



**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES MEETING  
JUNE 8 and 9, 2023**

**1. CALL TO ORDER**

Chair Meyer called the meeting to order at 2:31pm in the Old Main Board Room 340 in Bellingham, WA.

**Board of Trustees:**

John Meyer, Chair  
Faith Pettis, Vice Chair  
Chris Witherspoon, Trustee  
Sue Sharpe, Trustee  
Mo West, Trustee  
Keara Ryan, Trustee

**Western Washington University**

Sabah Randhawa, President  
Brad Johnson, Provost and Executive Vice President  
Joyce Lopes, Vice President for Business and Financial Affairs  
Melynda Huskey, Vice President for Enrollment and Student Services  
Dan Records-Galbraith, Director CRTC  
Becca Kenna-Schenck, Chief of Staff  
Jacqueline Hughes, Chief Diversity Officer & Executive Director for the Office of Equity  
Kim O'Neill, Vice President for University Advancement & Foundation CEO  
Faye Gallant, Assistant Vice President for Strategy, Management and Budget  
Donna Gibbs, Vice President for University Relations & Marketing  
Jack Herring, Associate Vice President for Academic Affairs  
Juli Nicolls, AAG  
Rebecca Hansen-Zeller, Secretary to the Board of Trustees  
Annie Byers, Administrative Assistant to the President's Office and Board of Trustees

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

Chair Meyer called for a 30-minute Executive Session at 2:33pm. The Executive Session ended at 2:53pm. The Board then took a break until 3:06pm.

### 3. BUDGET TRENDS AND PRIORITIES

Provost Johnson and Vice President Lopes presented the University's strategic budgeting process, including information about trends and priorities as they relate to FY2023-2024 operating and the FY2023-2025 capital budget.

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

4:30-5:00

Chair Meyer called for a 30-minute Exempt Session at 4:28pm. The Exempt Session ended at 4:59pm.

The Board of Trustees adjourned for the day at 5:00pm.

### 5. CALL TO ORDER, APPROVAL OF MINUTES

Chair Meyer called the meeting to order at 9:03am in the Old Main Board Room in Bellingham, WA.

#### **Board of Trustees:**

John Meyer, Chair  
Sue Sharpe, Trustee  
Ash Awad, Trustee  
Chris Witherspoon, Trustee  
Mo West, Trustee  
Chase Franklin, Trustee (via Zoom)  
Faith Pettis, Vice Chair  
Keara Ryan, Trustee

#### **Western Washington University**

Sabah Randhawa, President  
Brandon Dupont, Vice President and President-Elect of the Faculty Senate,  
Melissa Nelson, AAG  
Jacqueline Hughes, Chief Diversity Officer & Executive Director for the Office of Equity  
Kim O'Neill, Vice President for University Advancement & Foundation CEO  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations & Marketing  
Brad Johnson, Provost and Executive Vice President  
Joyce Lopes, Vice President for Business and Financial Affairs  
Jack Herring, Associate Vice President for Academic Affairs  
Shelli Soto, Associate Vice President for Enrollment Management  
Rebecca Hansen-Zeller, Secretary to the Board of Trustees  
Annie Byers, administrative Assistant to the President's Office and Board of Trustees

Motion 06-01-2023

Trustee Keara Ryan moved that the Board of Trustees approve the regular meeting minutes from April 13 and 14, 2023.

Trustee Mo West Seconded. The motion passed 8-0.

## 6. PUBLIC COMMENT

Sarah Neugebauer and Laura Gold Rasmussen spoke as members of WFSE Local 1381, which represents 370 campus employees. Their comments spoke to the proposed change in practice related to use of vacation hours upon separation from the University.

## 7. BOARD CHAIR REPORT

Chair John Meyer shared reflections on his time as Chair within the context of a global pandemic. He recognized the Board and University leadership for their many accomplishments and said that he was proud of how everyone worked together.

### **RESOLUTION 2023-04 RECOGNIZING THE SERVICE OF TRUSTEE KEARA RYAN**

The Board of Trustees presented the following Resolution to honor Trustee Keara Ryan's service.

