trustee and as the AS President and congratulated her on her graduation.

14. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

Trustee Sue Sharpe, Chair, Finance, Audit, and Enterprise Risk Management Committee, reported on the committee's most recent strategic discussion and business meeting. The strategic discussion focused on the Capital Budget and 10-Year Capital Plan. She also noted that the Heating Conversion Project requires a new way of thinking about how we use energy and thanked staff and Trustees for their continued work on it. The business meeting covered budget issues that will come before the Board at this meeting. Committee Chair Sharpe also noted the work of Internal Audit and commended the office on the S&A audit and President's expenditure audit.

15. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Academic Affairs and Student Success Committee Chair, reported that the committee had a presentation and discussion about campus climate the ongoing dialog with the student encampment leaders and some of that information will be presented by Chief Diversity Officer Jacqueline Hughes later in the meeting. The committee also met with Keith Russell who is the Dean for Humanities and Social Sciences. Jacqueline Hughes also highlighted the recent Day of Community Building and shared perspectives from the student panel. Vice President Huskey shared information on the incident command structure. Provost Brad Johnson shared the commendations and recommendations from the accreditation visit from NWCCU.

DISCUSSION ITEMS

16. CAMPUS CLIMATE

President Randhawa introduced Melynda Huskey, Vice President for Enrollment and Student Services, and Jacqueline Hughes, Chief Diversity Officer & Executive Director for the Office of Equity. Vice President Huskey shared a student development perspective on challenges that have been faced in the past year. She acknowledged the enrollment and student services staff and the work they do on behalf of students. Administrators and staff will evaluate the response to spring events and learn from them. One focus for next year is building resilience, compassion and critical hope for students and the rest of the community.

Trustee Awad inquired about how the university responds to harassment claims. Vice President Huskey and Chief Diversity Officer Hughes explained the process for interpersonal harassment and discriminatory harassment as well as ways to strengthen the processes. President Randhawa also mentioned the Bias Response Team.

Chief Diversity Officer Jacqueline Hughes shared her perspective on the various roles of ADEI and plans for next year, which include treating others with respect and dignity, working across differences, increasing trust, and living up to our institutional values. The ADEI Plan contains four key pillars and will be posted online soon.

Trustee Sue Sharpe shared her thoughts on the university's role during conflict.

17. OVERVIEW OF OPERATING AND INTERCOLLEGIATE ATHLETICS BUDGET FOR FY 2024-2025

President Randhawa introduced the presentation, which was also highlighted at a recent FARM meeting. President Randhawa shared that we are tracking closely for the FY24 budget, and we are currently looking forward to forecasting what the university can expect longer term. Lower enrollment from the pandemic is currently having impact on our budget. President Randhawa shared how the university has addressed budget concerns with short-term strategies and needs to shift to more structural changes. He also framed our legislative budget requests and a focus on changes to the base budget.

Trustee Chase Franklin asked how the budget priorities connect to our strategic plan and Sabah Randhawa shared how budget priorities align strategically.

Joyce Lopes, Vice President for Business and Financial Affairs, explained that reserves will be used for the operating budget. Vice President Lopes also provided the budget picture in terms of enrollment and highlighted recruitment and retention as budget issues.

Faye Gallant, Assistant Vice President for Strategy, Management and Budget, shared the key priorities for FY25 budget which include fully funding instruction, fulfilling compensation commitments, and having a sound fiscal policy and management of reserves. With those priorities in mind, the FY25 budget recommendations are to request a 70% compensation split with the state for compensation increases, rely on one-time strategies such as use of reserves, include the full cost of instruction, preserve capacity for recovery and fulfill compensation commitments. Rebuilding reserves to 10% remains a priority. Associate Vice President Gallant also shared funding that was allocated during the supplemental budget session. She also shared one-time strategies that will be employed to continue to fill the gap between recurring revenues and expenditures.

Trustee John Meyer inquired about how the use of funds from the potential property sale will be allocated and expressed concerns over using reserves to fill budget gaps. Trustee Chase Franklin asked how the property sale aligns with the timing for the budget process.

Faye Gallant also gave a brief overview of the Athletics budget for 2024-25. The past few years, there has been a deficit in the Athletics budget, partly due to lower self-sustaining fee revenues being collected. Jim Sterk, Athletics Director, is committed to developing a five-year business plan for Athletics.

Trustee John Meyer asked about how the political landscape lends itself to having our legislative requests prioritized among legislators. Chief of Staff, Becca Kenna-Schenk, explained dynamics surrounding the compensation fund-split request and the request for the coalition of four-year colleges advocating of re-basing the budget.

Trustee Max Stone asked Athletic Director Sterk how other universities are addressing Athletics deficits. Jim Sterk raised the possibility of a student fee for Athletics, needing to increase community engagement, and leverage partnerships for sponsors and donations.

18. OVERVIEW OF CAPITAL BUDGET REQUEST FOR BIENNIUM 2025-2027 AND 2025-2035 TEN YEAR CAPITAL PLAN

Vice President Lopes introduced Associate Vice President Rogstad to lead the presentation of the 2025-27 Capital budget request and the 2025-25 Ten-Year Capital Plan. She began by recognizing Rick Benner, University Architect and Senior Director for Capital Planning and Development and Facilities Development and Operations, who will be retiring soon. With the Board's approval, staff will begin preparing the budget for submission to the Office of Financial Management by September. Major goals of the request and plan include creating a physical presence on the Poulsbo campus; preserving, improving, and modernizing existing assets; improving security, safety and accessibility; and increasing sustainability. Rick Benner, and Brian Ross, Director of Capital Budget and Public Works Procurement, Facilities Development and Operations, reviewed priority capital projects and how they will be funded.

ACTION ITEMS

19. APPROVAL OF FY 2024-2025 OPERATING BUDGET

Following the overview presentation, Acting Chair Witherspoon requested a motion to approve.

Trustee John Meyer expressed concern over the sale of assets for operations. President Randhawa explained that there are very limited future uses for the properties being sold. The funds from the property sale will temporarily fill budget gaps but will ultimately be put toward endowments for marine research, student clubs and other targeted purposes.

MOTION 06-03-2024: Sue Sharpe MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2024-2025 annual state operating expenditure budget of \$235,674,631, to be supported by projected revenues of \$232,016,178 and use of reserves of \$3,658,452.

Trustee Chase Franklin seconded. The motion passed 7-0.

20. APPROVAL OF FY 2024-2025 INTERCOLLEGIATE ATHLETICS BUDGET

MOTION 06-04-2024: Chase Franklin MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2024-2025 intercollegiate athletics operating budget of \$8,066,698 consisting of tuition and S&A fees in the amount of \$3,905,422 and waiver allocations, self-sustaining and other revenues of \$3,189,024.

FURTHER MOVED, that the University develop a five-year plan to address the remaining operating deficit in the intercollegiate athletics operating budget in accordance with Substitute Senate Bill 6493, balancing expenditures with revenues across multiple fund sources.

Trustee Mo West seconded the motion. The motion passed 7-0.

21. APPROVAL OF 2025-2027 CAPITAL BUDGET REQUEST AND 2025-2035 TEN YEAR CAPITAL PLAN

MOTION 06-05-2024: Trustee John Meyer MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves the 2025-2035 Capital Plan, which includes the 2025-2027 Capital Budget Request from State-appropriated funding sources estimated at \$262,116,000.

Trustee Mo West seconded. The motion passed 7-0.

22. APPROVAL OF S&A FEE ALLOCATION

Acting Chair Witherspoon noted that as part of today's action, the Board is asking administration to look carefully at the process for determining S&A fee allocations and help Trustees understand how those funds are allocated to support all students.

MOTION 06-06-2024 Trustee Chase Franklin MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President and various constituent review committees, approve the 2025-2026 fee levels of the mandatory Services & Activities Fee at a 4% increase to the non-bond pledged portion, an effective rate of 3.49% on the entire fee. The quarterly fee will increase \$8.75 per quarter, and \$26.25 per academic year, prorated for students taking fewer than 10 credits.

FURTHER MOVED, that the Board requests that University administration review the allocation process before it is presented for approval next year.

Trustee Sue Sharpe seconded the motion. The motion passed 7-0.

23. RESOLUTION 2024-02: APPROVAL OF GROUND LEASE WITH OLYMPIC COLLEGE

President Randhawa thanked people for their support for the expansion including the City of Poulsbo, Senator Drew Hansen and staff member Becca Kenna-Schenk and Assistant Attorney General Julie Nichols for their work with Olympic College. Becca Kenna-Schenk shared details of the process and final agreement. The material terms of the ground lease were approved by the Olympic College Board in May and now the WWU Board is taking action to approve. Following approval, both the Olympic College Presidents and WWU President will sign the agreement. Acting Chair Witherspoon commented on the complexity of the work to get to this point.

Trustee Sue Sharpe to read the Resolution and made a motion to approve the ground lease.

RESOLUTION NO. 2024-02 WESTERN WASHINGTON UNIVERSITY RESOLUTION TO APPROVE GROUND LEASE WITH OLYMPIC COLLEGE

WHEREAS, since 2013, Western Washington University (“WWU”) and Olympic College have collaborated in offering 4-year degree programs to students through 2+2 programs, in which Olympic College students obtain an AAS-T degree and then transfer to WWU to obtain bachelor’s degrees in these fields.

WHEREAS, through collaborative outreach and recruitment efforts, WWU and Olympic College will jointly benefit from increasing the number of students enrolled in these 2+2 degree programs at the Olympic College Poulsbo campus;

WHEREAS, beginning in the 2015-17 budget cycle, the Washington State Legislature allocated funds to WWU to expand baccalaureate and graduate level degree programming on the Kitsap and Olympic peninsulas;

WHEREAS, the Presidents and Trustees of WWU and Olympic College have held discussions to develop a collaborative plan for WWU’s expansion on the Olympic College Poulsbo campus;

WHEREAS, WWU intends to request funding for the design and construction of a new academic building on the Olympic College Poulsbo campus in the State’s 2025-2027 Capital Budget and WWU has started working on the preliminary design of this proposed building;

WHEREAS, WWU wishes to enhance its presence in the Kitsap and Olympic Peninsulas including the addition of new bachelor’s degree programs in sociology, data science, and industrial and systems engineering and graduate degree programs in social work and nursing (“Programs”) by constructing a new, approximately 40,000 SF academic facility on a portion of the Olympic College Poulsbo campus;

WHEREAS, by collocating WWU’s Peninsulas operations on the Olympic College Poulsbo campus, WWU and Olympic College will both benefit from shared use of facilities, such as classroom and lab space, and use of WWU’s Cyber Range Center for educational purposes;

WHEREAS, this continued partnership will allow WWU and Olympic College to expand their support to students across both institutions;

WHEREAS, WWU and Olympic College have substantially agreed to the material terms of a ground lease that allows for a single, approximately 40,000 SF building to be paid for and constructed by WWU at the Olympic College Poulsbo campus; and

WHEREAS, on May 21, 2024, the Board of Trustees of Olympic College adopted a resolution approving the material terms of the draft ground lease and delegated authority to the President of Olympic College to approve the final ground lease; therefore,

BE IT RESOLVED, that the Board of Trustees of Western Washington University approves the ground lease in Attachment A to the Board materials, for a single building to be constructed by WWU at the Olympic College Poulsbo campus and authorizes the President or his designee to sign the ground lease.

APPROVED by the Board of Trustees of Western Washington University at its meeting thereof duly and regularly held this 14th day of June 2024.

Trustee John Meyer seconded the motion for approval. The motion passed 7-0.

24. APPROVAL OF REAL PROPERTY SALE

Vice President Lopes explained the process used to evaluate the properties and assess their value. Many properties are being retained for opportunities for future development. Those that are being considered for sale are either remote, no longer useful in alignment with what the property was intended for, or small residential properties. If approved, the identified properties will be listed for sale.

MOTION 06-07-2024: Trustee John Meyer MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the sale and retention of real property as identified on Attachment A owned by Western Washington University.

Trustee Mo West seconded. The motion passed 7-0.

25. APPROVAL OF 2024-2025 SELF-SUSTAINING ACADEMIC YEAR AND SUMMER SESSION TUITION

President Randhawa noted that this is a 3% increase which is consistent with other tuition increases.

MOTION 06-08-2024: Trustee Max Stone MOVED, that the 2024 – 25 Self-Sustaining Academic Year Tuition Rates be raised by 3% to the following rates:

- Undergraduate Course/Workshop \$307 per credit;
- Graduate Course/Workshop \$393 per credit;
- Graduate – Audiology Course/Workshop \$639 per credit;
- Graduate—Clinical Mental Health and School Counseling \$435 per credit;
- Graduate – MBA Program (Bellingham) Course/Workshop \$455 per credit;
- Graduate – Pathology Course/Workshop \$599 per credit;
- Self-Pace Course/Workshop \$170 per credit;

- Credit Option: Variable Fee \$50 to \$100 per credit;
- Continuous Enrollment \$50 flat, Viking Launch \$300 per credit;
- Undergraduate Degree Program Courses \$355 per credit;
- Graduate Degree Program Courses \$426 per credit; and
- Weekend MBA \$757 per credit.

FURTHER MOVED, that the Summer Session 2025 Tuition Rates be raised by 3% to the following rates:

- Resident – Undergraduate Summer Session \$307;
- Resident – Graduate Summer Session \$393;
- Non-Resident – Undergraduate Summer \$489;
- Non- Resident – Graduate Summer Session \$574;
- MBA – Resident – Graduate Summer Session \$455; and
- MBA – Non-Resident – Graduate Summer Session \$1,134. MBA tuition rates are banded from 10 to 18 credits.

FURTHER MOVED, that the Global Pathway Undergraduate Program tuition rate be approved at a flat rate of \$5,150 per quarter (a 3% increase from 2023 - 24).

Trustee Chase Franklin seconded. The motion passed 7-0.

26. APPROVAL OF SPRING QUARTER DEGREES

MOTION 06-09-2024: Trustee Mo West 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 2024, effective June 14, 2024.

Trustee John Meyer seconded. The motion passed 6-0, with Trustee Max Stone abstaining.

INFORMATION ITEMS

27. WRITTEN REPORTS

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Annual Grant Report
- f. Fellowship and Scholarship Report
- g. Report on Declared Majors
- h. Accessibility, Diversity, Equity and Inclusion Report
- i. Emeritus Status Report
- j. Minority and Women-Owned Business Enterprises (MWBE) Report

Acting Chair Witherspoon invited questions or comments from Trustees related to the reports. Trustee Mo West noted Shelli Soto's report on enrollment and thanked her for working through the FAFSA problems this spring. Trustee Sue Sharpe appreciated the report on Declared Majors and seeing the breadth of studies our students pursue.

28. TRUSTEE REMARKS

Trustee Max Stone shared that it has been a pleasure serving on the Board and he wants to stay involved as an alum. Trustee Ash Awad noted that the presentation on WWU's Peace Corps participation was impressive. Trustee Franklin highlighted the exceptional accomplishments of the Presidential Scholars. Trustee Mo West shared that the Salish Sea Recording Studio event was wonderful and that she engaged in conversation with Resident Assistants who shared their experiences. President Randhawa added that the donor's dedication was sincere. Trustee John Meyer shared that his granddaughter will start at Western next year. He shared his pride and her excitement. Acting Chair Witherspoon shared that he has spoken with a number of parents this year who are interested in sending their seniors to Western. Witherspoon finished by noting the challenges of the past year and thanking leadership for their work. The Trustees look forward to celebrating with the graduates and participating in the eight commencement ceremonies this weekend.

29. DATES FOR NEXT REGULAR MEETING: August 15-16, 2024, in Bellingham, WA

August will be an extended meeting and will include a daytime work session at WWU's Lakewood property on Thursday and then a Regular Meeting in the Board Room on Friday.

30. ADJOURNMENT

The meeting adjourned at 11:51am.

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

TO: Members of the Board of Trustees
FROM: Faith Li Pettis, Chair, Board of Trustees
DATE: August 16, 2024
SUBJECT: **Public Comment**
PURPOSE: Information Item

Purpose of Submittal:

RCW 28B.35.110 requires that the governing boards of regional universities provide for public comment at meetings and follow procedures for open public meetings in the Open Public Meetings Act.

Persons wishing to comment will sign in between 7:45 – 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: Faith Li Pettis, Chair, Board of Trustees
DATE: August 16, 2024
SUBJECT: **Board Chair Report**
PURPOSE: Information Item

Purpose of Submittal:

Board Chair Faith Pettis will report to members of the Board and President Randhawa and his staff on topics related to the Board of Trustees.

- a) Resolution 2024-03: Recognizing WWU Women's Rowing Team
- b) Resolution 2024-04: Welcoming Trustee Tina Ekhteraee-Sanaee
- c) Resolution 2024-05: Recognizing the Service of Trustee Sue Sharpe



RESOLUTION NO. 2024-03

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

**CONGRATULATING THE WESTERN WASHINGTON UNIVERSITY
2024 WOMEN'S ROWING TEAM**

WHEREAS, on June 1, 2024, the Western Washington University Women's Rowing Team won the 2024 NCAA Division II National Championship; and

WHEREAS, the team edged-out the second place team by one point in a tight four-way race to finish the historic season; and

WHEREAS, this victory brought home the ninth NCAA II Championship for the Vikings; and

WHEREAS, the team was the 2024 Great Northwest Conference Champions and seven student athletes earned All-GNAC Honors; and

WHEREAS, three student athletes earned All-American honors, including Division II Rower of the Year, *Mia Knipe*; and

WHEREAS, the team's accomplishments in the classroom were also impressive with fifteen student athletes earning GNAC All-Academic Awards; and

WHEREAS, the Coaching Staff was recognized as the NCAA Division II Coaching Staff of the Year; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially recognizes the Western Washington University Women's Rowing Team for its outstanding accomplishments and extends to the team the Board's sincere congratulations on behalf of the entire university community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its meeting on August 16, 2024.



RESOLUTION NO. 2024-04

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

WELCOMING TRUSTEE

Tina Ekhteraee-Sanaee

WHEREAS, beginning on July 1, 2024, Governor Jay Inslee appointed **Tina Ekhteraee-Sanaee** of Edmonds, WA to serve a one-year term ending on June 30, 2025 on the Western Washington University Board of Trustees; and

WHEREAS, **Tina Ekhteraee-Sanaee** is a student in good standing at Western Washington University pursuing a bachelor's degree with a major in Psychology, and a double minor in Theatre and Honors; and

WHEREAS, **Tina Ekhteraee-Sanaee** has a record of involvement in activities at Western including a lead mentor for Compass 2 Campus and as a research assistant in the Eating Disorder and Body Image Lab; and

WHEREAS, **Tina Ekhteraee-Sanaee** excelled throughout the student trustee application and Associated Students committee review process; and

WHEREAS, **Tina Ekhteraee-Sanaee** has declared her commitment to serve as a member of the Western Washington University Board of Trustees; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends a warm welcome to **Tina Ekhteraee-Sanaee** as she begins her term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its meeting on August 16, 2024.



RESOLUTION NO. 2024-05

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

RECOGNIZING THE SERVICE OF TRUSTEE

SUSAN K. SHARPE

WHEREAS, on October 1, 2012, **SUSAN K. SHARPE** of Bellingham, Washington, was appointed by Governor Christine Gregoire to serve a term on the Western Washington University Board of Trustees through September 30, 2018, and was reappointed for a second six-year term by Governor Jay Inslee ending September 30, 2024; and

WHEREAS, SUSAN K. SHARPE brought to her appointment the perspective of a proud WWU alumnus and her experience working as Executive Director of Chuckanut Health Foundation, Owner of Sue Sharpe Consulting, and as a health care planner, hospital manager and executive; and

WHEREAS, SUSAN K. SHARPE's service on this Board has added to an already distinguished record of community service with numerous statewide organizations and locally as a Board Member on the Northwest Economic Development Council, and Member and former President of the Bellingham Bay Rotary; and

WHEREAS, SUSAN K. SHARPE was recognized for her distinguished professional career and commitment to community service with a 2020 Lifetime Achievement Award from the Bellingham Regional Chamber of Commerce; and recognition as one of '52 Women of Whatcom,' a recognition that celebrated local changemakers; and

WHEREAS, SUSAN K. SHARPE provided outstanding leadership as Chair of the Board of Trustees and as Chair of the Board's Finance, Audit, and Enterprise Risk Management Committee; and

WHEREAS, SUSAN K. SHARPE challenged and inspired her Board colleagues and University leaders to think boldly about the future of Western Washington University, accelerating progress toward achieving Western's strategic goals and priorities; and

WHEREAS, SUSAN K. SHARPE understood the role of the Board of Trustees and articulated a clear understanding of the governance responsibilities of the Board and its committees; and

WHEREAS, SUSAN K. SHARPE, combined steadfast leadership, thoughtful engagement, and warm collegiality with a personal commitment to advancing the best interests of each member of the Western community; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that **SUSAN K. SHARPE** 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 meeting on August 16, 2024.

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

TO: Members of the Board of Trustees

FROM: Sabah Randhawa, President

DATE: August 16, 2024

SUBJECT: **University President Report**

PURPOSE: Information Item

Purpose of Submittal:

President Randhawa 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: Michael Slouber, Faculty Senate President
DATE: August 16, 2024
SUBJECT: Faculty Senate Report
PURPOSE: Information Item

Purpose of Submittal:

Faculty Senate President Michael Slouber will present brief reflections on faculty issues of interest to the Board.



Old Main 355
516 High Street
Bellingham, Washington
98225-9064
<http://facultysenate.wwu.edu>
faculty.senate@wwu.edu

August 5, 2024

Faculty Senate Report to the Board of Trustees

Dear Trustees,

While the Senate has been on summer hiatus since the June report by Brandon Dupont, the Senate office has been abuzz with activity. The latter half of June involved numerous administrative tasks relating to my transition into the role of President. Becky Johnston, Faculty Senate staff, has been an indispensable resource during this transition. Her expertise and initiative have made the shift as painless as possible.

During our talk time last month, President Randhawa and Provost Johnson asked me about what I hope to accomplish in the coming year at the Senate. This is not as simple a question to answer as it may appear. I have inherited a healthy Senate that Brandon Dupont helped to revitalize after a period of disarray. My most critical goal is to keep up this positive momentum.

From studying parliamentary procedure this summer, I learned that the President's role is more that of a facilitator than a taskmaster or director. I want every senator to understand that they have the ability to propose changes to anything during Senate meetings. I have gleaned from various past Presidents and past senators that the some faculty view the Senate unfavorably because they think that the decisions that matter are made in a top-down way. That is not how a Senate is supposed to work, and I will strive to make sure that the senators and standing committee members with whom I work feel empowered to make a difference through their contributions to shared governance.

Another major goal I have for the coming year is simply to resolve as many problems as possible. Late in the Spring Quarter, I started tracking various unresolved concerns brought to the Senate last year that are still pending, as well as new issues that are arising over the summer. That list already has twenty items! Some of these are relatively minor and will be resolved quickly in the Fall. Others are complex problems facing the faculty that will take extended discussion and coordination to address. I summarize several below.

In terms of minor issues we are working on, one is filling vacancies on standing committees and task forces, on the Senate, and on University councils where faculty seats are confirmed by the Senate. We started the summer with eight vacant Senator positions, five of which are in my own area of the Humanities (representing CHSS). This reflects a general trend in recent years of faculty feeling overextended with service duties. I have also noticed that it has to do with the distribution of constituent groups: service burdens for smaller departments are much higher than for larger departments because a department is often considered a unit needing representation on various committees, regardless of size. This results in significant inequity in the distribution of service across the University. I have drafted a plan to rectify this in my home college (CHSS), which I will bring to the college faculty governance board in the Fall. More immediately, I am also communicating with chairs to raise awareness of the need to fill these vacancies. Two of the CHSS vacancies are, it turns out, due to lack of communication; they nominated senators who are willing to serve, but this was not communicated to the Faculty Senate office.

We have plans to fix such communication gaps as well. Having the CHSS faculty governing body (“Faculty Affairs Council”) handle the nomination and communications would bring it in line with the practice outlined in the Faculty Senate bylaws. We also are seeking to build more transparency and better communication between the Academic Coordinating Commission (ACC) and the college curriculum committees. The chair of ACC, Melissa D’Eloia will meet with each college curriculum committee in early Fall quarter to give an overview of ACC, get feedback from the colleges, and improve communication. Becky Johnston is doing the same with Associated Students staff to build cohesion in our approach to shared governance.

Another vacancy issue that came up at the end of the Spring is the lack of a chair for the “Power, Equity, and Justice (PEJ) Task Force” dedicated to revising plans to change the structure of the General University Requirements (GURs). A chair was belatedly found, but this individual had to resign for personal reasons. With an April 2025 deadline for the task force, the feasibility of this body to do its work is in question. I will be meeting with various constituent groups to discuss the situation and will bring it up with the Faculty Senate Executive Council at our first meeting. Extending the deadline for the task force is one scenario we are likely to recommend to the Senate.

Another complex of unresolved issues has to do with generative AI on campus. A sizable portion of students now regularly use this technology to produce writing or coding that they submit as their own work, or to produce summaries of material they are assigned to read. Dishonest use of this technology is the core

problem, from my point of view. We discussed this at a few Senate and Senate Exec meetings last year, but at that time it seemed that the Senate as a whole was not invested in finding solutions. Disciplines that involve a significant amount of writing at the lower-division level are particularly at risk; the risk is that students who cheat in this way are failing to acquire the basic literacy and independent thinking skills that society expects from those with college degrees. This is by no means only a problem in the Humanities. Computer science faculty are also concerned that students who rely on AI to produce code are not acquiring the skills they are expected to possess. Programmers and IT systems engineers who are unable to write quality code could have disastrous consequences for business and society in the long term—the recent CrowdStrike-Microsoft fiasco is a case in point. This is not to suggest that AI will not also produce various benefits; nobody has suggested banning it on campus. Nevertheless, the risks that come with the ballooning and ever-more-difficult-to-detect trend of AI-enabled cheating call for innovative solutions. One that some faculty have already adopted is simply having students do more supervised writing in the classroom in place of what previously would have been done at home.

Another complex problem that I hope to contribute to improving in the coming year is the culture around free speech on campus. Faculty and students want to be able to freely discuss controversial topics of broad concern to society, but we face a chilling of speech related to the anxieties of our current cultural and political moment. The Faculty Senate is exploring a collaboration with Chief Diversity Officer Jacqueline Hughes to hold a year-long series of events relating to supporting free and respectful discourse. In the Fall we hope to hold workshops building student and faculty skill sets needed to engage with people who hold opposing views. Following this, the Winter quarter events would be conversations modeled by two faculty members who hold opposing views about moderately controversial topics. And in the Spring we would hope to be able to move to modeling conversations of more emotionally-charged topics of interest to society at large.

In terms of other work in the Senate office, Becky Johnston has partnered with Catalog and Curriculum Specialist Jamie Lawson to produce a web-based version of the ACC Handbook which is now live on the Faculty Senate website. They collaborated to update and correct the ACC Handbook which had not been fully reviewed or updated in the past six years. The web-based version improves way-finding and ease of use. We plan to offer a similar web-based interface for the revised Faculty Handbook. We still expect to be able to finish the revisions to the Faculty Handbook started last year by the end of Fall quarter.

We are also planning to re-engage the Faculty Senate in the 360° reviews of deans and other administrators. A Senate policy from 2009 describes the important

role we play in gathering and communicating faculty feedback on administrator performance, and we are looking forward to resuming this function.

We enter the new year with a strong cohort on the Senate Executive Council. Erika McPhee-Shaw, an Oceanographer in the Environmental Sciences department joins us a Vice-President/President Elect. Camilo Ponton, Bidisha Biswas, and Sondra Cuban continue on Senate Exec in their same roles as Secretary, Faculty Legislative Representative, and At-Large Representative respectively. Vicki Hsueh is the new UFWW president, and former ACC chair Kristi Tyran will continue on Exec in her new role as the Faculty Budget Representative. Senator Tesla Monson is serving as Kristi's Deputy Budget Representative, and Melissa D'Eloia is the new ACC Chair. And last but not least, I am happy to have Brandon Dupont continue on Senate Exec as the past president, bringing experience and institutional memory to the Executive Council. I feel confident that with this cohort supporting me, we will have another successful year at the Faculty Senate.

Sincerely,

Michael Slouber
Faculty Senate President, 2024–2025

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

TO: Members of the Board of Trustees

FROM: Sue Sharpe, Chair, Board Finance, Audit, and Enterprise Risk Management Committee

DATE: August 16, 2024

SUBJECT: **Board FARM Committee Report**

PURPOSE: Information Item

Purpose of Submittal:

Chair Sharpe will report to members of the Board of Trustees and the university president, and staff topics related to the Board FARM Committee.

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

TO: Members of the Board of Trustees
FROM: Mo West, Chair, Board Academic Affairs and Student Success Committee
DATE: August 16, 2024
SUBJECT: **Board Academic Affairs and Student Success Committee Report**
PURPOSE: Information Item

Purpose of Submittal:

Chair West will report to members of the Board of Trustees and the university president, and staff topics related to the Academic Affairs and Student Success Committee.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Shelli Soto, Associate Vice President for Enrollment Management

DATE: August 16, 2024

SUBJECT: **Recruitment: Reflections On 2023-24 Cycle and Plans For 2024-25**

PURPOSE: Discussion Item

Purpose of Submittal:

Shelli Soto, Associate Vice President for Enrollment Management will present various recruitment data points, trends and strategies related to recruitment and admissions at WWU.

Enrollment Management: Recruitment

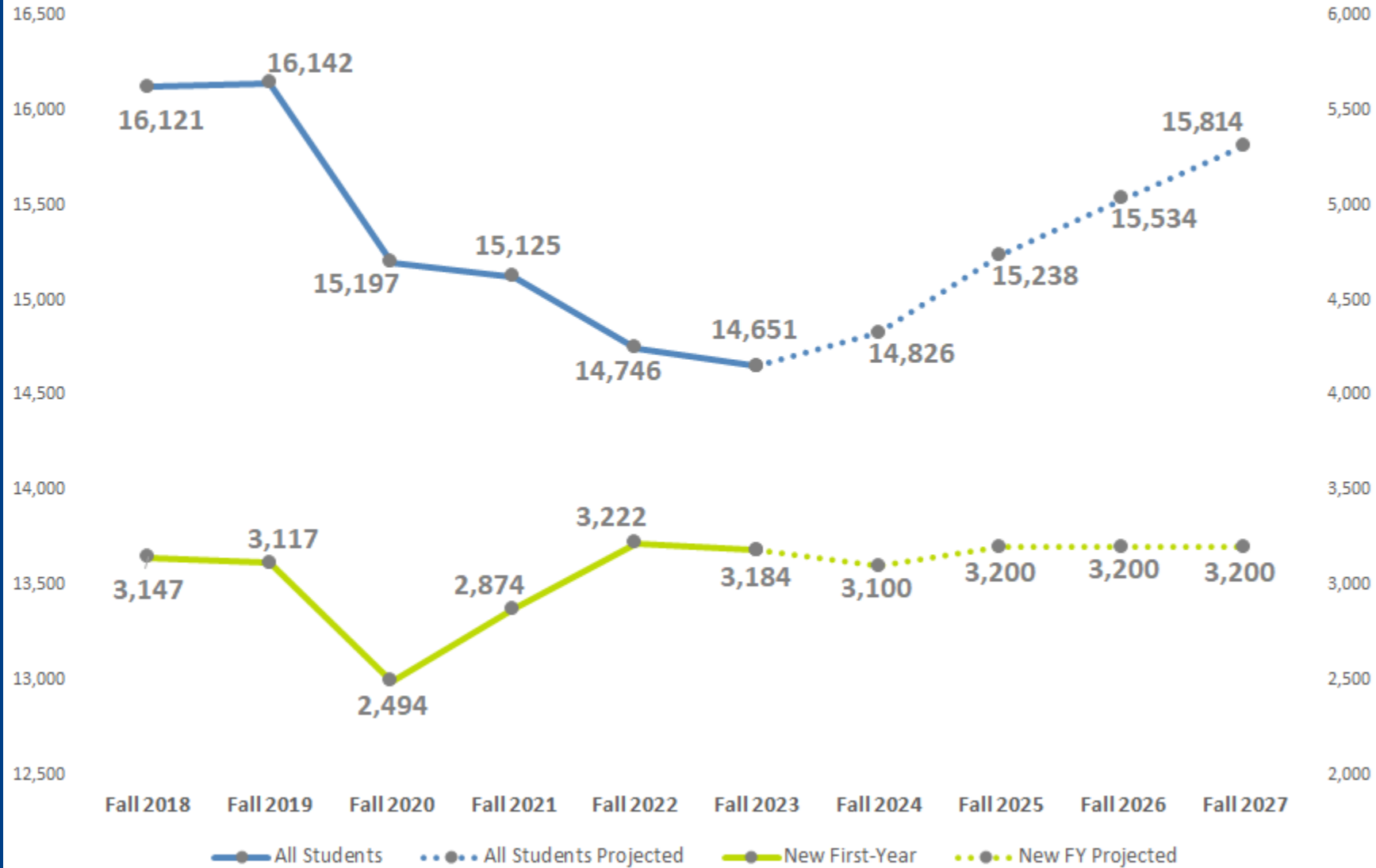
August 16, 2024
Board of Trustees



Enrollment at WWU & projections

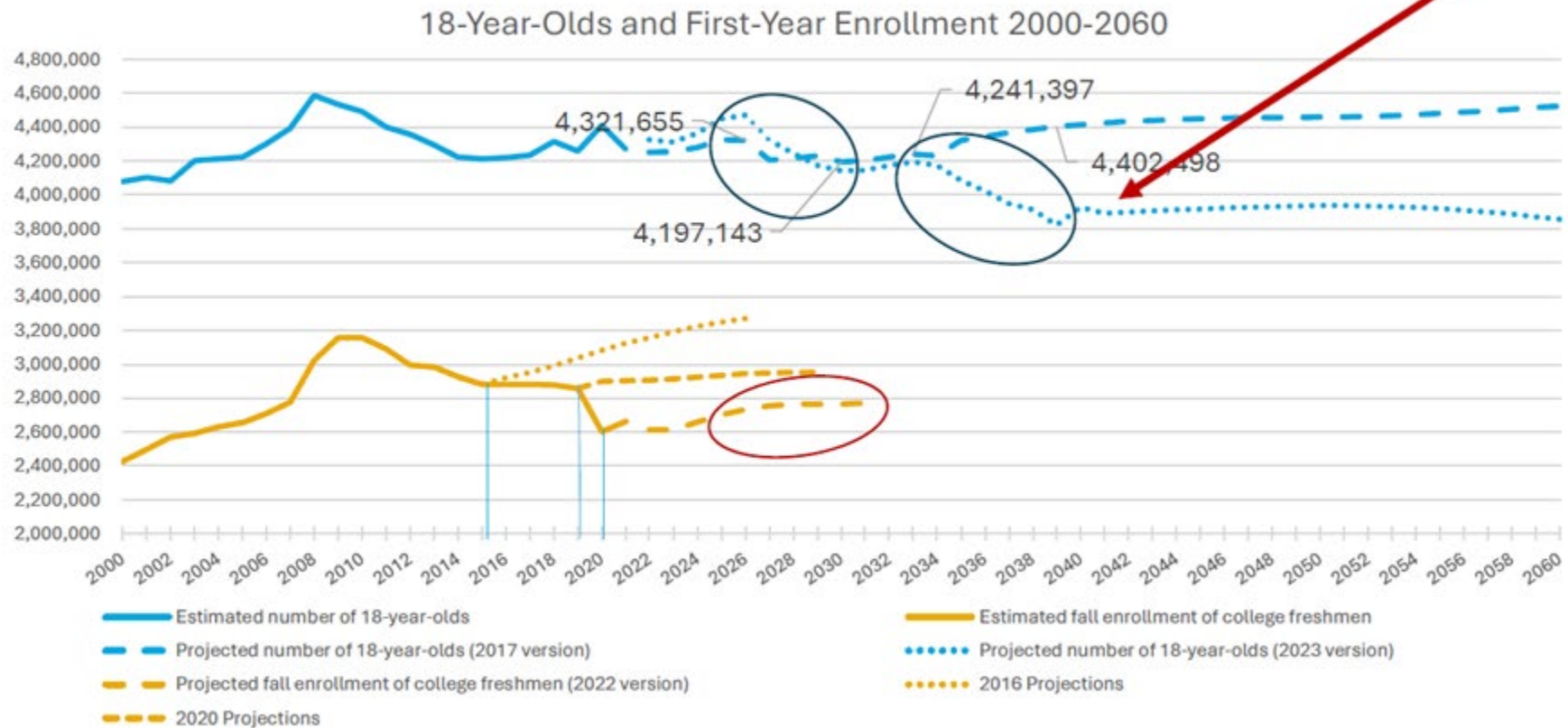
	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Fall 2026	Fall 2027
New First-year Enrollment	3,147	3,117	2,494	2,874	3,222	3,184	3,100	3,200	3,200	3,200
Total Enrollment	16,121	16,142	15,197	15,125	14,746	14,651	14,826	15,238	15,534	15,814

Fall Term Total Student Count and New First-Year Students Actual and Projected



National Landscape

New Census Data Projects TWO cliffs

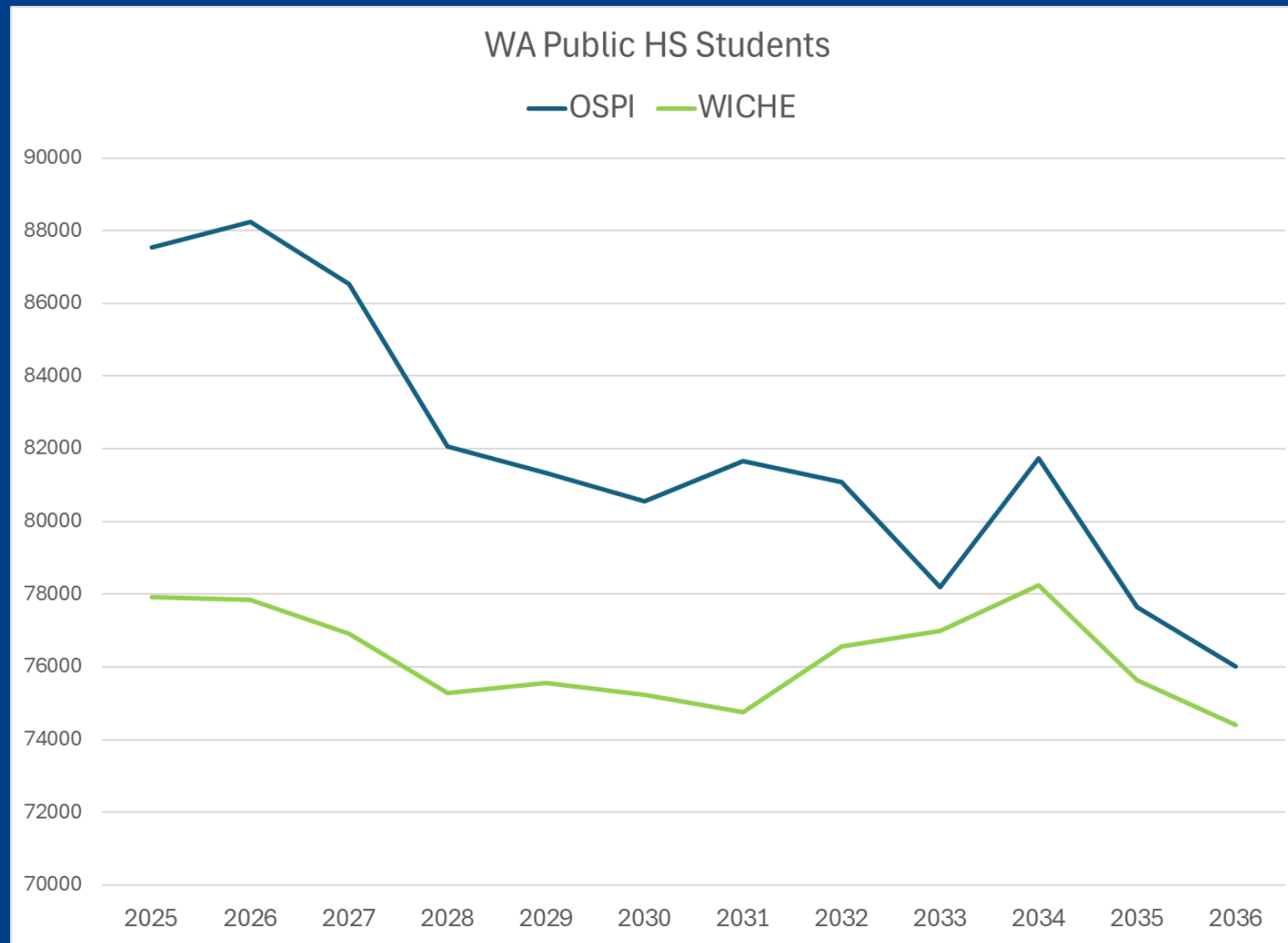


Source: Actual and Projected College Freshmen: [Digest of Education Statistics 2016, 2020, 2022](#)

Source: Estimated Number of 18-Year-Olds: U.S. Census Bureau 2017 estimates, [2023 estimates](#) (first to be based on 2020 census data)

RNL 5

Washington Landscape



Recruitment Strategies

- Messaging and outreach for use of new prospect lists
 - Contact information for all WA high school students—coming January 2025
- Direct Admit to Major
- Scholarships and Aid
 - Western Promise/Commitment
 - Institutional waivers

Transfer Admissions & Recruitment

- Trends in transfer admissions and recruitment
 - Community and Technical Colleges
 - Transfers from other baccalaureate institutions
- Staffing and WWU efforts
 - Transfer Admissions Advisor
 - Comparisons to other WA baccalaureate institutions
- Looking ahead

Thank you.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Becca Kenna-Schenk, President's Office Chief of Staff and Nora Selander, Director of Government Relations

DATE: August 16, 2024

SUBJECT: **2025-27 Biennium State Operating Budget Requests Framework**

PURPOSE: Discussion Item

Purpose of Submittal:

The proposals pending approval by the Board of Trustees to be submitted to the Office of Financial Management (OFM) for the 2025-27 State Operating Budget Request.