**WHEREAS, KEARA RYAN** of Snoqualmie, Washington had the distinction of being the twenty-fourth student appointed by the Governor to the Western Washington University Board of Trustees, serving from July 1, 2022, through June 30, 2023; and

**WHEREAS, KEARA RYAN** has contributed to the increased stature and mission fulfillment of Western Washington University through her 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, KEARA RYAN** delivered an outstanding Convocation speech to welcome students to the 2022-23 Academic Year and highlighted her work in pursuit of women's rights and commitment to erasing period poverty; and

**WHEREAS, KEARA RYAN** excelled in her role as Director of Civic Engagement for the Associated Students and organized Western Washington University students to lobby the state legislature for student priorities; and

**WHEREAS, KEARA RYAN** was elected as President of the Associated Students of Western Washington University for the 2023-2024 academic year and will continue to work with the Board of Trustees in her new role; and

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

MOTION 06-02-203

Trustee Faith Pettis moved that the Board of Trustees approve Resolution 2023-04 recognizing the service of trustee Keara Ryan

Trustee Mo West Seconded. The motion passed 7-0, with Trustee Ryan abstaining.

Trustees offered their thanks and well wishes for Trustee Keara Ryan.

## **8. UNIVERSITY PRESIDENT REPORT**

Sabah Randhawa began by thanking Chair John Meyer for his leadership and commitment to Western Washington University. He offered appreciation for John's consistent leadership while WWU weathered the pandemic.

Sabah also announced that we've come to a tentative agreement with the Faculty union and he thanked the negotiating teams on both sides. He invited Kim O'Neill to speak about Give Day. She gave a fundraising report that noted \$1.1 million raised from a record number of donors.

## **9. FACULTY SENATE REPORT**

Brandon Dupont, Vice President and President-Elect of the Faculty Senate, reported on hiring for staffing the Faculty Senate. He also reported on an outstanding graduate policy change that eliminates the Z grade. The Senate recently approved an ad hoc committee to work on course evaluation questions. He noted that Faculty Senate members have been involved in the Dean searches. Next year, the Faculty Senate will work on reconstituting the committees, reviewing the Faculty Handbook, and establishing new leadership in the Senate Executive group.

## **10. ASSOCIATED STUDENTS REPORT**

Sargun Handa was not in attendance.

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

Trustee Sue Sharpe, Committee Chair, reported that at the last FARM committee meeting they discussed the budget development process and current budget proposal. They also discussed feedback for the consultants who are working on the Strategic Visioning and Capital Development Plan. The committee looked at the University Reserves policy and underscored the importance of strong reserves. The committee also decided to issue an RFP for a new external auditor to take a fresh look at our practices.

## **12. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT**

Trustee Mo West, Committee Chair, reported that at the last AASSC meeting, the committee was briefed on the WAC change to a No-Smoking Campus. The committee also heard the final legislative session report and was given a preview of the strategic budgeting priorities. The committee discussed the formation of a Student Advisory Committee.

**ACTION ITEMS**

**13. APPROVAL OF 2023-2024 UNIVERSITY BUDGET AND RELATED MATTERS**

**a. 2023-24 ACADEMIC YEAR TUITION RATES & MANDATORY FEES**

Joyce Lopes, Vice President for Business and Financial Affairs; Faye Gallant, Assistant Vice President for Strategy, Management and Budget; and Melynda Huskey, Vice President for Enrollment and Student Services, presented the 2023-24 Academic Year Tuition Rates and Mandatory Fees.

MOTION 06-03-2023

Trustee Ash Awad moved, that the 2023-2024 annual tuition operating fee and capital building fee rates for state-funded resident undergraduate students be raised by 3.0%, and all other state-funded students including: non-resident undergraduate, resident and nonresident graduate, resident and non-resident MBA, resident and non-resident Clinical Doctorate of Audiology program, resident and non-resident Clinical Mental Health and School Counseling, and the resident and non-resident Speech Pathology program be raised by 3.5%.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President and various constituent review committees, approve the 2023-2024 mandatory student fee levels for the following fees:

Services & Activities Fee (4.0% or \$2.40 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)

Student Recreation Fee (4% or \$4.38 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)

Student Health Services Fee (15.2% or \$21.00 per quarter for students taking 6 or more credits)

Student Technology Fee (No increase)

Non-Academic Building Fee (4.0% or \$2.00 per quarter increase for students taking 6 credits or more)

Sustainable Action Fee (No increase)

Active Transportation Fee (No increase for students taking six or more credits, new charge of \$3.00 per quarter for students taking five or fewer credits)

Legislative Action Fee (No increase)

Multicultural Services Fee (No increase) and distribution for the Services & Activities Fee as proposed in the attached documents.