Overview:

- 1) Per Student Funding
- 2) Compensation
- 3) Enterprise Resource Planning Project
- 4) Maintenance & Operating Fund Shift

Proposal #1 – Per Student Funding \$21.4M

Western Washington University has consistently received some of the lowest per student funding over the past 3 decades when compared with other public four-year institutions. Over time, this policy has eroded Western's base budget causing a serious structural budget deficit. After the fundsplit policy pre-spends the vast majority of tuition dollars on compensation dollars, Western is left with very little flexibility to respond to student needs in terms of high-demand programming, critical campus infrastructure, and student support services. Since the state is contributing more dollars per student at every other institution, tuition dollars at Western simply do not go as far to cover these gaps. This implicit disincentivizing of increasing enrollments works against statewide educational attainment goals.

Proposal #2 – Compensation

Serving students and state educational attainment goals is dependent on attracting and retaining qualified employees. Given the constraints on local funds due to reasonably limited tuition increases, Western requests full funding of cost-of-living adjustments. Reinstating the policy of full funding for compensation increases will allow the university to avoid further erosion of the base budget, avoiding further cuts to academic programming and student services.

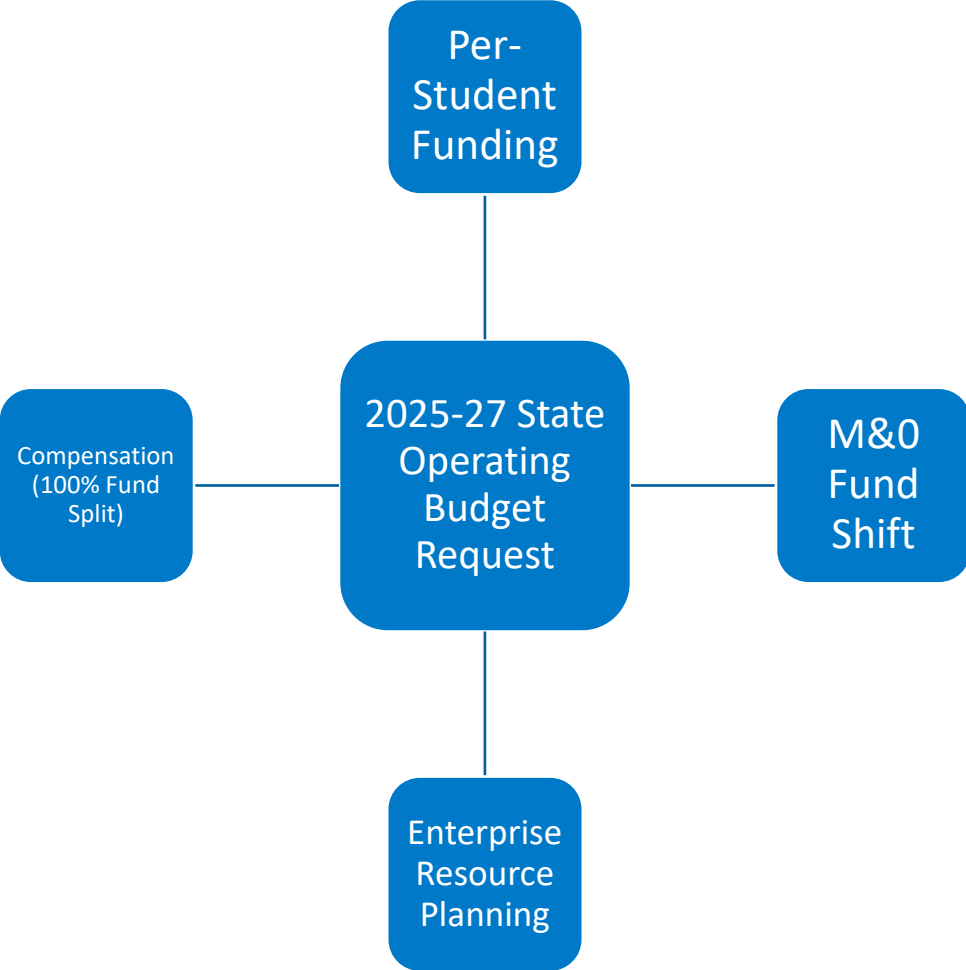
Proposal #3 – Enterprise Resource Planning Conversion \$14,917,201

Western Washington University is requesting funding to replace our aging enterprise resource planning (ERP) system, in place since early 1991, with modern software built on cloud-based architecture. The first phase will replace modules for human resources, payroll, and finance. As on premises technology becomes more costly and difficult to maintain, it's imperative Western begins system modernization to ensure continued support for basic functionality as well as critical patches and security updates. A new ERP system will give Western the administrative foundation for a better customer experience and, ultimately, support our institutional strategic plan.








Proposal #4 – Maintenance & Operation Fund Shift \$4,154,000

Maintenance and operations activities are currently funded out of the Western Washington University Capital Projects Account to the tune of \$4.154 million each biennium. This account, primarily funded by student fees and investment income managed by the State Treasurer's Office, is "[f]or the construction, completion, reconstruction, remodeling, rehabilitation and improvement of building and facilities at Western Washington University" per the Office of Financial Management. Instead of spending these fees on necessary capital improvements and minor works projects, these dollars are being appropriated to cover preventative maintenance, which is an operating expense. Western requests full funding of maintenance and operations costs to restore the original intent of the building fees account.

2025-27 State Operating Budget Request: Foundational Support for Base Budget



Western Washington University is the lowest-funded public higher education institution in the state on a per-student basis.

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	
The Evergreen State College	4,157	4,148	5,266	4,980	6,460	7,277	8,325	9,954	13,999	20,116	21,223	22,784	
Washington State University	6,170	6,165	7,130	6,747	7,733	8,620	8,805	9,095	9,650	10,274	11,175	12,838	
Eastern Washington University	3,570	3,433	3,935	3,827	4,632	5,632	5,617	5,970	7,025	8,347	9,635	12,489	
University of Washington	5,384	5,342	6,187	5,780	6,689	7,403	7,723	7,856	8,430	9,045	9,354	10,218	
Community/Technical College System	3,866	3,962	4,437	4,526	5,090	5,613	5,776	6,205	7,183	8,820	8,894	10,155	
Central Washington University	3,550	3,480	4,357	4,396	5,081	6,028	6,146	6,548	6,370	7,351	8,340	9,847	
Western Washington University	3,336	3,288	3,912	3,955	4,892	5,934	6,051	6,294	6,897	7,641	8,051	8,949	

Source: Legislative Evaluation and Accountability Program (LEAP) Committee’s “Higher Education Historical Data Report,” Updated May 2024

Difference in per student funding between WWU and CWU: \$898 per student (**\$10.725 million per year**)

Difference in per student funding between WWU and Community & Technical Colleges: \$1,206 per student (**\$15.04 million per year**)

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Priya Sall, Interim Executive Director of Internal Audit

DATE: August 16, 2024

SUBJECT: S&A Fee Audit, Process Recommendations

PURPOSE: Discussion Item

Purpose of Submittal:

Priya Sall, Interim Executive Director of Internal Audit will information to the Board of Trustees regarding the Service & Activities (S&A) Fee Committee audit.



MEMO

Internal Audit

516 High Street
Bellingham, WA 98225

To: Board of Trustees
From: Priya Sall, Interim Internal Audit Executive Director
Date: August 16, 2024
Subject: S&A Fee Audit – Process Recommendations

S&A Fee Background

Washington State Legislature *RCW 28B.15.041-.045* notes services & activities (S&A) fees are fees, other than tuition fees, charged to higher education students to fund student activities and programs. The legislature has delegated the responsibility for establishing specific S&A fee budgeting and expenditure guidelines to each higher education institution's governing board, with the expectation that students have a strong voice in recommending budgets. While there is flexibility for each institution to define its own S&A fee processes, the legislature also includes specific requirements. The RCW includes an added note that the legislature's intent is to increase transparency so that expenditures using S&A fees are clearly visible and accessible to the students who pay those fees. Because the reserve fund is included as an S&A budget type in the RCW, the intent also extends to the transparency of reserve funds.

Each year, the WWU S&A Fee Committee is responsible for evaluating existing programs and priorities, proposing the level of S&A fees assessed upon university students, proposing the distribution of S&A fees among student activities and programs, and submitting its annual budget recommendations and program priorities to the Board of Trustees for approval. S&A fees are charged quarterly to students as part of their overall tuition and fees, with the revenue dependent on student enrollment.

The S&A Fee Committee is comprised of a majority of voting student members and other non-voting university representatives. Student members represent each constituent group, including the Associated Students (AS), Athletics, Department Related Activities, Campus Recreation, and the Centers for Student Access, Community, and Intercultural Engagement.

Process Recommendations

1. S&A Fee Committee Structure & Oversight

Initial onboarding and training for S&A Fee Committee members should include appropriate conduct and consequences if proper conduct is not adhered to. Committee members should refocus on its mission to ensure participants understand its purpose of serving the university as a whole. To prevent tensions, all participants should professionally conduct themselves to identify the value of all constituent group activities objectively. Further, management could consider implementing structural changes for the S&A Fee Committee to help prevent ongoing tensions and improve culture. One option of consideration is restructuring the committee to help minimize conflict.

2. AS Reserve Balance Visibility

To adhere to RCW requirements, we recommend that the AS Finance Committee or S&A Fee Committee post reserve fund information as part of the minutes or include a disclaimer on the website stating that reserve fund information is available upon request.

3. AS Training & Succession Planning

Although there are official AS policies and procedures that document requirements at a high level, we recommend creating or enhancing any existing “desk manuals” to ensure new employees have guidance and training to complete position requirements effectively and can best oversee students.

4. AS Student Employee Budgeting

We recommend the AS use approved student job descriptions to develop wage budget line items. This might be achieved by either increasing the budget line item to actual hours advertised and reallocating S&A funds to cover student wages or reducing student hours in advertised positions to be in line with what can be supported by the budget. We also recommend reviewing the AS reserve policy to determine how best to use funds to meet the ongoing needs of students and their activities.

Management Response

Enrollment & Student Services management agrees with the recommendations and will implement suggested improvements in time for the upcoming year’s S&A fee process. Management also intends to explore further structural changes to the fee process, as requested by the BOT in June of 2024, and implement them over the next academic year.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Melynda Huskey, Vice President for Enrollment and Student Services

DATE: August 16, 2024

SUBJECT: **Approval of S&A Fee Distribution**

PURPOSE: Action Item

Purpose of Submittal:

Melynda Huskey, Vice President for Enrollment and Student Services and Michael Sledge, Executive Director of Student Life will present to the Board of Trustees information regarding the Service & Activities (S&A) Fee Committee's actions at their last meeting for the 2024-25 academic year and allocations for the next academic year.

To: Melynda Huskey, Vice President for Enrollment and Student Services

From: Michael Sledge, staff facilitator, S & A Fee Committee

Date: August 2, 2024

Subject: S & A Fee Committee Initial Recommendation for 2025-26

The Services & Activities (S & A) Fee Committee convened in spring quarter 2024. Following their work to review the fee and allocation of the fee to constituents for the 2024-25 academic year, the committee also considered the fee level for the 2025-26 year. This committee had great familiarity with the budgets of constituent members. Decisions were made in light of mandatory increases to minimum wages for student employees as well as staff wages/salaries; these strain each budget even with the maximum allowable increase to the S&A fee.

On June 5, 2024 the committee voted 7-0-0 (2 absences) to recommend a 4% increase to the non-bond pledged portion of the 2025-26 fee, an effective rate of 3.49% on the entire fee. The 2025-26 fee would increase to \$259.41 per quarter (from \$250.66 for 2024-25), or \$778.23 (from \$751.98) per academic year. Per RCW 28B.15.069 S&A fee increases are capped at 4% on the non-bond pledged portion of the fee.

The committee did not consider or provide recommendations on the allocation of the fee among constituents; the new S & A Fee Committee will do so based on updated constituent budgets during the 2024-25 academic year.

2024 S& A Fee Committee student members:

- Chris Carthum (DRAC), Chair
- Sophie Stobie (Campus Rec), Vice-Chair
- Keara Ryan (Associated Students)
- Trent Austin (Associated Students)
- William Bogar (Residence Hall Association)
- Brooke Walling (Athletics)
- Jenna Buckholt (Athletics)
- Sof Trujillo (The Centers)
- Julia Hawkins (DRAC)

Background

The Services & Activities (S&A) Fee Committee is comprised of voting student members and non-voting members. The voting members are nine students representing Associated Students (2), Athletics (2), Departmentally Related Activities Committee (DRAC) (2), Campus Recreation (1), Centers for Student Access, Community, and Intercultural Engagement (The Centers) (1), and the Residence Hall Association/RHA (1). The Committee also included a staff facilitator on behalf of the Vice President for Enrollment and Student Services. A staff member from the Vice President's office attends to record minutes. A student was selected from among, and by, the voting members to serve as this year's chairperson. The committee also includes non-voting advisors and budget experts from each of the constituent areas who support student members in understanding their work. The Services and Activities (S&A) Fee Committee operates under the authority of [RCW 28B.15.045](#) and makes recommendations on the level and distribution of S&A Fees. Per the RCW, students have a strong voice in recommending budgets for services and activities fees.

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Joyce Lopes, Vice President for Business and Financial Affairs and Faye Gallant, Assistant Vice President, Strategy, Management & Budget

DATE: August 16, 2024

SUBJECT: **Approval of the 2025-2027 Biennium State Operating Budget Request**

PURPOSE: Action Item

Purpose of Submittal:

Board approval is requested for Western's 2025-2027 Biennium State Operating Budget Request for submission to the Office of Financial Management.

Proposed Motion:

***MOVED*, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2025-2027 Biennium State Operating Budget Request of \$68,410,285 in incremental state funding in support of academic, administrative and department operations. With concurrence of the Board Chair, the President may make adjustments to the approved budget request in response to subsequent instructions from the Office of Financial Management, to advance consistency among submissions of Washington's six public baccalaureate institutions, or other adjustments as appropriate.**

Supporting Information:

Our 2025-2027 Biennium State Operating Budget Request focuses on support for the core operations of the university. Our top priorities are an increase to the state's base funding for Western's operations ("Per Student Funding," below), and full funding for compensation increases and central services ("Compensation and Fund Split," below), which we propose to pursue in alignment with the full public higher education sector. These two priorities make up the majority of our operating request (\$48.3 million total over the biennium). Additionally, as part of a sector-wide focus on base support and fixing the funding model for higher education, we propose restoring maintenance and operations funding to the base budget.

Western's core operations also include our enterprise system (currently Banner) which is due for replacement to ensure business continuity. The scale of an enterprise system replacement is beyond Western's capacity to fund internally, and the costs are included as Proposal 3, below. We also include two technical items in the proposed request: a fix to make one-time funding from the 2024 supplemental session recurring (Academic Access & Outreach), and a standard maintenance-level request for maintenance and operations funding for new square footage coming online during the 2025-2027 biennium.

Proposal #1 – Per Student Funding \$21,438,356

Western has consistently received some of the lowest per student funding over the past three decades when compared with other public four-year institutions. Over time, this policy has eroded Western's base budget causing a serious structural budget deficit. After the fund-split policy pre-spends the vast majority of tuition dollars on compensation dollars, Western is left with very little flexibility to respond to student needs in terms of high-demand programming, critical campus infrastructure, and student support services. Since the state is contributing more dollars per student at every other institution, tuition dollars at Western simply do not go as far to cover these gaps. This implicit disincentivizing of increasing enrollments works against statewide educational attainment goals. This request is for \$10.7 million per year in recurring funding, based on the gap between Western and the next-lowest funded institution of higher education in the state.

Proposal #2 – Compensation and Fund Split \$26,823,754

Serving students and state educational attainment goals is dependent on attracting and retaining qualified employees. Given the constraints on local funds due to reasonably limited tuition increases, Western requests full funding of cost-of-living adjustments. Reinstating the policy of full funding for compensation increases will allow the university to avoid further erosion of the base budget, avoiding further cuts to academic programming and student services. This request is the total for two years of compensation increases for all employee types, including those covered by collective bargaining agreements, if the state provided 100% of the funding necessary to implement the increases. In alignment with other institutions of higher education, we are also asking for the state to fully fund any central services increases in the biennium.

Proposal #3 – Enterprise Resource Planning Conversion \$14,917,201

Western is requesting funding to replace our aging enterprise resource planning (ERP) system, in place since early 1991, with modern software built on cloud-based architecture. The first phase will replace modules for human resources, payroll, and finance. As on-premises technology becomes more costly and difficult to maintain, it's imperative Western begins system modernization to ensure continued support for basic functionality as well as critical patches and security updates. A new ERP system will give Western the administrative foundation for a better customer experience and, ultimately, support our institutional strategic plan.

Proposal #4 – Fund Shift, Maintenance & Operations \$4,154,000

Following a policy change by the state during the Great Recession, maintenance and operations activities are currently funded out of the Western Washington University Capital Projects Account at a cost of \$4.154 million each biennium. This account, primarily funded by student fees and investment income managed by the State Treasurer's Office, is "[f]or the construction, completion, reconstruction, remodeling, rehabilitation and improvement of building and facilities at Western Washington University" per the Office of Financial Management. Instead of spending these fees on necessary capital improvements and minor works projects, these dollars are being appropriated to cover preventative maintenance, which is an operating expense. Western requests full funding of maintenance and operations costs to restore the original intent of the building fees account. This request is in alignment with other public institutions of higher education in the state.

Proposal #5 – Provide Recurring Funding for Academic Access & Outreach \$800,000

In the 2024 Supplemental Session, the state provided one-time, nonrecurring funding for our Academic Access & Outreach proposal. This request seeks to make that funding recurring. Western excels at supporting prospective and admitted students once they have been identified. For example, through dedicated efforts to support admitted students, 84% of Western's 2023 entering class completed the FAFSA. However, further capacity is needed to identify prospective students and cultivate their interest in and access to higher education. To best serve surrounding communities and foster college going culture among first generation and low-income students, Western intends to expand outreach capacity and bolster the long-running Compass 2 Campus program. To combat declines in postsecondary enrollment and increase availability of credentialed workers in Washington state, outreach initiatives are critical to cultivating student interest in higher education, specifically for first generation and low-income students.

Proposal #6 – Maintenance & Operations of New Square Footage \$276,874

During the 2025-2027 biennium, Western anticipates taking occupancy of the new 34,000 square foot Student Development & Success Center (projected occupancy is September 30, 2026). This request is based on recent state funding of new square footage and is expected to cover the actual costs of utilities, building and utility maintenance, custodial and ground services, operations/maintenance support, and building information technology infrastructure.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of Provost and Executive Vice
President Brad Johnson

DATE: August 16, 2024

SUBJECT: **Approval of Summer Quarter Degrees**

PURPOSE: Action Item

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 Summer Quarter 2024, effective August 17, 2024.

Supporting Information:

Lists on file with the Registrar and Graduate Dean.

<i>Students</i>	<i>August 2024</i>	<i>Comparison: August 2023</i>
<i>Undergraduates</i>	387	393
<i>Masters</i>	4	42
<i>Doctorate</i>	2 (Audiology)	11 (Ed.D.)

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: August 16, 2024
SUBJECT: **Various Written Reports**
PURPOSE: Information Item

Purpose of Submittal:

President Randhawa respectfully presents the following written reports for the Board's information from various divisions and offices around campus.

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Affirmative Action Programs Report

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of Melynda Huskey

DATE: August 26, 2024

SUBJECT: **Enrollment Management**

PURPOSE: Information Item

I. Enrollment

As we continue to turn the tide on overall enrollment numbers and move the smaller pandemic cohorts through to graduation, we are optimistic about the coming year. Though the issues with the FAFSA interrupted our path to another record-breaking year of enrollment of new first-year students, there is strong interest from students in our graduate programs, reason for optimism as to retention efforts, and a strong base to build on for the next recruitment cycle.

Summer 2024 Enrollment

Summer enrollment is up 2.9% from this time last year, at 3,549 compared to 3,450 for Summer 2023. Though we are six weeks into summer term, census day has not yet passed. It falls on Tuesday, August 20th this year.

Fall 2024 Enrollment

Spring quarter was the first quarter since before the pandemic where our overall enrollment was higher than that of the same quarter of the prior year. We will continue that trajectory going into the coming academic year, and fall quarter enrollment will show an increase over last fall. On July 17th, we paused registration for continuing students to allow for Advising & Registration for new students. There are important signals for us in the registration levels of continuing students in Phase I of registration, and those signals are very promising for Fall 2024. When we paused registration for continuing students, we had 4.6% more continuing students registered for fall classes this year than we did at the same time last year (9,506 this year v. 9,085 in 2023)—a positive sign as to the success of our retention efforts.

Fall 2024 Enrollment Outlook

In February (before the real impact of the FAFSA could be detected in student decisions), a reasonable assessment of our prospects suggested that we were on track to enroll a new first-year cohort of almost 3,300 students. Of course, things became more difficult as the issues with the FAFSA seemed to come in waves after that, and students and families struggled.

The FAFSA challenges have been extraordinary this year, but we have had some success in mitigating that impact. Among the new first-year students who have confirmed their intent to enroll this fall, a modestly larger percentage have completed a FAFSA this year than among the same group at this time

in last year’s cycle (84.1% this year compared to 81.8% at this time in the Fall 2023 cycle). The number of completed FAFSAs among our confirmed new students is on par with the number from Fall 2023, but the percentage is higher. The impact of the FAFSA challenges this year is not in those numbers but rather in the number of students who removed themselves from college-going status altogether—the decline in confirmations.

Shortly following our adjusted confirmation date (June 1st), our confirmation numbers were down 5.4% compared to the same time last year. We have continued to close that gap over the last two months and are now down less than 4%. We are monitoring performance across several indicators: reservations for Advising & Registration sessions, housing contracts with University Residences, FAFSA completion rates, and submission of measles vaccination records to inform our progress. There are some mixed signals among those indicators (e.g. FAFSA completion up, housing contracts down), but we expect to have a new first-year cohort that is similar in size to some of our larger pre-pandemic cohorts, though we will not achieve the record-levels of new first-year enrollment that we have enjoyed in the last two years.

Totals as of August 7, 2024:

New first-year students—Bellingham

	Applied	Admitted	Confirmed
2024	14,107	13,154	3,260
2023	14,238	13,001	3,395
2022	11,858	10,992	3,443
2021	10,574	10,172	3,052
2020	10,206	9,543	2,817

New transfers—Bellingham

	Applied	Admitted	Confirmed
2024	1,856	1,459	917
2023	1,954	1,515	945
2022	2,078	1,606	992
2021	1,973	1,647	1,087
2020	2,034	1,664	1,041

New transfers—other locations

	Applied	Admitted	Confirmed
2024	96	80	73
2023	86	76	66
2022	125	100	86
2021	226	155	135
2020	249	159	153

Important notes on New First-year Students for Fall 2024

- The percentage of first-year confirmed students identifying as students of color is up slightly. (30.6% this cycle, compared to 30.0% for Fall 2023)
- The percentage of first-year confirmed students identifying as first-generation college students is up slightly. (25.4% currently, compared to 24.9% for Fall 2023)
- The percentage of first-year confirmed students who are residents of Washington state is down slightly. (82.5% this cycle, compared to 82.9% for Fall 2023)

- The percentage of first-year confirmed students who participated in Running Start is up slightly. (26.6% this cycle, compared to 26.3% for Fall 2023)

Important notes on New Transfer Students for Fall 2024

- The percentage of transfer students confirmed for Bellingham who identify as students of color is up slightly from what it was at this time in the cycle for Fall 2023. (27.0% this cycle, compared to 26.5% for Fall 2023)
- The percentage of transfer students confirmed for Bellingham who identify as first-generation college students is up significantly from last year. (36.3% this cycle, compared to 32.0% for Fall 2023)
- The percentage of transfer students confirmed for Bellingham who are residents of Washington state is up slightly. (87.8% this cycle, compared to 86.5% for Fall 2023)
- The percentage of transfer students confirmed for Bellingham who are transferring from a community or technical college in the state of Washington is up modestly. (64.6% this cycle, compared to 62.2% for Fall 2023)

Much time and attention has been dedicated to **special outreach efforts in partnership with Ferndale High School and Mt Vernon High School** during this recruitment cycle. Specifically, we expanded aspects of the Washington Guaranteed Admissions Program (WAGAP) to an additional subset of these schools’ populations. *Western Match* was a program extending guaranteed admissions for students with a Grade Point Average between 2.75-3.00. While the numbers below for Fall 2024 are preliminary, they can give us some early insight to the potential impact of our work in these partnerships. (Note—activities below were in addition to our standard participation and attendance at high school visits and college fairs with these schools).

Ferndale High School

- WAGAP/Western Match application workshop: March 15; 18 students attended
- WAGAP/Western Match celebration event and next steps: May 29; 15 students attended

Fall 24-Ferndale HS	All Students	WAGAP GPA 3.00+	Western Match GPA 2.75-2.99
Records Received		124	12
Applications Submitted	50	38	2
<i>Applied %</i>		<i>31%</i>	<i>17%</i>
Admission Offered	49	38	2
<i>Admit %</i>	<i>98%</i>	<i>100%</i>	<i>100%</i>
Enrollment Confirmed	28	21	2
<i>Yield %</i>	<i>57%</i>	<i>55%</i>	<i>100%</i>

Mount Vernon High School

- WAGAP/Western Match application workshop: January 24; 10 students attended
- WAGAP/Western Match application workshop: February 5; 15 students attended

Fall 24-Mt Vernon HS	ALL	WAGAP GPA 3.00+	Western Match GPA 2.75-2.99
Records Received		164	17
Applications Submitted	68	56	6
<i>Applied %</i>		34%	35%
Admission Offered	60	50	6
<i>Admit %</i>	88%	89%*	100%
Enrollment Confirmed	28	24	1
<i>Yield %</i>	47%	48%	17%

*Note: students not admitted had either incomplete files or removed themselves from consideration.

Enrollment from Ferndale High School by year and academic performance, with projected enrollment for Fall 2024

									WAGAP & Match
Ferndale HS Enrolled	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	
GPA 2.00-2.24	1	0	0	0	0	0	0	0	0
GPA 2.25-2.49	0	0	0	0	0	0	0	0	0
GPA 2.50-2.74	0	0	0	0	0	0	0	0	0
GPA 2.75-2.99	1	1	0	1	1	1	1	1	3*
GPA 3.00-3.25	4	5	4	5	2	6	2	2	4
GPA 3.26-3.50	6	4	4	3	3	3	1	1	6
GPA 3.51-3.75	8	4	5	3	6	3	7	7	5
GPA 3.76-4.00	8	8	11	5	5	11	4	4	10
Total	28	22	24	17	17	24	15	15	28

Enrollment from Mt. Vernon High School by year and academic performance, with projected enrollment for Fall 2024

									WAGAP & Match
Mt Vernon HS Enrolled	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	WAGAP Fall 2023	Fall 2024	
GPA 2.00-2.24	0	0	0	0	0	0	0	0	0
GPA 2.25-2.49	0	0	0	0	0	0	0	0	1
GPA 2.50-2.74	0	0	1	0	0	2	0	0	2
GPA 2.75-2.99	0	3	2	3	3	3	2	2	2
GPA 3.00-3.25	3	4	12	2	2	5	7	7	6
GPA 3.26-3.50	4	1	4	7	2	4	5	5	5
GPA 3.51-3.75	4	7	12	6	7	5	5	5	6
GPA 3.76-4.00	4	4	6	7	5	13	6	6	6
Total	15	19	37	25	19	32	25	25	28

Considering the historical context, the impact of this effort is inconclusive for the pilot year. Of course, this work was commenced later in the Fall 2024 admissions cycle, so additional exploration is warranted. We will extend this effort into the next recruitment cycle, and we are working with the two high schools to get plans, data sharing agreements, and releases in place as they begin the school year. We also

anticipate some additional opportunity related to the integration of Washington College Grant information in the outreach efforts; that was interrupted by the late start and the FAFSA challenges in the spring.

Fall 2025 and Beyond

On August 1st, the Common App officially opened and launched its application cycle for Fall 2025, and we already have 22 applications for Fall 2025 since the opening. Western joins over 1,000 other [member institutions](#), vying for the attention of the next cohort of high school seniors. Despite some ongoing concerns around the FAFSA, we are hopeful going into the next year's cycle.

There are a number of new opportunities that we will be pursuing in the coming year. Among them is the development and deployment of segmented communication campaigns to all of the state's high school students and their parents. With the passage of Senate Bill 5593 (which was signed by Governor Inslee and enacted into law in 2023), the state's public baccalaureate institutions will enter into a data sharing agreement with the state's public school districts, which will allow Western the ability to capture student- and parent-level contact information for all high school students. We anticipate obtaining this data as early as January 2025 and are beginning to explore the many elements—data integration, marketing, outreach—that will enable Western to successfully make use of this resource. Beyond the opportunity to market WWU and Bellingham to prospective students, we also hope to magnify the message of “College is Possible,” particularly for those early in their high school years.

The state of Washington has roughly 78,000 students graduate from high school in a year, yet only about 50% of them end up enrolling in any type of post-secondary education or apprenticeship. To provide some additional perspective, below are the counts of how many high school seniors apply to the state's leading four-year public and private colleges and universities (Fall 2023 cohort; source [Big J Educational Consulting](#)).

Washington State University	14,526 (~18% of the state's high school graduates)
-	<i>Ranked #178 by USNews & World Report among National Universities</i>
University of Washington	13,551 (~17%)
-	<i>Ranked #40 by USNews & World Report among National Universities</i>
Western Washington University	9,616 (~12%)
-	<i>Ranked #24 by USNews & World Report among Regional Universities-West</i>
Gonzaga University	3,354 (~4%)
-	<i>Ranked #93 by USNews & World Report among National Universities</i>
Whitman College	1,105 (~1%)
-	<i>Ranked #46 by USNews & World Report among National Liberal Arts Colleges</i>

Evidence suggests that overall interest remains high, among students, in their desire to attend college. In a recent report by the Gates Foundation ([What new research tells us about students' views on college](#)), nearly 90% of high school students express a wish to pursue post-high school education. All the while, during the same study, the Foundation points to three main concerns which keeps the state stuck in the 50% college-continuation rate: college costs; questioning the value of postsecondary education; disruption to their livelihoods.

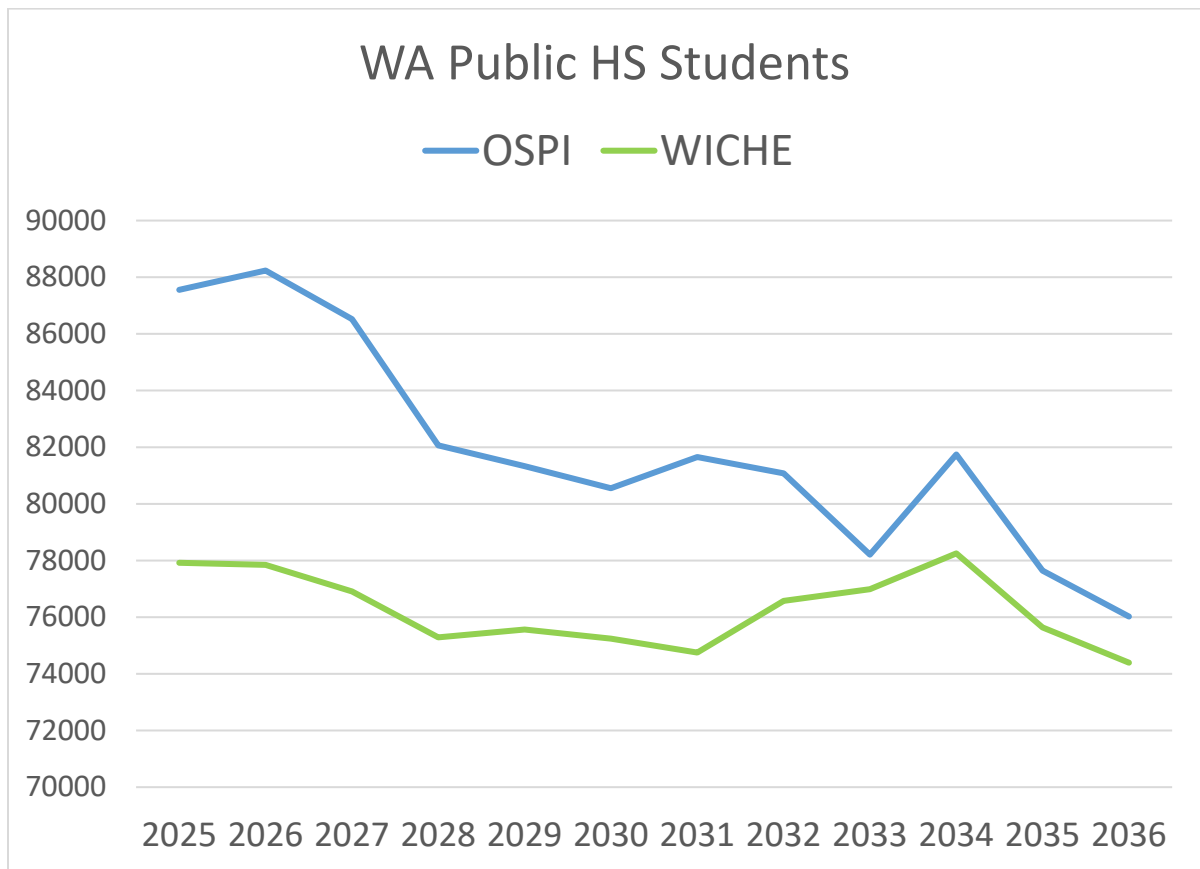
The questioning of the value of higher education matches up with [a survey conducted by the New America Foundation](#), a liberal think tank, which asked students if they agreed that there were lots of well-paying, stable jobs that one could find with only a high school diploma. Sixty-six percent of Gen Z

respondents (those born between 1997 and 2012) agreed with that statement, compared with 50% of survey participants who agreed with that affirmation in 2018.

Regarding the cost/affordability part of the equation, Western will dedicate analysis and research to determine the potential impact of an expanded recruitment scholarship/grant program for students qualifying for federal and/or state grant dollars. We anticipate the findings of the analysis will inform the strategies for awarding institutional funding in a manner that will elevate the value of the Western education, commensurate with the prominence of its academic opportunities and campus life experiences.

To address students' concerns associated with value, we are collaborating with the College of Business & Economics (CBE) to develop a pilot, Direct-to-Major admissions process for the Fall 2026 class. We believe such an initiative will help us differentiate ourselves in a crowded marketplace, meet student and family demands for greater assurances and opportunities, and help to address recent downward enrollment trends experienced by CBE.

We anticipate that these efforts and initiatives will help the institution build upon some of our most recent gains in new first-year enrollment, particularly as the higher education sector braces itself for the enrollment cliff. The following table juxtaposes the number of Washington's high school students (source: Office of Superintendent for Public Instruction – OSPI) against the projected number of high school graduates (Source: Western Interstate Commission for Higher Education - WICHE), from 2025 through 2036.



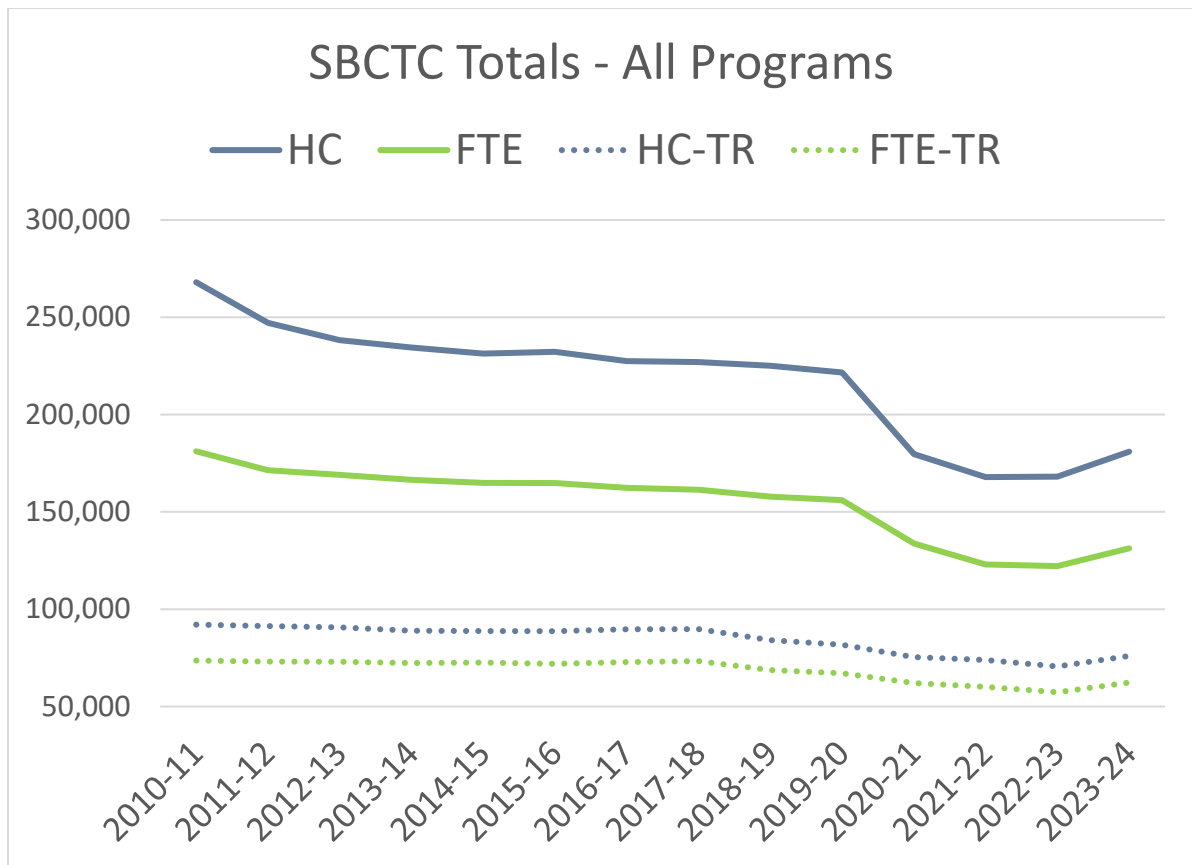
By 2031, the state will have nearly 3,200 fewer students graduating from high school (a 4.1% decline), before rebounding briefly—in 2034—to numbers comparable to 2025. That short rebound during a few years in the early 2030's is an interruption to the enrollment cliff, or what is now being discussed as two looming enrollment cliffs. This bears some similarity to the national picture, where—according to WICHE—the projection of high school graduates shows an expected almost 6% decline during the same period (before declining by 10.7% through 2037).