FURTHER MOVED, that high school students participating at Western Washington University will not pay tuition or mandatory fees, as authorized this legislative session by 2SSB 5048, "Eliminating college in the high school fees".

Trustee Mo West Seconded. The motion passed 7-0, with Trustee Ryan abstaining. Board members noted that for future Associated Student budgets, they'd like a more detailed presentation on how the money is being spent to impact all students.

**b. APPROVAL OF SELF-SUSTAINING ACADEMIC YEAR TUITION AND SITE FEE REQUEST FY24**

Brad Johnson, Provost and Executive Vice President; Joyce Lopes, Vice President for Business and Financial Affairs; Faye Gallant, Assistant Vice President for Strategy, Management and Budget; and Robert Squires, Vice Provost for Outreach and Continuing Education presented the FY24 Tuition and Fee requests.

MOTION 06-04-2023

Trustee Ash Awad moved, that the 2023 - 2024 Self-Sustaining Academic Year Tuition Rates be raised to the following rates,  
Undergraduate Course/Workshop \$298 per credit, Graduate Course/Workshop \$385 per credit,  
Graduate Audiology Course/Workshop \$620 per credit,  
Graduate—Clinical Mental Health and School Counseling \$423 per credit,  
Graduate – MBA Program (Bellingham) Course/Workshop \$441 per credit,  
Graduate – Pathology Course/Workshop \$582 per credit,  
Self-Pace Course/Workshop \$165 per credit, Credit Option: Variable Fee \$50 to \$100, Undergraduate Degree Program Courses \$345 per credit, Graduate Degree Program Courses \$414 per credit, and Weekend MBA \$757 per credit. The Human Services Distance Learning per credit tuition rate will be removed as it has received state-support.

FURTHER MOVED, that the Global Pathway Undergraduate Program tuition rate be approved at a flat rate of \$5,000 per quarter (no change from prior year).

Vice Chair Faith Pettis Seconded. The motion passed 8-0.

**c. APPROVAL OF FY2023-2024 ANNUAL STATE OPERATING BUDGET**

Joyce Lopes, Vice President for Business and Financial Affairs and Faye Gallant, Assistant Vice President for Strategy, Management and Budget, presented the Annual State Operating Budget for FY2023-24.

MOTION 06-05-2023

Trustee Chris Witherspoon moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2023-2024 annual state operating expenditure budget of \$221,577,529, to be supported by projected revenues of \$219,367,811 and use of reserves of \$2,209,718.

Vice Chair Faith Pettis Seconded. The motion passed 8-0.

#### **d. INTERCOLLEGIATE ATHLETICS BUDGET**

Melynda Huskey, Vice President for Enrollment and Student Services; Steve Brummel, Interim Athletics Director; and Linda Beckman, ESS Division Director for Financial and Capital Resources presented the Intercollegiate Athletics Budget.

MOTION 06-06-2023

Trustee Chris Witherspoon moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2023-2024 intercollegiate athletics operating budget of \$6,323,132 consisting of tuition and S&A fees in the amount of \$3,759,508 and waiver allocations, self-sustaining and other revenues of \$2,563,624, and with the intention to fund the operating deficit for intercollegiate athletics, as defined by Substitute Senate Bill 6493, by continued use of tuition and fee revenues as it has in the past.

Trustee Mo West Seconded. The motion passed 8-0.

The Board took a break at 10:28am and reconvened at 10:49am.

#### **14. APPROVAL OF 2023-2025 CAPITAL BUDGET**

Joyce Lopes, Vice President for Business and Financial Affairs; Steve Hollenhorst, Acting Associate Vice President for Facilities Development and Operations; Rick Benner, University Architect & Senior Director, Planning and Development, Facilities Development & Operations; and Brian Ross, Director, Capital Budget and Public Works Procurement, Facilities Development and Operations, presented the Capital Budget.

MOTION 06-07-2023

Trustee Sue Sharpe moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, accept the 2023-2025 Capital Budget totaling

\$77,702,000 in appropriations and approve the distribution in accordance with Link A.