This is concerning to the state's higher education sector, which is already witnessing increased competition from more out-of-state institutions. Currently, according to the Association for Regional Representatives of Oregon and Washington, there are over 20 colleges and universities with representatives in the Portland-to-Seattle corridor, including some high-profile institutions such as University of Wisconsin-Madison, University of Illinois-Urbana Champaign, University of Arizona, and Arizona State University.

This landscape is important for two-year institutions as well. Recent signs of recovery, against pandemic-era numbers, have been encouraging, though there are no models suggesting a significant rebound in overall sector enrollment or degree completion for the state's community and technical colleges.

Additionally, we will enhance partnerships with two-year institutions in our vicinity—Whatcom, Skagit Valley, Bellingham Technical, and Northwest Indian. We are exploring the expansion of guaranteed transfer admission, more direct marketing and in-person outreach associated with guaranteed admission, and opportunities for coordinating marketing and recruitment efforts utilizing the high school student data that we will receive as a result of Senate Bill 5593.

Bold and sustained initiatives will be necessary to mitigate the long-term trend in overall enrollment decline experienced by the state's two-year institutions. Since its 2010-11 peak in enrollment, the community and technical college system has lost 32.5% in Headcount (HC), and 27.5% in Full-Time Equivalency students (FTE).



As to students in the pipeline seeking to transfer to other institutions, the picture is less jarring, though still less-than-encouraging, with 15.3% less Headcount (HC-TR), and 17.5% fewer Full-Time Equivalency students (FTE-TR) in the transfer pool.

II. Student Aid

Financial Aid Awarding Update

In July the financial aid team sent out the first batch of award notifications to continuing students. To date, over 9,200 financial aid packages have been issued to incoming students and nearly 5,000 to continuing students. As of mid-July, the financial aid office had packaged all students who had a completed FAFSA on file. The team continues to package and provide aid offers to students as they complete the FAFSA/WASFA and continues to assist students in completing the FAFSA/WASFA. Outreach continues to those students who need to take additional steps.

2024-25 FAFSA updates

The U.S. Department of Education (ED) continues to provide frequent updates regarding the 2024-25 FAFSA. Most recently, ED has confirmed that several services will remain nonfunctional for the remainder of the 2024-25 cycle including ISIR compare, ISIR request, and batch correction processing. The lack of these functions has a significant impact on the financial aid team, and processing times.

The National Association of Student Financial Aid Administrators (NASFAA) issued a letter to ED in response to the announcement that batch processing would not be available stating, "In a normal year, a large school may process hundreds if not thousands of corrections which need to be completed before

final aid offers can be issued and disbursements can be made. Without batch corrections, financial aid officers will instead need to work around the clock to manually submit corrections for individual students, a slow and laborious workaround to ensure students receive their disbursements in time for the beginning of the 2024-25 school year.”

Additionally, ED continues to identify data integrity issues with the FAFSA. This is requiring the Financial Aid team to continue to review files, request documentation, and update processes to identify and resolve the conflicting information. Unfortunately, this may result in adjustments to aid for some students.

2025-26 FAFSA Outlook

There has been significant concern that the release of the FAFSA for the 2025-26 aid year would again be delayed, amid tensions that aspects of the FAFSA are still not fully functional. In mid-June the U.S. Department of Education released an Electronic Announcement that indicated they were working toward an October 1 FAFSA opening for the 2025-26 aid year. NASFAA and others have pushed for ED to make the necessary fixes before the opening of the 2025-26 FAFSA. On August 7, 2024, ED announced that there will be a delay. They will make the application available to all students on or before December 1, 2024. On October 1, the Department will release the 2025-26 FAFSA form and ISIR processing for testing with a limited set of students and institutions. During this testing period, ED will make the form available to an increasing number of students, starting with hundreds and expanding to tens of thousands. ED believes that this approach will allow them to test and resolve issues before making the form available to all students and contributors. The process for institutions to participate in early testing phases is unknown at this time, with additional information to be provided by ED.

2024-25 FAFSA Completion Efforts

In addition to the substantial work that the Financial Aid team has done with the Admissions team to complete a robust messaging campaign for new students around the FAFSA and the digital marketing support that was pushed for FAFSA completion, the Financial Aid team has made extra efforts to engage continuing students to ensure that they persevered in completing a FAFSA or WASFA. Digital messages on screens across campus encouraged FAFSA completion during the regular term, and email messaging has been deployed. Students who are experiencing challenges with submitting the FAFSA are encouraged to reach out to the Financial Aid Department. We are pleased to see that students are responding to our notices—calling and visiting the Financial Aid Services Center in larger numbers.

Scholarship Processing Software - NextGen

In June of 2024, a contract was signed with scholarship software provider NextGen, and implementation is underway. Current scholarship processing is supported with institutionally written software, that was developed many years ago. This programming has required significant resources to maintain its functionality, and it has not been meeting the needs of campus partners or students for some time.

Implementation of new, up-to-date software will lead to greater campus-wide efficiencies and allow for deployment of robust communication strategies in the administration and stewardship of scholarship funds. A new system will also provide a better user experience for students with a centralized scholarship application process and clearer communication of timelines and document submission. A successful implementation of new software will also allow us to more strategically utilize scholarship funding to support student success and retention, and it will support more complete adoption of industry best practices for scholarship management that was not possible with antiquated systems.

Satisfactory Academic Progress (SAP) Updates

In spring of 2024, the Washington Student Achievement Council provided updated guidance regarding requirements for Satisfactory Academic Progress (SAP) for state grant programs. New guidance allows institutions to align state SAP policies with Federal SAP guidelines. Currently, state SAP policies are more restrictive and require a higher level of monitoring than the federal requirements. In response to the updated guidance, the financial aid team created a task force to assess the need for and impact of updating Western's financial aid SAP policy.

In reviewing the data, it was determined that updating the SAP policy would decrease the number of financial aid suspensions per quarter by over 70%. Students who have been suspended from financial aid, have an opportunity to appeal. An appeal requires students to submit documentation that must be reviewed manually on a case-by-case basis by our financial aid counselors. Each quarter counselors review approximately 300 SAP appeals, with very few warranting denial.

As a result of this review, the Financial Aid SAP policy will be updated. This change will become effective at the end of Fall 2024. We believe that this change will reduce barriers to students in accessing their financial aid and support retention efforts. Additionally, these changes are anticipated to increase efficiencies within our office, providing more time for our financial aid counselors to provide proactive outreach efforts to assist students who may be at risk of losing financial aid eligibility, to ensure they are connected with the appropriate resources.

III. New Student Services/Family Outreach

Orientation, Advising, and Registration (OAR) Programs for New Students

The 2024 Fall Advising & Registration (A&R) Sessions for new transfer, and post-baccalaureate students were completed in July. Over the course of five virtual sessions, 729 new transfers/post-baccalaureates attended, completing small group academic advising, departmental/major advising, and a 30-minute individual appointment with an advisor to complete course registration for Fall 2024 classes.

Fall A&R Sessions for new First-Year/Running Start students begin August 5, with a run of 16 virtual sessions planned over the month of August and a final 17th session the Monday before classes begin in the fall. Reservations for the sessions are on pace with recent years with (at the time of this report) over 84% of confirmed first-year students having made their reservation. That continues to grow.

NSSFO began its second year of mailing our redesigned, printed Orientation materials to every new student, with supplemental family/supporter orientation information added to every first-year student packet. Redesigned postcards with welcome messaging and QR codes linking to critical checklists and core onboarding resources have created significant cost savings, and they direct students and families back to online/virtual resources. NSSFO also made adjustments to design, production, and printing deadlines to ensure printed materials were received earlier than in years past, enabling the packet preparation and first round of mailers to go out before the end of July. This is the earliest the materials have all been produced and mailed out to students and families.

Western Welcome

Planning for the 2024 Fall Western Welcome events has also started with many departments planning early this year. Western Welcome starts before the start of fall quarter and covers approximately the first six weeks of the term. It features a wide array of events, student activities, connections and meet-ups, and several signature campus events. Notably, Convocation will be on Tuesday, September 24th at 10:00am and is the official academic welcome and kick-off to our new students' academic journey.

Throughout the early weeks of fall quarter, students will enjoy late night social events at the Rec Center and Viking Union, the annual Outdoor Movie on the Communications Lawn, Associated Students Info Fair, and a variety of Athletics events. Western's Community Relations office will host the 2nd annual "Western Wednesday: First Night Out" on Wednesday evening after the first day of classes. The Centers for Student Access, Community, and Intercultural Engagement (The Centers) staff are anticipating hosting a variety of orientation-related events early in the fall quarter, including the annual Queerorientation for LGBTQ+ students and friends, the Ethnic Student Center (ESC) Building Unity two-day welcoming event, Welcome Black hosted by the Black Student Coalition, and additional celebration events that tie to national recognition days and monthly themes.

Planning for events continues well into fall quarter, but initial Western Welcome online schedules will be completed by early September for students and families to view. NSSFO will provide additional communications and social media outreach to actively promote events throughout the opening of the quarter and beyond.

Family Outreach

A significant change in the Family Outreach area has been the increase in demand for onboarding and orientation-related support for parents/families/supporters of new students. The NSSFO Family Outreach Manager has continued to host virtual one-on-one appointments with students and families to provide increased navigational support, access and connection to student services, referrals to campus resources, and general transitional needs to the university. As this position is half-time and the demands for earlier outreach and support in the new student process have increased, NSSFO is placing more emphasis in this area to meet those needs and working to expand this critical enrollment support.

With this change, NSSFO has released its hosting of the annual Fall Family Weekend (FFW), and ownership of this event has transferred to Western's University Advancement team. They have assumed responsibility for all components of the event. NSSFO has provided extensive planning documentation, contact lists for campus and community partners, and general logistical resources. NSSFO did not have any negative experiences with the FFW event itself and has enjoyed a very positive and collaborative event history with many campus and community partners. With the increased demand in critical enrollment and onboarding work, however, NSSFO's time is more effectively focused on increasing onboarding support and resource navigation.

University Advancement has determined that they will launch a modified version of the traditional FFW event this year and have set the dates for October 18-20, 2024. They have fully assumed ownership of the event and will continue to build out their event website, schedule, and promotional communications in the coming months. We look forward to the new vision and direction that University Advancement will bring to fall programming.



UNIVERSITY ADVANCEMENT REPORT AUGUST 2024

WWU GIVE DAY | 04.25.24

TOTAL NUMBER OF DONORS WHO GAVE ON GIVE DAY

3,188

NUMBER OF DESIGNATIONS SUPPORTED

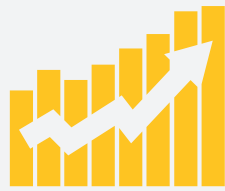
425

NUMBER OF NEW DONORS

1,025

FUNDS RAISED BY GIVE DAY AMBASSADORS

\$47,325



TOTAL AMOUNT RAISED

\$1,216,560

HIGHEST TOTAL EVER RAISED!

ALUMNI AND CONSTITUENT ENGAGEMENT EVENTS



20,392

REGISTRATIONS FOR 155 PROGRAMS INCLUDING WEBINARS AND HYBRID EVENTS

versus **13,114** in FY 23

AVERAGE GIFT FOR NEW ANNUAL GIVING DONORS
\$369 each



TOTAL NUMBER OF FIRST-TIME DONORS DECREASED

11.5% from **2,359** to **2,103**

\$7 MILLION
RAISED FOR SCHOLARSHIPS



\$5 MILLION
DIRECTED TOWARDS COLLEGES

\$1.7 MILLION
DIRECTED TOWARDS RECRUITMENT SCHOLARSHIPS

84

NUMBER OF MAJOR GIFTS (\$25K+)

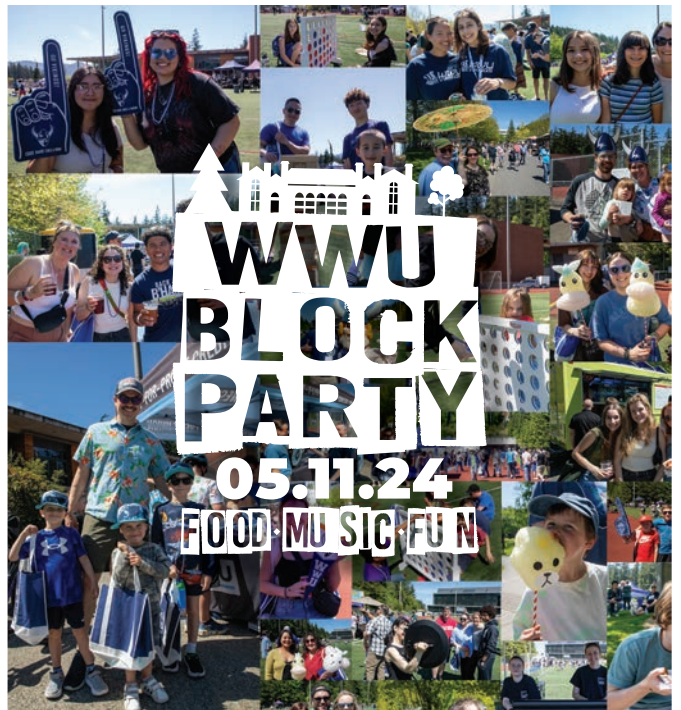


49

NUMBER OF DOCUMENTED PLANNED GIFTS



\$10.6 MILLION
PLANNED GIVING REVENUE



**WWU
BLOCK
PARTY**

05.11.24

FOOD MUSIC FUN

1,133



TOTAL REGISTRATIONS WITH **1,000** ORIGINAL GOAL



CONSTITUENTS REACHED VIA ENGAGEMENT CENTER

7,805

TOTAL FY 24 GIVING

\$18.1 MILLION

Board of Trustees Capital Program Report

August 15, 2024

Kaiser Borsari Hall (Electrical Engineering and Computer Science)

The four-story, 55,000-square-foot [Kaiser Borsari Hall](#) will offer unique opportunities to students across disciplines with its net zero energy and carbon design, state-of-the-art labs and experiential learning spaces, active learning classrooms, and collaboration spaces. A sky bridge connects the new building to the Communications Facility to maximize collaboration opportunities.

- General Contractor / Construction Manager: Mortenson Company
- Design Consultant: Perkins&Will
- Total Project Budget: \$75,500,000 (amended)
- Actual Expenditures (as of 6/30/2024): \$60,365,819
- Project Procurement: General Contractor/Construction Manager (GC/CM)
- Occupancy: Goal of opening for Winter Quarter 2025
- Construction Update Spring and Early Summer:
 - Permanent power is available.
 - Southside sunshades, elevator installation, exterior siding, ceiling, and flooring are completed.
 - Building is dust-free.
- Furniture, Fixtures, and Equipment:
 - Furniture selection and procurement for all floors completed. Building furniture move-in scheduled to begin early September.
 - Computer equipment and other equipment move-in scheduled early October.
- Project Schedule and Summer Milestones:
 - Photovoltaic panel installation completed
 - Exterior wood siding north side completed
 - Retaining walls and sitework near completion
 - Exterior and interior punch list underway
 - 17G and AIC parking lots turn-over scheduled early September
- Substantial Completion Date: September 3, 2024

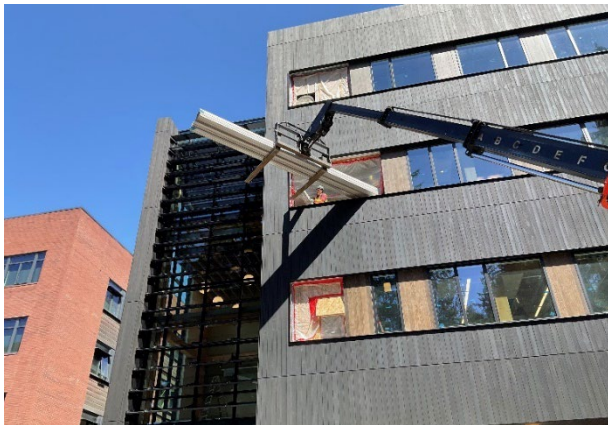


Figure 1: Scaffolding removed from south window



Figure 2: Solar panel supports on roof

Board of Trustees Capital Program Report

August 15, 2024

Student Development and Success Center

Located on the south end of campus between Wade King Student Recreation Center and the Academic Instruction Center, the [Student Development and Success Center](#) will be a 33,000 square foot building that will be designed to be physically and culturally accessible, with student support and wellness services, collaboration and meeting spaces, and a welcome center consolidated in a single location.

- Design-Build Team: BNBuilders + Miller Hull
- Total Project Budget: \$48,200,000
- Funding Committed: Approximately \$6,300,000
- Project Procurement: Progressive Design-Build
- Update: Contract executed and notice to proceed into Phase 1, Design Validation Period. Validation Period includes evaluation of Owner’s Project Criteria, site and other investigations, program, budget, and schedule validation. The Validation Period concludes with a validation report and amendment adjusting the Phase 1 Not to Exceed Amount (if necessary), Phase 1 completion date and Target Budget.
- Project Schedule and Milestones (subject to validation phase amendment):
 - Phase 1, Design: Summer of 2021 through Fall 2025
 - Validation Phase – August through November 2024
 - Design to 30% - November 2024 to March 2025
 - Design to 60% - March 2025 to August 2025
 - Phase 2, Construction: Fall 2025 through Winter 2027
 - Permitting: June 2025 through December 2025
 - Construction Documents: September 2025 through February 2026
 - Construction: Fall 2025
 - Substantial Completion: December 2026
 - Occupancy and Move-in: January 2027 through March 2027



Figure 3: Pre-design concept rendering of the Student Development and Success Center

House of Healing Coast Salish Longhouse

In partnership and close collaboration with Coast Salish tribal nations, Western Native American Student Union, and the City of Bellingham, Western is building a Coast Salish style longhouse, called the [House of Healing](#). Located in an open meadow at the edge of Sehome Hill Arboretum, the 4,200 square foot facility will include: a welcoming entry featuring Coast Salish carvings on the entry doors; a Gathering Hall / Sacred Space; a Teaching Kitchen supporting health, wellness, healing and food sovereignty education; a Student Learning Center; and staff and support spaces. Exterior features include a gathering circle for sharing indigenous knowledge and hosting cultural events and teaching gardens of native and traditional plants,

- Design-Build Team: Wellman & Zuck + Rolluda Architects, Inc.
- Total Project Budget: \$5,790,000
- Project Budget Committed: \$5,080,000
- Project Procurement: Progressive Design-Build
- Update: The Phase 2 construction contract amendment is executed and notice to proceed with construction has been issued. The building permit has been issued and construction activities begin in August 2024.
- Project Schedule and Milestones:
 - Phase 1, Design – Complete
 - Phase 2, Construction: Summer 2024 through Fall 2025
 - Construction Documents: August through September 2024
 - Construction: August 2024 through July 2025
 - Substantial Completion: July 2025
 - Occupancy and Move-in: August through October 2025



Figure 4: Architect's rendering of the House of Healing

Board of Trustees Capital Program Report

August 15, 2024

**FACILITIES
DEVELOPMENT
AND OPERATIONS**



Capital Development and Strategic Vision Plan

The consultant team from NAC Architecture and Walker Macy is performing detailed studies of development potential across Western’s main campus, including infill building sites and improvements to campus vehicle, pedestrian, micromobility (individual wheels), and accessible circulation paths. NAC’s detailed assessment of the highest needs buildings, using facilities condition reports and qualitative-need perspectives, will help identify the next major project after the Environmental Studies renovation for the ten-year plan to be submitted with this year’s two-year capital funding request. The [Capital Development and Strategic Vision Plan](#) report is expected to be presented to the Board of Trustees in December 2024.

Heating Conversion Project

The selected owner’s advisor (OAC Services) is working with Western staff on the capital budget request for the 2025-2027 biennium and solidifying scope, schedule, and budget. Early design discussion is focused on a four-nodal low temperature system, consistent with the feasibility study. Additionally, the design team is having successful conversations with the Port of Bellingham on sharing opportunities in efforts towards a wider-district or thermal energy network. The delivery of this project is anticipated to be progressive design-build, with procurement of the firm occurring in Winter 2024-2025.

Traditional Design-Bid-Build Projects

Birnam Wood Siding & Bridges (Phase 2)

This project will replace siding and access bridges on stacks 1 and 2 and replace siding at the laundry building in the Birnam Wood apartments. The general contractor is Dawson Construction, and construction began in June 2024; estimated completion is November 2024.

Birnam Wood Parking Lot 27R Repair (Phase 1)

Cascade Engineering Group has prepared a complete two-phase renewal for the parking lot at Birnam Wood. The phase 1 general contractor is PELLCO Construction, and construction began in July 2024; estimated completion is September 2024.

Multiple Building (MB) Security, Access Controls, and Fiber Upgrades

This project will provide new access controls in existing academic buildings and upgrade fiber backbone cabling between buildings. The project designer is Hargis Engineers, and the general contractor is Dutton Electric Company. The contractor has completed all fiber upgrades, and the majority of the new access controls are installed and operational. The project is scheduled to be completed in Fall 2024.

Board of Trustees Capital Program Report

August 15, 2024

**FACILITIES
DEVELOPMENT
AND OPERATIONS**



Fairhaven Hydronic Pipe and Valve Replacements

This project will replace failing heating water piping in Stacks 2, 4, 10, 11 and 12. CDK Construction is the general contractor. Construction has started, and the project is scheduled for completion in September 2024.

University Residences Commons Generator Upgrades

This project will upgrade the backup generators at Viking Commons, Ridgeway Commons, and Fairhaven Academic to allow continued food service operations during power outages. The project designer is K Engineers, and the general contractor is Dutton Electric Company. Construction officially began in February 2024, and Substantial Completion is scheduled for January 2025.

Edens Hall Electronic Safety and Telecom Upgrades

This project will replace the existing fire alarm system and telecom cabling at Edens Hall with modern components and infrastructure. The project designer is K Engineers, and the general contractor is Dutton Electric Company. Construction began in May 2024, and Substantial Completion is scheduled for October 2024.

South Campus Infrastructure and Pedestrian Access Improvements

This project constructs roadway improvements, pedestrian improvements including sidewalks from Bill McDonald Parkway to the House of Healing, and utility extensions along portions of 25th Street and Arboretum Drive. This scope of work is related to and will be conducted concurrently with the adjacent project, PW774 House of Healing. Trimaxx Construction Incorporated, Sedro Woolley, WA, is under contract, and construction is underway. The extension of the sanitary sewer is complete, and upcoming work includes a water main extension and installation of a stormwater main and detention facilities. Construction is scheduled to conclude in October 2024. The consultant designer is Freeland and Associates, Inc., Bellingham, WA.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of Donna Gibbs V.P. University Relations & Marketing

DATE: August 16, 2024

SUBJECT: University Relations & Marketing Report

PURPOSE: Information Item

Purpose of Submittal:

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

Supporting Information:

Report Attached

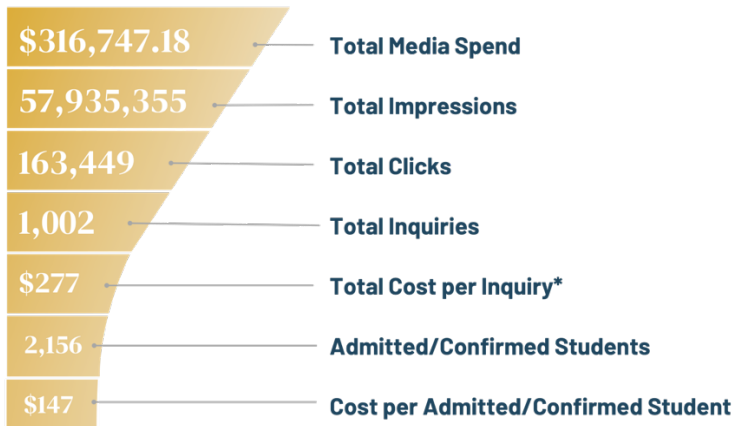
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS & MARKETING

The end of the academic year and start of a new fiscal year is a time of reflecting on our accomplishments and evaluating impact. Some accomplishments of note:

Our 2023-24 digital recruitment marketing campaign saw a 40.7% increase in out-of-state conversions (585 total) with a 41.2% drop in cost per total out-of-state conversion even with a 17% smaller budget for this segment. This includes 131 applications, an 80% jump in OOS app conversions from the previous year. The campaign also generated 305 OOS request for information (RFI) leads, about the same as the year prior. The following graphs depict overall results, including in-state results.

The URM team worked with Admissions to develop resources and campaigns in advance of the delayed FAFSA January 1 launch. Despite the many challenges, our collaborative efforts resulted in an increase in FAFSA completions among confirmed students of 82.7% compared to last year's 81.2%. Please read on for more highlights in the University Marketing section.

2023-2024 Paid Digital KPIs



*Total cost per inquiry excludes media spend from branding/awareness efforts and financial aid campaigns.



Data as of: 6/30/24

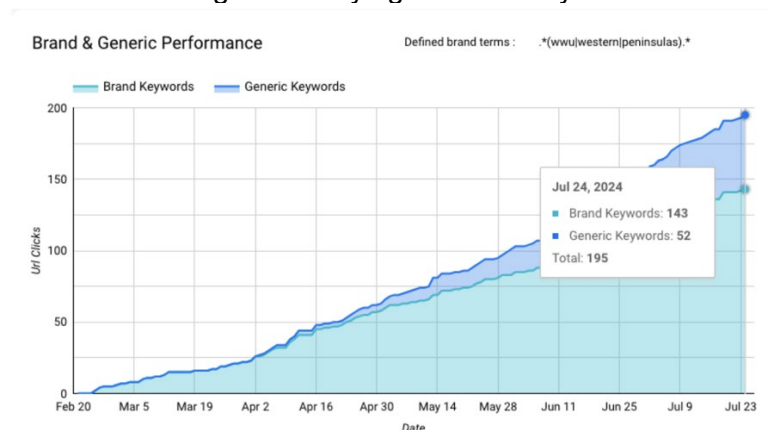
Supporting both recruitment and retention goals, the WebTech team worked with Financial Aid to completely rebuild the Financial Aid site. Because of how the site is architected with the older scholarship and student job portions still in place, these numbers are general but as the bulk of content now lives within the new Drupal site, we think it is a fair summary of the change. The year-over-year data shared here compares the date range 9/25/2023 – 7/26/24 to 9/25/22 – 7/26/23.

- Average engagement time—the time spent reading, scrolling, clicking—is up 9.8% to 4.32 minutes. Views are up 14.5% to 1.8 million views. The homepage, financialaid.wvu.edu, saw an increase in visits of 40%. The FAFSA turmoil certainly may have contributed to this, but even with the visit increase, new users increased by 56%.
- Google Page Speed Insights, an industry benchmarking tool, shows the new site receiving 96/100 on accessibility best practices, and 100/100 on search engine optimization. The site now loads in less than a second on desktops and within 2 seconds on mobile connections. By comparison, the scholarship portion of the site that has not yet been switched over takes 1.3 seconds on desktops and 5.9 seconds to load on mobile connections. The scholarship section of the new site is ready to go live now and we expect commensurate improvements.
- While we don't have year-over-year data for financial aid search queries comparing the six months prior to launch and six months after for all queries including financial aid, results from our Google Search Console show the Click Through Rate (CTR) increased from 43.9% to 72.4% and the average position on search result pages leaped from 8th to 3rd.

University Marketing and WebTech also partnered on several other big projects including the [expansion of the majors site to include grad and locations filters](#), the creation of [a new Peninsulas website](#) and its associated RFI forms and email templates, and additional alignment among our social media channels.

Since launching in February 2024, the new Peninsulas site has been visited 3,941 times. Over the same time in the preceding year, the old Peninsulas pages received 3,179 visits. While organic (unpaid) visits are only up about 24%, the experience is vastly improved since the Poulosbo, Bremerton, and Port Angeles locations were previously all separate portions of the website without a strong tie back to the Peninsulas. Users now flow through the homepage and into either specific degrees or locations to explore.

We don't have data for the prior year on the old pages as that was intertwined with the institution's website. However, we are confident these numbers are much stronger and would be much stronger still if we could put some modest budget into buying branded keywords.



143 brand keywords are now recognized by Google as part of the Peninsulas site and 52 generic keywords.

MARKETING & COMMUNICATIONS

University Communications

As we wrapped up an eventful academic year, University Communications supported commencement storytelling, Outstanding Graduate profiles on social media, and in their new voluntary video submission formats directly from the graduates, they performed extremely well with student audiences. Our channels in June and for much of July have also been used to amplify and elevate Western stories developed during the busy springtime (see sections below) and prepare for an equally active fall quarter.

This fall, we expect to support and manage communications related not only to the yearly milestones of move-in, Census Day, orientation and a host of annual community activities, but also to hotly contested state and national elections, and to many of the same international issues that commanded our attention in the 2024 winter and spring quarters. This includes work to review and update our time, place manner and public expression policies, build out communications plans, and to promote services and resources that help our university community navigate a politically charged season.

We are also working on story development for a broad slate of strategic stories and publications, including the 2024 President's Report and monthly Window digital issues. Design and usability updates to our newsletters and digital magazines, including Window, Family Connection and Western Today, are also in the works.

In addition to the creative, storytelling, and planning activities, we provide always-on communications support and counsel to the university community. We coordinated a proactive communications push to the Bellingham and campus constituents related to police misconduct by a UPD officer, whose employment at WWU has since been terminated. On July 11, University Communications issued a [proactive statement drafted on behalf UPD Chief Potts](#), distributing it on earned and owned channels. Some expected trolling activity by people unrelated to WWU came through our main reception lines, however the news was generally well-received and not covered by media outside of Bellingham.

Additionally, the team has been fielding media requests on stories related to [WWU's property sales](#), notably that of the Viqueen Lodge and property on San Juan Island, as well as WWU- and WWU Athletics' budget deficits.

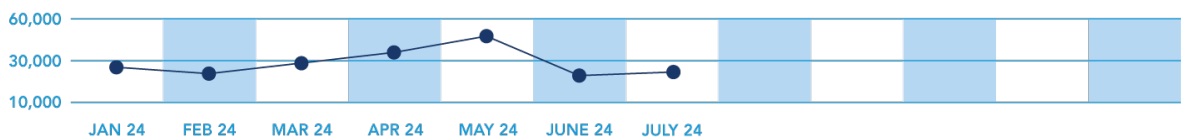
News and Earned Media

University Communications supported a high-profile media story featuring the Border Policy Research Institute ([ABC / Spotlight on America](#)), which received coverage on 80 national and local TV channels affiliated with ABC News. We worked with [Cascadia Daily News](#) on a full-spread feature on WWU graduates whose Commencement experience at WWU was significant because they had missed their high school graduations due to COVID. Additional strong media placements in June and July include the [Seattle Times](#) and [Politico](#) which sourced WWU environmental policy professor Troy Abel on the Washington Governor's race and EPA regulations, respectively; [CBS News](#)' coverage of research fellow Brad Garczynski on a new type of rock found on Mars; and an [NPR](#) research piece on crows' ability to count like humans, featuring WWU biologist Chris Templeton.

We are now in the process of pitching a host of additional stories related to scientific research related to wildfires, invasive green crabs, Salish Sea shipping policies, as well as summer event opportunities, including the Washington State Economics Symposium in August.

Western Today/news.wvu.edu

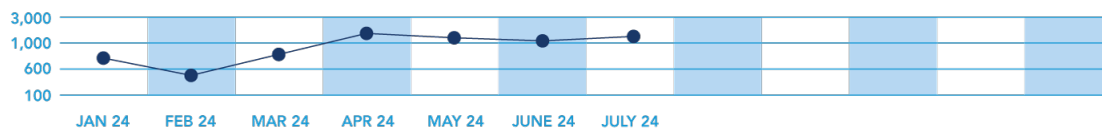
- June-July total users: 23,945 (vs. 42,334 for the previous reporting period)
- June-July total page views: 38,161 (vs. 83,150 for the previous reporting period)
- Highest WT email open rate: 27% (June 3)
- Most-read stories:
 - Message from UPD Chief Katy Potts (2,089 views)
 - Meet the 2024 Presidential Scholars (1,621 views)
 - Western to celebrate its graduates in eight ceremonies Commencement Weekend (1,365 views)



Monthly page views on news.wvu.edu

Earned Media

- Total stories (June and July): 2,360 (vs 2,892 for the previous reporting period)
- Top-tier stories (Seattle Times, Axios Seattle, KUOW/KING/etc. and up): 7 stories (vs. 5 for the previous reporting period)
- Top stories:
 - [Crows can count out loud like human toddlers — when they aren't cheating on the test](#) / NPR
 - [NASA rover discovers mysterious light-toned boulder never observed before on Mars](#) / CBS News
 - [The EPA tightened refinery regs. Why did emissions rise?](#) / Politico



Monthly media stories about WWU

Social Media

Though we are in a typically slower season for university social media activity, as seen in our slightly lower reach and engagement numbers on Meta platforms, WWU's channels have maintained healthy summertime numbers. The WWU LinkedIn account saw a nice boost in engagement, up to 18 percent from a previous 8.7 percent (source: LinkedIn Analytics) as we continue to share a balance of content that appeals to WWU's sense of place, alumni nostalgia, and current news stories and achievements (e.g. the Gartner ranking on WWU's Manufacturing and Supply Chain program). The WWU Instagram reached 102,700 accounts, 77,500 of them being non-followers (source: Meta). It's important to note that such a high portion of non-followers viewing our content

suggests that the platform is prioritizing WWU content, a mark of a strong content strategy and delivery.

Our highest performing post, a trend-based dance reel performed by WWU cheerleaders, reached 38,000 accounts, was viewed over 81,000 times between Instagram and Facebook, and was engaged with by Greg Whiteley, Emmy award-winning director and the creator of Netflix's America's Sweethearts: The Dallas Cowboy Cheerleaders (the reality series hit that inspired the dance trend).

Performance for WWU Primary Social Media Channels

Period measured: 5/29/24 – 7/28/24

LinkedIn

- Total followers: 107,860k vs. 107,043k (5/28/24)
 - New followers: 1.9k vs. 2.5k (Feb-Mar)
 - Organic impressions: 212.5k vs. 268.5k (Feb-Mar)
 - Engagement rate: 18% vs. 8.7% (Feb-Mar)
- (Source: LinkedIn Analytics)

Instagram

- Measured in 90-day cycles – period measured: Apr 30 – Jul 28
 - Total followers: 33.6k (+1.2% over previous 90 days)
 - Total impressions: 1,096,917 (-25% over previous 90 days)
 - Accounts engaged: 11.6k (-14% over the previous 90 days)
 - Accounts reached: 102.7k (-28% over the previous 90 days)
 - Non-followers reached: 77.5k (-28% over the previous 90 days)
- (Source: Instagram Analytics)

Facebook

- Measured in 90-day cycles – period measured: May 1 – Jul 29
 - Total followers: 54,900 vs 54,943 (5/28/24)
 - New followers: 557 (-10% over the previous 90 days)
 - Page reach: 397,893k (-17% over previous 90 days)
 - Engagement: 109,294k (+61% over previous 90 days)
- (Source: Meta)

Publications

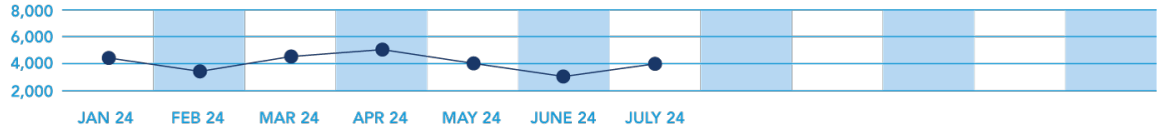
The summer edition of digital Window magazine was well received by its 135,000-plus email recipients. "Forever Coming Soon," the story about the work of WWU art faculty member and Guggenheim Fellow Chris Vargas, is already the fourth-most-clicked story of 2024. This summer we're building creative multimedia projects for the coming year, preparing to revamp our popular newsletters and finding ways to work more closely with communicators across campus.

Window Magazine

Website: window.wwu.edu

- Total visits: 6,710 (June 1 - July 28, 2024)
- Engaged visits: 96.4%
- Most-clicked stories:
 - [Forever Coming Soon](#)

- [Decoding the Sounds of the Rainforest](#)
- [From Here to Odesza](#)
- [The Goldilocks Planet](#)
- [Cross-Border Coach](#)



Monthly website visits to window.wvu.edu

Monthly Window Emails

- July recipients: 135,751
- Opens: 42,482 / 31%
- Clicks: 970 / 2%
- Top Clicks:
 - [Forever Coming Soon](#)
 - [Video, Inside WWU: A Minute of Campus Life](#)
 - [The U.S.'s preoccupation with border security is steadily turning north](#) / The Globe and Mail
 - [NASA rover discovers mysterious light-toned boulder "never observed before" on Mars](#) / CBS News
 - [2009: Bill Wright loves this game ... but he had to fight to play it](#)

Family Connection Newsletter

- June recipients: 11,120
- Opens: 50.8%
- Clicks: 5.7%
- Top links clicked:
 - [June Commencement Information](#)
 - [Housing Checkout Instructions](#)
 - [Housing Spring Closing](#)
 - [Student Jobs](#)
 - [Off-Campus Living Moving Out Information](#)

*Note: Engagement is measured by users who do at least one of the following: Visit two or more pages; Spend more than one minute on window.wvu.edu; Click through to another WWU link or a WWU Foundation link; Scroll down at least 10 percent of the page; Click on a related story; Visit window.wvu.edu for the first time.

University Marketing

The University Marketing team is a group of creative professionals dedicated to engaging Western Washington University's audiences through strategic marketing, branding, and advertising. The team is responsible for advancing, managing, and protecting the Western brand. In addition to leading institutional campaigns, Western's University Marketing team works collaboratively to support the branding and marketing needs of our schools, centers, institutes, and administrative departments.

Admission Recruitment Marketing

Summer 2024 Digital Marketing

WWU closed out this year's campaign with a set of ads combating "summer melt." Incoming students who have confirmed their enrollment were served a set of ads focused on key summer activities throughout May, June, and July. The ads encouraged students to prepare for their arrival at Western by completing their summer checklist and signing up for advising and registration.



JUNE 1 - JULY 25 CAMPAIGN PERFORMANCE				
Strategy	Impressions	Clicks	Click-Through Rate	Total Conversions
Display	188,627	87	0.05%	140
IP Targeting	117,222	488	0.42%	3

Annual Campaign Performance

Campaign Performance by Strategy

The metrics below reflect the performance of our digital campaign strategies between July 1, 2023, and June 30, 2024.

JULY 1, 2023 - JUNE 30, 2024 CAMPAIGN PERFORMANCE				
Strategy	Impressions	Clicks	Click-Through Rate	Total Conversions
Display	11,597,454	33,392	0.29%	1,581
IP Targeting	6,081,293	8,106	0.13%	55
Meta	1,442,653	7,996	0.55%	241
Mobile Location Targeting	714,660	795	0.11%	5
PPC	276,955	47,548	17.17%	1,779
Pre-Roll	22,367,516	12,138	0.05%	13
Snapchat	15,707,740	55,895	0.36%	321

Overall, this year's campaign saw year-over-year improvement in several key areas, including impressions (up 39.9%), total conversions (up 34.3%) and cost per conversion (down 20.7%). Overall clicks and click-through-rate were down, but this was largely pulled down by one or two strategies, including video pre-roll and Snapchat. Strategies in which these metrics serve as a measure of engagement in our creative, such as display and IP targeting, saw significant increases in clicks and click-through rate.