Trustee Mo West Seconded. The motion passed 8-0.

**15. APPROVAL OF CONSULTANT CONTRACT FOR STRATEGIC VISIONING AND CAPITAL DEVELOPMENT PLAN, SP091**

Joyce Lopes, Vice President for Business and Financial Affairs; Steve Hollenhorst, Acting Associate Vice President for Facilities Development and Operations; Rick Benner, University Architect & Senior Director, Planning and Development, Facilities Development & Operations; and Brian Ross, Director, Capital Budget and Public Works Procurement, Facilities Development and Operations, presented the consultant contract to the Board of Trustees.

MOTION 06-08-2023

Trustee Mo West moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a consultant contract to NAC, Inc., Spokane, WA, for a fee of \$688,835 (including reimbursables), to provide services for the Strategic Visioning and Capital Development Plan.

Trustee Ash Awad seconded. The motion passed 8-0.

**16. APPROVAL OF SPRING QUARTER DEGREES**

Brad Johnson, Provost and Executive Vice President, recommended the candidates to be awarded degrees.

MOTION 06-09-2023

Trustee Keara Ryan moved, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter 2023, effective June 10, 2023.

Trustee Mo West seconded. The motion passed 8-0.

**17. APPROVAL TO AMEND SECTION 001 IN CHAPTER 516-52 WAC**

Joyce Lopes, Vice President for Business & Financial Affairs; and Darin Rasmussen, Assistant Vice President, Risk, Ethics, Safety & Resilience, presented the changes to the WAC related to smoking on campus. The revisions will prohibit smoking on campus.

MOTION 06-10-2023

Trustee Mo West moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the permanent rule change to WAC 516-52-001, Smoking on Campus as submitted.



Trustee Chris Witherspoon seconded. The motion passed 8-0.

**18. APPROVAL OF REVISED AGREEMENT BETWEEN WESTERN WASHINGTON UNIVERSITY, AND THE FOUNDATION FOR WESTERN WASHINGTON UNIVERSITY AND ALUMNI**

Sabah Randhawa, President; Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation; and Mark Brovak, Associate Vice President for University Advancement, Finance and Operations outlined key provisions of the revised agreement.

MOTION 06-11-2023                      Trustee Chris Witherspoon moved, that the Western Washington University Board of Trustees approve the revised agreement between Western Washington University, and The Foundation for Western Washington University and Alumni.

Trustee Faith Pettis seconded the motion. The motion passed 8-0.

**19. ELECTION OF BOARD OFFICERS**

John Meyer, Chair of the WWU Board of Trustees, presented the slate for Board elections. Elected officers will serve until July 2025.

MOTION 06-12-2023                      Sue Sharpe moved, that the Board of Trustees of Western Washington University elect the following trustees to two-year terms as Board officers, to be effective at the close of this meeting.

Faith Pettis, Chair  
Chris Witherspoon, Vice Chair

Trustee Mo West seconded the motion. The motion passed 8-0. Sabah Randhawa will remain designated in the position of Secretary.

**20. COMMENTS FROM CHAIR-ELECT**

Chair-elect Faith Pettis thanked John Meyer for his leadership and announced new committee assignments.

Academic Affairs and Student Success Committee (AASSC):  
Mo West, Committee Chair  
John Meyer  
Faith Pettis  
Student Trustee

Finance, Audit, and Enterprise Risk management (FARM):

Sue Sharpe, Committee Chair

Chase Franklin

Ash Awad

Chris Witherspoon

Executive Committee:

Faith Pettis

Chris Witherspoon

John Meyer

**INFORMATION ITEMS**

**21. REPORTS**

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Annual Report of Student Declared Majors
- f. Fellowship and Scholarship Recipients for 2023

The reports were reviewed by the Trustees.

**22. TRUSTEE REMARKS**

Trustees thanked John Meyer for his service as Chair.

Ash Awad commended Sabah and his team. He reported that WWU received praise from the WA Roundtable recently for innovation and openness to working with private entities.

**24. DATES FOR NEXT REGULAR MEETING: AUGUST 17-18, 2023**

The next Regular meeting will be held at Olympic College in Poulsbo on August 17-18, 2023.

**25. ADJOURNMENT**

The meeting adjourned at 12:27pm.