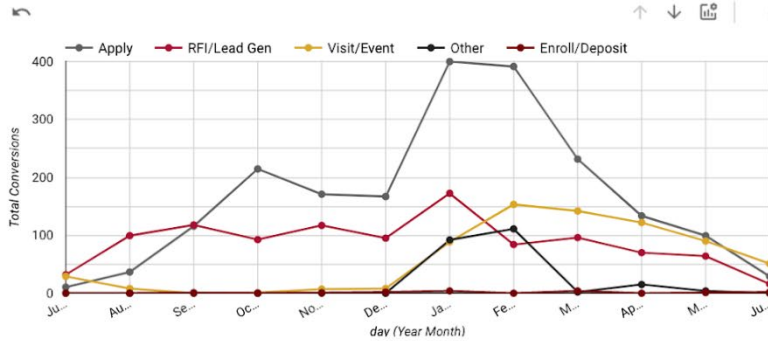
PPC, Display, and Snapchat were the best conversion-generating platforms for this year's campaign, generating 92% of the total conversions. Our FAFSA-focused Meta (Facebook and Instagram) campaign generated 6% of our total conversions.

Year-Over-Year Conversions

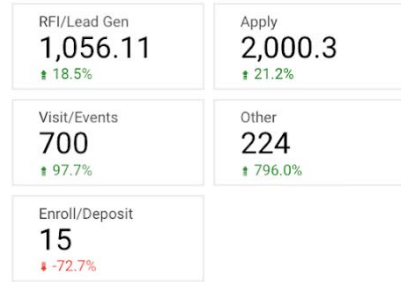
This year's digital marketing campaign resulted in increases in conversions across most conversion categories. We saw large jumps in campaign-related leads/information requests, admission applications, visit registrations, and FAFSA button clicks, with application conversions representing a little over half of the total conversions. Campaign-related enrollment/deposit (yield) conversions dropped, which aligns with the behavioral trend reported by Admissions. This dip is largely attributed to FAFSA delays and technical difficulties.

Conversion Category Trending

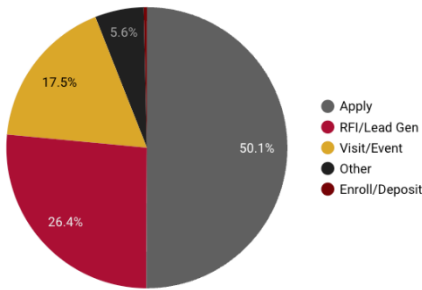
Conversion category (Visit, RFI/Leads, Apply, Enroll/Deposit & Other) performance within the selected time period



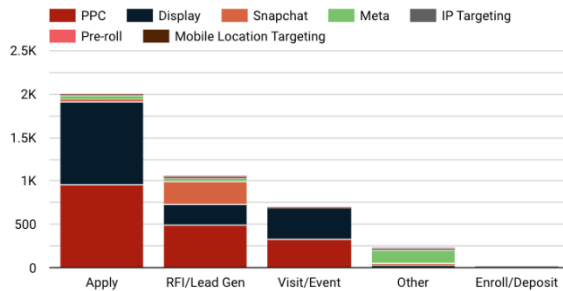
Total Conversions by Category



Conversion Performance by Category



Conversion Performance by Category & Strategy



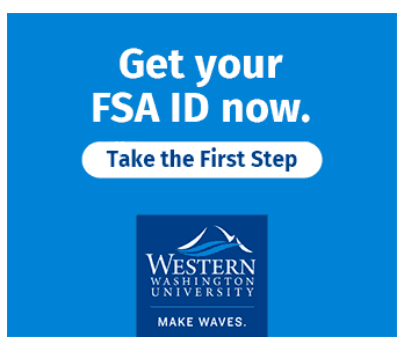



Creative Highlights

This year, the Creative team debuted an updated look and feel for WWU’s display ads. The new “photo forward” approach cut the clutter of color overlays to let the image shine. The environmental style further sets us apart from competitors, who tend to rely on stock photography or generic shots of smiling students. The Creative team also developed animated ads for our FAFSA campaign, adding movement and action to what can be perceived as dry subject matter. The updated visual style contributed to a 79% jump in the click-through rate for our display-based strategies.

Our display ads also generated a 48.6% year-over-year increase in conversions. The following ads were the highest performing in their ad group.

UNDERGRADUATE LEAD-GEN DISPLAY
with highest number of total conversions

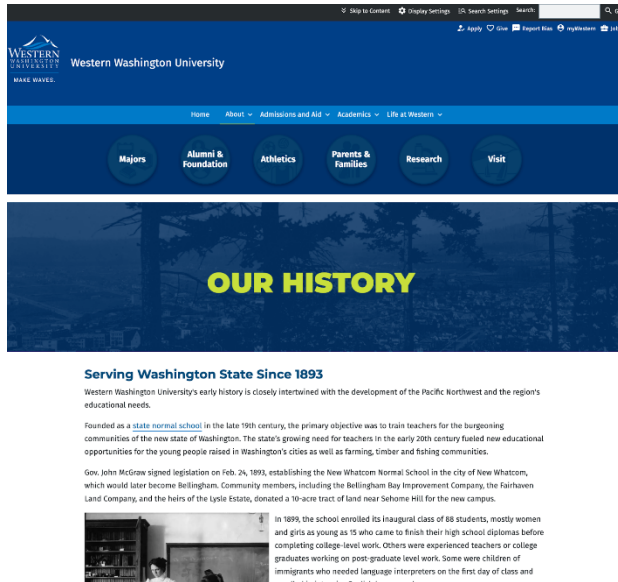
<p>UNDERGRADUATE APP PUSH DISPLAY with highest number of total conversions</p>	
<p>TRANSFER LEAD-GEN DISPLAY with highest number of conversions</p>	
<p>FAFSA PUSH DISPLAY with highest number of conversions</p>	
<p>SNAPCHAT VIDEO with highest number of conversions</p>	 <p>View the Video</p>

Web Content Development & Optimization

University Marketing collaborates closely with WebTech to create and refine web content that enhances the visibility and effectiveness of key university web pages. This partnership ensures that these pages are optimized for search engines, user-friendly, and fully accessible, thereby improving the overall user experience and engagement.

WWU History Page

[Our new History of WWU web page](#) is the result of a year-long collaborative effort between University Marketing, University Communications, Western Libraries, and WebTech. Before this initiative, there wasn't a summarized public-facing history of Western Washington University available to the community. This page addresses that gap by providing an account of the university's history, highlighting significant milestones and events.



The page is designed to be researched, accessible, and informative, serving as a valuable resource for students, faculty, alumni, and the broader community. This initiative enhances educational and outreach efforts by offering a centralized source of information about the university's heritage.

Brand Management & Creative Services

In addition to providing the creative for campus-level campaigns, the University Marketing team works with academic and administrative teams across Western's various campuses and locations to manage the University's brand. This includes developing design elements and ensuring adherence to Western's brand standards.

In June and July, the University Marketing team created brand identities and provided creative services for the following Western offices:

- Academy for Lifelong Learning
- Career Services Center
- College of the Environment
- Community Relations
- Education Leadership
- Emergency Management and Business Continuity
- Fairhaven College of Interdisciplinary Studies
- Language and Literacy Program
- New Student Services/Family Outreach
- Peninsulas
- President's Office
- Print and Copy Center
- Professional and Continuing Education

- Salish Sea Institute
- SEA Discovery Center
- Small Business Development Center
- Student Health Center
- Student Publications
- Sustainability Engagement Institute
- University Communications
- Washington Campus Coalition
- Western Libraries
- Woodring College of Education
- WWU Athletics

WWU Family Calendar/New Student Services & Family Outreach



New Student Services/Family Outreach

Brochure - M.Ed. - Language and Literacy



Visual Media Production

Recent Project Updates

Creating Content & Telling Stories

Summer is always a busy time for us to work on productions for release in the fall. We have been keeping busy lining up shoots and working on a lot of different stories across WWU. In our queue, we have everything from coffee roasting by one of America's premier roasters (the local legends, Tony's Coffee, which is launching a new WWU-branded label, "All Nighter," with a portion of proceeds benefiting WWU) to invasive European Green Crab mitigation techniques by a non-traditional first-gen Marine Studies master's student.

We also recently completed [the newest WWU Anthem](#) for our campaign work. This year's Anthem features exclusive music by Seattle-based musician, Westmoreland.

Other stories we have been working on include a College of Fine & Performing Arts artist-in-residency program based at the Shannon Point Marine Center; the story behind the new, state-of-the-art recording studio at Fairhaven, and the pilot of a new type of video for social media and organic outreach that will focus on WWU resident experts, teaching viewers about their defined subject in a fast, entertaining and informative way.

We have also been collaborating increasingly with URM's Social Media Coordinator to create higher production value social media content, while still being authentic and optimized for the platforms. Our experiments with this have shown that including higher quality imagery has created our biggest hits to date, one of which is over 100k plays, and a second, which is only a week old, at 60k. This has also been fun for the two teams with an added morale and energy boost from this collaboration.

- [WWU Cheer: Thunderstruck](#)
- [First day of spring quarter video recap](#)

Media Server Optimization and Move

We recently completed our long-awaited move of our EVO NAS Media Server from its previous home in Haggard Hall to Bond Hall, a much more secure and robust facility. This now allows for much more flexibility in the system and for easier future maintenance and upgrades.

Work Study Student Pipeline

Over the spring quarter, we lined up our next work-study student who will begin work in Fall quarter. This is due to a partnership we have established with the chair of the Journalism department, Brian Bowe. We are hopeful that this partnership can expand into a sustainable program where each quarter we have multiple students working together with professional staff to produce content, assist with larger productions, and create stand-alone projects that they can use in resume demo reels.

Projects Recently Completed

- [Student Spotlight: Ermias Hagos](#)
- [2024 WWU Anthem](#)
- [Western Recap: Pride Celebration 2024](#)
- [Western Recap: Juneteenth 2024](#)
- [Western Recap: Summertime Playground - Lakewood](#)
- [Commencement 2024 Photo & Video Capture](#)
- [Sustainability Engagement Institute](#)
- [Compass 2 Campus](#)

- [First day of spring quarter video recap](#)
- [WWU Cheer: Thunderstruck](#) (Social Media)
- [Disability Pride Flag Raising Photography](#)

Projects in Production/Post-production

- Student Spotlight: Renee Rocket
- CFPA x Shannon Point Residency
- Tony's Coffee X WWU: Product Design
- WWU Explains: Electron Microscope (w/ Michael Kraft)
- WWU Explains: Joyce Block and the Invasive European Green Crabs Research
- WWU Explains: Wildfires (w/ Mike Medler)
- WWU Explains: Earthquakes (w/ Jackie Caplan Auerbach)
- Fairhaven Salish Sea Studio Opening Ceremony & Tour
- Longhouse Planning & Building Documenting
- WWU Building Repository

Web Communication Technologies (WebTech)

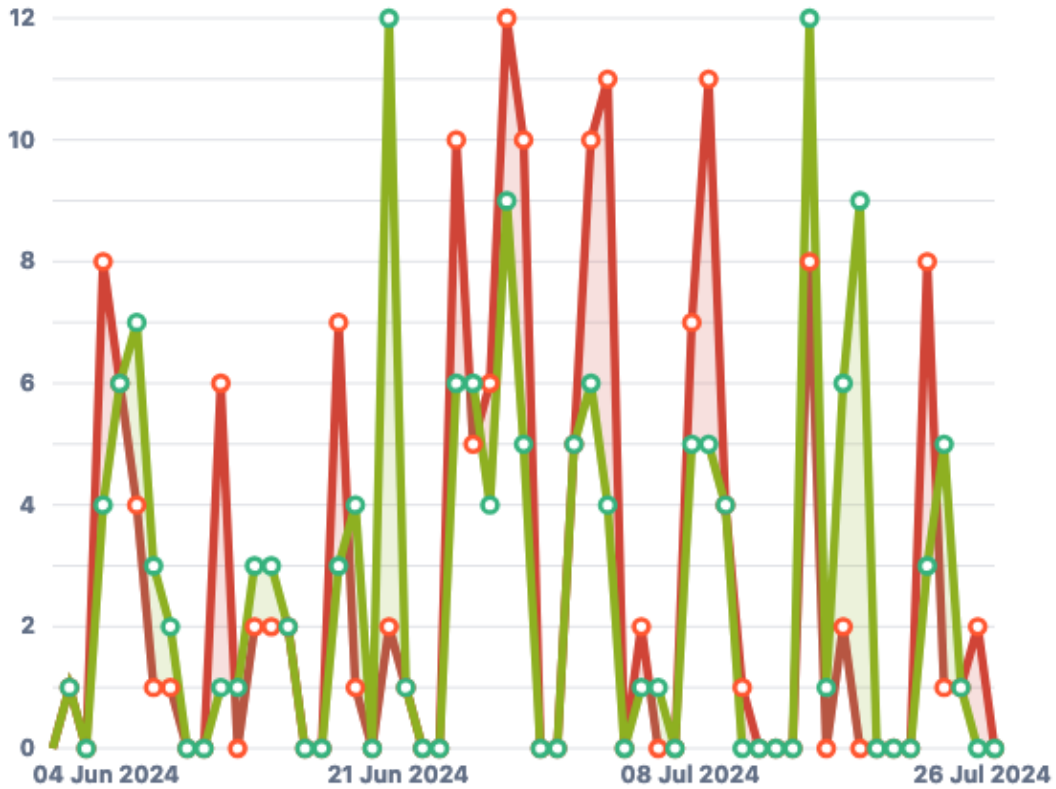
Western has an updated [economic impact report](#), and WebTech, in collaboration with University Marketing, created a new landing page to highlight our regional economic impact. WebTech also worked with the Office of Student Life to create a new resource for students, the [basic needs website](#). This new site showcases a variety of supports available to students and connects them with the various offices providing the services. We believe increasing access to this information will help improve retention. We also linked it prominently on the navigation of MyWestern, the most frequently visited internal website for students at Western.

We continue to convert departments that are using WordPress to either the newest developed theme that aligns with other web platforms or to Drupal. WebTech will be continuing this project throughout the coming year. It is necessary to upgrade or migrate these websites to meet brand, user experience, and accessibility standards.

WebTech has migrated from Siteimprove to [Silktide, a web governance and improvement tool](#). The migration to Silktide offers significantly more capabilities for our ongoing web accessibility work and offers website editors a plethora of new checks against their website content to ensure ease of reading for visitors, improved page load time, and tools to help guide toward optimal user experience and accessibility compliance. Additionally, the new software costs \$2,500 less per year than the prior suite of tools.

WebTech Workload

Created vs. Resolved Chart: Updated within the last period



Issues in the last 55 days (grouped daily)

[View in Issue navigator](#)

Created issues (160)

Resolved issues (151)

The workload is constant. It is good to see that WebTech is resolving almost as many issues as are being created. The increases in created issues in June are attributable to issues resulting from a significant Drupal upgrade. Our email support inbox was steady, with 406 emails over this period.

UNIVERSITY RELATIONS

Community Relations

Notable projects and connections that enhance WWU visibility, improve community access and increase community-to-university partnerships.

Tony's Coffee Collaboration

Community Relations and University Marketing are collaborating with Tony's Coffee on a new WWU-branded blend called "All-Nighter." This custom-made blend has flavor profiles selected exclusively by WWU students and will be sold online, in the A.S. Bookstore and in select local retail stores. Tony's All-Nighter blend will also be served in the dining halls on WWU's campus. The label for the new fair trade organic blend was designed by WWU student Zoe Malee and has been licensed with WWU allowing a portion of all sales to benefit WWU Athletics. The new All-Nighter blend will be available before the start of fall quarter 2024 in time for move-in weekend.



Bellingham City Club, Featuring Dr. Ira Hyman

The director of Community Relations serves on the Bellingham City Club program committee which plans each monthly program for its 500+ members. On July 24, 2024, WWU Psychology Professor Dr. Ira Hyman gave a well-timed presentation to 120 community members on the prevalence of misinformation and disinformation, particularly during campaign season. Dr. Hyman shared his research along with a variety of stories in his effort to help attendees identify the difference between news that is false or inaccurate and what is accurate or true. A recording of the presentation can be found on Bellingham City Club's [website](#). WWU has been a sponsor of Bellingham City Club since 2017.

WWU Day at the Northwest Washington Fair

For the third consecutive year, WWU is a supporting sponsor of the Northwest Washington Fair to boost WWU visibility in Whatcom County and beyond. On Thursday, August 15, 2024, [Western Washington University Day](#) at the Northwest Washington Fair will include a \$2 discount on admission for all WWU staff, faculty, students and alumni. Additionally, the first 100 attendees who visit the WWU merchandise booth at the fair wearing WWU logo apparel will receive a free Moo-Wich. The Moo-Wich is the fair's iconic ice cream and cookie treat made by the Whatcom County

Dairy Women and has been sold at the fair since 1980. WWU cheer and Viking athletes from Whatcom County will also be present at the fair signing autographs and taking photos with children. WWU athletes will also give an interview on 1170 KPUG sports radio. Finally, WWU's mascot will once again be the most popular person at the fair roaming the fairgrounds while handing out prizes and taking pictures with families throughout the day. Community Relations coordinates the effort in partnership with staff in University Relations and Marketing, the Foundation for WWU and Alumni, and the AS Bookstore.

York Neighborhood Welcome Flyers

Community Relations is collaborating with the Office for Off-Campus Living and the York Neighborhood Association to distribute welcome flyers to all York Neighborhood residents. More than 50% of the homes in Bellingham's York Neighborhood are rentals and most of those are rented by WWU students. The welcome flyers share helpful tips about being a good neighbor, promotes the York Neighborhood Association, provides information about renter rights and other important resources. These flyers are well-received by both student renters and permanent York Neighborhood residents who recognize WWU's effort to welcome new renters and build positive student/neighbor relationships. Flyer information is also posted in the York Neighborhood's monthly newsletter.

Western Wednesday: First Night Out

After a wildly successful inaugural year, Community Relations is in the planning process for the second annual Western Wednesday: First Night Out (FNO). Last year's inaugural FNO event received a national silver "Circle of Excellence" award from the Council for the Advancement and Support of Education (CASE). FNO is coordinated by the director of Community Relations in close collaboration with the Downtown Bellingham Partnership and is supported by multiple campus and community partners.

This year's event is slated for Wednesday, September 25, 2024, which kicks off the beginning of the school year. FNO has two primary goals: 1) Introduce new students to their downtown community, and 2) support downtown Bellingham businesses. Last year, approximately 1,000 students walked from campus to Downtown Bellingham and an estimated 500 additional students joined them in Bellingham's Depot Market Square to listen to live local music, watch interactive entertainment, play games, and enjoy free food offered by local restaurants. Students are also invited to explore downtown and visit dozens of businesses that stay open late handing out merchandise and promoting discounts offered to the Western community on "Western Wednesdays" throughout the year. This year's objective is to double attendance while packing an entire block of Downtown Bellingham's Railroad Avenue. The event will feature interactive entertainment, live music, free food, movies and street performances, and more.

WWU Banners Displayed Downtown

Community Relations is working with the City of Bellingham to ensure WWU banners are displayed on downtown light poles in preparation for the beginning of the school year. Only three commemorative banners are allowed to be displayed by the City of Bellingham throughout the year: WWU banners in the fall, snowflake décor in the winter, and Pride banners in the spring.

Ensuring Students Can Vote

Once again, Community Relations is working closely with the League of Women Voters to ensure students have clear access to voter registration information and address update information. Community Relations serves as a conduit between the League of Women Voters and the WWU AS Western Votes initiative.

Planning and Budgeting Community Consortium for Cultural Recognition Events

Now in its fourth year, the director of Community Relations facilitates the Community Consortium for Cultural Recognition (CCCR) which now includes 10 funding partners. The funding partners provide representatives who support the execution of the community's key events for MLK Day, Indigenous Peoples' Day, and Asian Pacific Islander Desi American Heritage Month. The CCCR is currently planning this year's events which will kick off with a celebration of Indigenous Peoples' Day on Monday, October 14, 2024. This year's funding partners include WWU, Northwest Indian College, Whatcom Community College, Bellingham Technical College, Bellingham Public Schools, Peace Health, Whatcom County Health and Human Services, Chuckanut Health Foundation, and the City of Bellingham. Last year, more than 1,700 people attended the three events which is double the attendance from the prior year. An information web page is currently under construction.

Tribal Liaison

Events and Planning

It is expected that the House of Healing longhouse will be completed by late summer or early fall of 2025. The planning and development for the construction phase continues to be a weekly process of meeting with the WWU HOH Steering Committee.

The House of Healing will have two hand-carved front doors created by a local Indigenous artist. The contract for this project has been graciously funded by Arts of Washington. A search for artists was announced earlier this year and we are pleased to report that Felix Solomon, Lummi tribal member and master carver, has been selected as the artist for the carvings. A selection committee was established from members of the HOH Longhouse committee.

The Tribal Liaison has begun planning, in collaboration with WWU Community Relations and the Community Consortium for Cultural Recognition, for the Indigenous People's Day event scheduled to be held on October 14, 2024. Planning meetings for Native American Heritage Month in November have also begun in collaboration with the Centers for Student Access, Community and Intercultural Engagement and the Native American Student Union.

The Tribal Liaison helped facilitate Government-to-Government Relationship training at WWU with the Washington State Office of Native Education for professional development for all teacher and administrator certifications statewide in July.

The Tribal Liaison has also begun planning with personnel in the Advancement Office to develop a funding strategy for longhouse programming and NASU for FY25 and beyond.

Training

The Tribal Liaison maintains a monthly meeting with Human Resources to inform new Western employees regarding the operations of the Tribal Relations Office. This practice facilitates informing the university community of current activities and functions of the Tribal Relations Department.

Advisory Functions

The Tribal Liaison maintains a monthly presentation for WWU new hires in a shared presentation sponsored by the Human Resources team.

The Tribal Liaison continues to meet weekly with the WWU architect team on longhouse construction and the Liaison also meets with the WWU NAGRPA Advisory Committee on concerns involving Native remains in WWU's possession and repatriation to area tribes.

Relationship-Building

The Tribal Liaison is working on a collaborative research project with James McCafferty, director of the Center for Economics and Business Research at WWU, and the Washington State Department of Commerce. This project involves a study that analyzes how the economic impact of oil refining in Washington State is likely to impact Washington refineries, refinery workers and refinery communities which include several local tribal communities. We continue to meet weekly and coordinate meetings with Swinomish, Lummi, Samish, Tulalip, Muckleshoot, and Nisqually. This study will be finalized by December 31, 2024, and forwarded to the energy and environment committees of the state legislature. The Tribal Liaison is responsible for promoting tribal engagement by formal consultation on a government-to-government basis. The Tribal Liaison continues to meet with tribal leadership in consultation with Commerce staff.

The Tribal Liaison serves on the Washington Sea Grant Advisory Committee which meets every quarter to provide strategic advice to WSG to enhance the capacity, relevance, and effectiveness of WSG. Through this work, the Tribal Liaison will have an opportunity to participate in the Indigenous Aquaculture collaborative event in September in Oahu, Hawai'i. I will be participating and sharing my reflections during an innovative session on the Intergenerational Knowledge Exchange for Indigenous Marine Stewardship and Cultivation. The WSG will host a smaller Indigenous Aquaculture working retreat for two days following the conference.

Small Business Development Center

WWU SBDC Bellingham Q2 Highlights

Businesses Served	Q2 2024	Q2 2023	YTD 2024
Business Counseling Received	193	167	363
SBDC Sponsored Training Participants	15	14	47
Information or Resources Provided	85	63	153

Clients' Economic Impacts	Q2 2024	Q2 2023	YTD 2024
Capital Formation	\$4K	\$4.2M	\$2.1M
Business Starts	2	6	11
Jobs Created or Retained	108	82	315

Dr. Deck Recognized for Exceptional Effort

On May 30th, SBDC Community Business Development Director and Certified Business Advisor Dr. Liliana Deck received the President's Exceptional Effort Award from Western Washington University (WWU). These awards are presented to employees who have demonstrated an exceptional effort in support of one or more of the three core themes of WWU's strategic plan.

This year, Dr. Deck launched an innovative multicultural and multilingual pilot service delivery model, Bocados y Negocios. With local partner organizations' support, the outreach efforts of this program have resulted in newcomers from more than 20 countries in Whatcom County connecting with the SBDC. She continues to advocate for their economic inclusion by removing barriers, supporting their entrepreneurship journeys, and fostering a sense of belonging in our community.

Celebrating Economic Impact

In April, four Certified Business Advisors (CBAs) from the WWU SBDC team were recognized at the Spring Washington SBDC Conference Awards ceremony in Spokane for their local economic impacts in 2023. These impacts included assisting clients in capital formation and hiring or retaining jobs.

- CBA Kathy Bastow: \$2.4M in capital, 305 jobs
- CBA Sherri Daymon: \$4.8M in capital, 204 jobs
- Senior CBA Eric Grimstead: \$2.1M in capital, 124 jobs
- Executive Director and CBA CJ Seitz: \$2M in capital, 122 jobs

SBDC Advisor Featured in Local News

Senior CBA Eric Grimstead was recently interviewed by the Bellingham Herald to give tips on what to know before opening your business. The article highlights five things to do first when thinking of starting a business, beginning with answering the question: "Why you? Why this business? Why now?"

Government Contracting Workshop Series

In early May, the WWU SBDC partnered with APEX Accelerator to cohost the first of a six-part workshop series on researching and tracking state and local government purchasing. These workshops, offered in partnership with the Economic Alliance of Snohomish County and the Economic Development Alliance of Skagit County, will be split between Mt. Vernon and Bellingham. At the first event, participants gained hands-on experience and valuable guidance in navigating common approaches to market research for their industries. Our partnership with APEX Accelerator continues to be fruitful for our clients who work with government contracts.

Outreach and Professional Development

Presentations

Our team presented an overview of our 2023 activities and trends to several community stakeholders, including:

- Team Whatcom, including Port of Bellingham, Whatcom Community Foundation, Working Waterfront Coalition, Northwest Innovation Resource Center, Bellingham Chamber of Commerce, and Whatcom Community College (June)
- Bellingham City Council (April)
- Whatcom County Council (April)
- Port of Bellingham (April)
- Overview of WWU SBDC Services and small business resources were presented to international newcomers at three English language classes at Evergreen Goodwill
- Facilitated Latino Advocacy Leadership Association retreat
- Overview of WWU SBDC Services were presented to the Consumer Behavior and Marketing class at WWU

Professional Development

- Accident Prevention Programs and Accident Investigation – AWB Employment Law Webinar Series
- Government Contracting – APEX Accelerator
- Employee Ownership – Project Equity, Employee Ownership Equity Summit
- Race, Power & Privilege – WWU ADEI event
- Performance Management Best Practices – AWB Employment Law Webinar Series
- Digital Marketing Best Practices for Local Visibility – Intellitonic Webinar
- Wage and Hours – AWB Employment Law Webinar Series

Community Outreach

The WWU SBDC engages with the local community in a variety of ways: to identify reputable professional services providers for referral purposes, learn about community needs, collaborate with

local providers, explore potential opportunities and spread the word about our work to business. Below are organizations and businesses we met with in Q2:

- Bellingham Angel Investors
- Bellingham Chamber of Commerce – Handshake & Happy Hour, Networking Breakfast, State of City/County
- Business Emergency Operations Center
- Center for Inclusive Entrepreneurship
- City of Bellingham – Tara Sundin, Planning & Community Development
- Downtown Bellingham Partnership – Lindsey Payne Johnstone, new Executive Director
- Evergreen Goodwill Bellingham
- First Fed Bank – microloan partnership meeting
- Greater Seattle Business Alliance
- Heritage Bank
- Immigrant Resources & Immediate Support (IRIS)
- Latino Advocacy Leadership Association
- Latino Business Council
- Lynden Chamber of Commerce
- Mayor Kim Lund – City of Bellingham
- North Coast Credit Union
- Northwest Workforce Council
- Northwest Hispanic Chamber of Commerce
- Rick Larsen – US Representative WA 2nd District
- Pacific Northwest Tribal Lending (formerly Lummi CDFI) – Nancy Jordan, Executive Director
- Puget Sound Energy – Energy assessment resources and programs for small businesses
- Port of Bellingham
- Sustainable Connections – Derek Long, Executive Director
- Team Whatcom
- Washington State Microenterprise Association
- Washington State Department of Commerce – Blended Capital Grant
- Whatcom Community College
- Whatcom Community Foundation – Impact Investing Committee
- Whatcom County Business and Commerce Committee
- Whatcom Women in Business
- WorkSource
- WWU College of Business and Economics
- WWU Entrepreneurship and Innovation Center
- WWU Child Development Center, Carolyn Mulder

Washington Campus Coalition for the Public Good

Civic Leaders Initiative

Washington Campus Coalition for the Public Good was allocated \$500,000 during the 2023 legislative session to support two years of funding for the statewide program.

Student Civic Leaders Initiative

Funds are being used to support student fellows from across the state develop community-based projects that address one or more of the following community issues:

- Food and housing security
- Mental and community health

- K-16 academic support
- Environmental stewardship
- Prison pipeline reduction

New FY2025 student projects will begin this fall. Students will have the opportunity to participate in statewide professional development and networking opportunities throughout the year. They will also be invited to present their projects to local stakeholders as well as at a statewide student symposium.

Presidents' Gathering

Planning is underway to convene college and university presidents this fall/winter to discuss creating a joint message about the value and impact of higher education in Washington. This topic was identified during the recent all-presidents meeting in April when presidents from all institution types convened to identify critical issues facing all higher education institutions in the state. This topic emerged as a high priority for presidents/chancellors from all institutions.

2024 Affirmative Action Programs – Summary Information

Prepared by the Office of Civil Rights and Title IX Compliance, August 2024

Introduction

The following is a summary from Western Washington University’s 2024 Affirmative Action Program (AAP) for Women and Racial/Ethnic Minorities and AAP for Protected Veterans and Individuals with Disabilities. The Office of Civil Rights and Title IX Compliance meets annually with Vice Presidents and Deans to review the results of the AAPs, including representation in the workforce for women, racial/ethnic minorities, protected veterans and individuals with disabilities; applicable underutilization; and hiring trends, as well as the annual hiring benchmark for protected veterans; so that Vice Presidents and Deans can communicate this information within their administrative organizations, or College, as appropriate.

Workforce Representation and Hiring Trends for Women and Racial/Ethnic Minorities

Women: As demonstrated in the below chart, the University’s representation of women has remained steady over the years for all employee types. Women have consistently represented approximately 57-58% of classified and professional staff; between 46-48% of tenured or tenure track faculty; and approximately 56-59% of non-tenure track faculty.¹ According to Western’s 2024 AAP, the University currently has identified underutilization for women in 6 of its 34 job groups (18%). Two thirds of the job groups that are underutilized for women are faculty job groups, compared to the other one third being staff job groups that are underutilized for women. A job group is considered underutilized for women when incumbency fails to reach 80% of estimated availability for women in that job group.

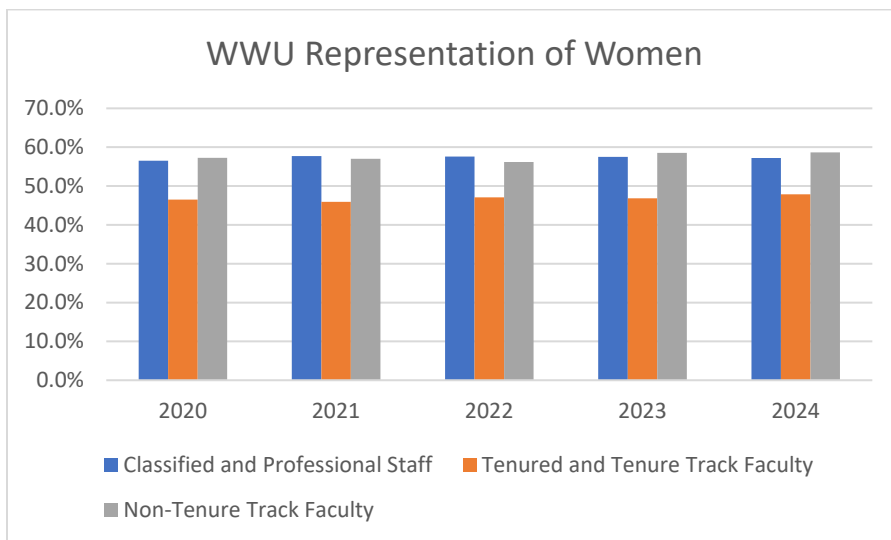


FIGURE 1

¹ Data Source: 2020-2024 WWU Affirmative Action Programs. Percentage calculations exclude from the total individuals whose demographic information is not available, as providing this information is entirely voluntary. Charts reflect WWU Workforce as of October 31st of each year. For example, for 2024 AAP, data as of October 31, 2023. Includes employees of any FTE; Classified/Professional Staff data includes temporary employees.

In the 2024 AAP year (November 1, 2022 through October 31, 2023), women represented 61% of the hires and/or promotions occurring in permanent or project classified and professional staff positions (hires/promotions data does not include temporary staff). For tenured and tenure-track faculty positions, women represented 55% of the hires and/or promotions occurring in the 2024 AAP year. For non-tenure track faculty positions, women represented 66% of the hires and/or promotions occurring in the 2024 AAP year (NTT hires includes only new hires or re-hires made after a period of 12 months or longer).

Racial/Ethnic Minorities: As demonstrated in the below chart, the University’s representation of racial/ethnic minorities has increased slightly over the years for all employee types. Racial/ethnic minorities have consistently represented approximately 16-20% of classified and professional staff; between 25-29% of tenured and tenure track faculty; and approximately 13-19% of non-tenure track faculty (see footnote on page 1). According to Western’s 2024 AAP, the University currently has identified underutilization for racial/ethnic minorities in 13 of its 34 job groups (38%). Most of the job groups that are underutilized for racial/ethnic minorities are staff job groups, with the exception of two tenured/tenure track faculty job groups, and one non-tenure track faculty job group also being underutilized. A job group is considered underutilized when incumbency fails to reach 80% of estimated availability for racial/ethnic minorities in that job group.

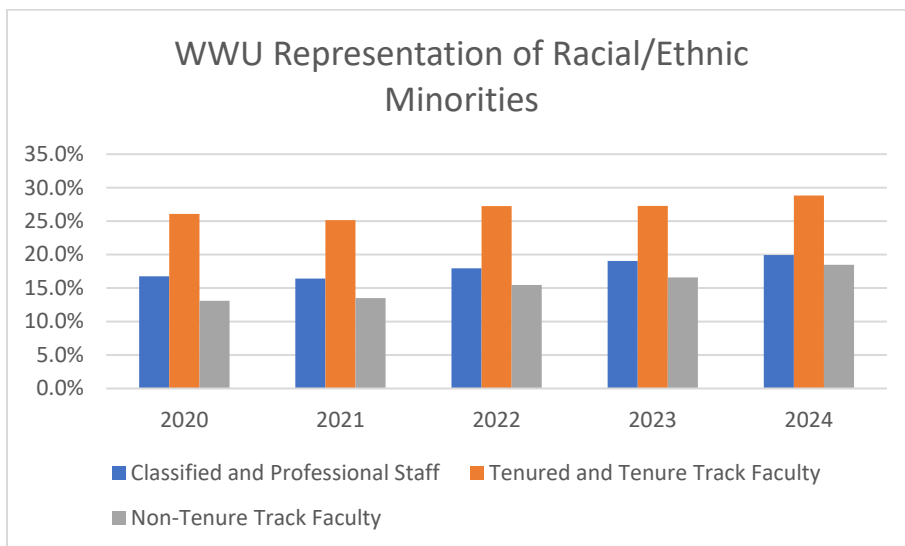


FIGURE 2

In the 2024 AAP year (November 1, 2022 through October 31, 2023), racial/ethnic minorities represented 22% of the hires and/or promotions occurring in permanent or project classified and professional staff positions (hires/promotions data does not include temporary staff). For tenured and tenure-track faculty positions, racial/ethnic minorities represented 42% of the hires and/or promotions occurring in the 2024 AAP year. For non-tenure track faculty positions, racial/ethnic minorities represented 33% of the hires and/or promotions occurring in the 2024 AAP year (NTT hires includes only new hires or re-hires made after a period of 12 months or longer).

Workforce Representation and Hiring Trends for Protected Veterans and Individuals with Disabilities

Protected Veterans: Western provides annual reporting to the U.S. Department of Labor related to protected veteran representation in the workforce. As of August 31, 2023, less than 2% of Western’s permanent faculty and staff identified as protected veterans.

Under the Vietnam Era Veterans’ Readjustment Assistance Act (VEVRAA) as amended, Western must establish a hiring benchmark for protected veterans each year or adopt the national benchmark provided by the Office of Federal Contract Compliance Programs (OFCCP). (41 CFR Part 60-300.45). The purpose of establishing a hiring benchmark is to create a quantifiable method by which progress toward achieving equal employment opportunities for protected veterans can be measured. The annual national benchmark for hiring of protected veterans, effective March 31, 2022 through March 30, 2023, was set at 5.5%, based on the annual national percentage of veterans in the civilian labor force.

The University has calculated the total percentage of protected veteran employees hired and/or promoted at Western from November 1, 2022 to October 31, 2023, included in the table below. The low percentages of protected veteran hires/promotions as compared to the 5.5% benchmark point to Western’s continued need to increase its efforts in employment outreach to veteran populations.²

	Total Hires/Promotions	Protected Veteran Hires/Promotions	% Protected Veterans
Professional and Classified Staff	363	9	2.5%
Tenured and Tenure Track Faculty	122	1	0.8%
Non-Tenure Track Faculty	153	1	0.7%
TOTAL	638	11	1.7%

TABLE 1

Individuals with Disabilities: Section 503 of the Rehabilitation Act of 1973 (41 CFR Part 60-741.45), as amended establishes a nationwide 7% utilization goal for qualified individuals with disabilities. Western conducted a utilization analysis to measure representation of employees who identified as having (or previously having) a disability, in each job group within Western’s workforce.

As of October 31, 2023, 8.6% of all Western employees identified as having (or previously having) a disability. When looking at utilization by job group, employees with disabilities are underrepresented (below the 7% utilization goal) in 16 of Western’s 34 job groups (47%). This

² Source of Data: WWU 2024 AAP for Protected Veterans and Individuals with Disabilities. Hires and promotions data does not include temporary staff; for non-tenure track faculty, only includes new hires or re-hires made after a period of 12 months or longer. The data time period for the 2024 AAP is for personnel activity occurring from November 1, 2022 through October 31, 2023.

includes 4 of Western's 16 staff job groups (25%), 5 out of 9 non-tenure track faculty job groups (56%), and 7 out of 9 tenured and tenure track faculty job groups (78%) being underutilized. Western will continue to refine its efforts with respect to effective recruitment, retention and outreach related to individuals with disabilities.

The University has prepared the following computations or comparisons, for personnel activity occurring during the period of November 1, 2022 through October 31, 2023, pertaining to applicants and hires on an annual basis (as required by relevant federal regulations):³

- **686** – The number of applicants who self-identified as individuals with disabilities pursuant to § 60-741.42(a), or who are otherwise known to be individuals with disabilities (**12.3%**);
- **126** – The number of applicants who self-identified as protected veterans pursuant to § 60-300.42(a), or who are otherwise known as protected veterans (**2.3%**);
- **424** – The total number of job openings; and
- **530** – The total number of jobs filled;
- **5,563** – The total number of applicants for all jobs;
- **68** – The number of applicants with disabilities hired (**16.3%**);
- **4** – The number of protected veteran applicants hired (**1%**); and
- **417** – The total number of applicants hired.

³ Source of Data: WWU 2024 AAP for Protected Veterans and Individuals with Disabilities. Data collection analysis as required by 41 CFR §60-300.44(k) and 41 CFR §60-741.44(k).

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

TO: Members of the Board of Trustees
FROM: Faith Pettis, Chair of the Board of Trustees
DATE: August 16, 2024
SUBJECT: **Board of Trustees Remarks**
PURPOSE: Information Item

Purpose of Submittal:

Chair Pettis will provide time to members of the Board of Trustees and the University President for any final remarks, questions, or observations.

DATES FOR NEXT REGULAR BOARD MEETING:

- **October 17-18, 2024 in Bellingham, WA**

22 ADJOURNMENT