



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES MEETING
AUGUST 17-18, 2023**

1. CALL TO ORDER

Chair Faith Pettis called the meeting to order at 11:00am at Olympic College, Building 119-120 in Poulsbo, WA.

Board of Trustees: Faith Pettis, Chair
Chris Witherspoon, Vice Chair
Sue Sharpe, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Max Stone, Trustee
Ash Awad, Trustee

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Kim O'Neill, Vice President for University Advancement, Chief Executive Officer WWU Foundation
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations & Marketing
Jenise Bauman, Associate Prof. and Academic Program Director, College of the Environment, Salish Sea Region
Erik Fretheim, Director, Cybersecurity Programs
Melissa Nelson, Assistant Attorney General
Holly Hill, Director of Western Locations, Outreach and Continuing Education
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Annie Byers, Administrative Assistant to the Board of Trustees and President's Office

2. EXECUTIVE SESSION

Chair Pettis called an Executive session for 90 minutes at 11:03am to conduct their performance review of the President. This Executive Session is authorized by RCW 42.30.110(1)(g). The Executive Session ended at 12:31pm. No action was taken.

The Board took a break at 12:31pm and reconvened at 12:47pm

3. BOARD OF TRUSTEES SELF-EVALUATION

The Board of Trustees aims to conduct a self-evaluation every two years. In July 2023, Trustees responded to a self-evaluation survey. Secretary to the Board, Rebecca Hansen-Zeller, presented the summary report. The Board discussed its strengths and highlighted areas for continued development.

4. BOARD OF TRUSTEES PLANNING FOR 2023-24

The self-evaluation conversation continued with recommendations on how to improve operations and Board engagement over the coming year.

The Board took a Break at 1:42pm and reconvened at 3:00pm.

5. WESTERN WASHINGTON UNIVERSITY ON THE PENINSULAS

President Randhawa gave an introduction outlining the overall purpose for Western's expansion on the Peninsulas and how the growth fits within Western's mission to serve Washington State. Attendees saw a video highlighting the work of faculty and students in programs with a strong sense of place and flexible modalities. Provost and Executive Vice President, Brad Johnson, talked about the past, present, and future of Western on the Peninsulas and the particular models that work for delivering education in this specific region. Johnson introduced Jenise Bauman and Erik Fretheim, faculty who teach in programs offered at Western on the Peninsulas.

Bauman shared her experiences teaching students in the College of the Environment. She shared how Western on the Peninsula's expansion is diversity, equity, and inclusion in action and how it brings education to remote students who are often place-bound. Dr. Bauman spoke to the demographics of students on the Peninsulas, including the number of first-generation students and the higher average age of the students starting the programs. Bauman shared the strategic plan for the College for the Environment which includes expansion into other areas on the Peninsulas and the possibility of a Graduate program.

Erik Fretheim shared the exciting work being done in Poulsbo at Western's Cyber Range. Erik outlined a number of partnerships fostered by the facility and shared how the Public Infrastructure Security Collaboration and Exchange System (PISCES) public sector security monitoring program works. Fretheim noted graduates of the Cybersecurity program have the highest median salary of WWU graduates.

At the close of the session, Chair Pettis welcomed Washington State Representative Drew Hansen, who shared words of support for Western's expanded presence on the Peninsulas. Representative Hansen expressed excitement about the partnerships that are possible and the positive impact on the community.

6. CALL TO ORDER, APPROVAL OF MINUTES

Chair Faith Pettis called the meeting to order at 8:00am at Olympic College, Building 119-120 in Poulsbo, WA.

Board of Trustees:

Faith Pettis, Chair
Chris Witherspoon, Vice Chair Sue
Sharpe, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Max Stone, Trustee
Ash Awad, Trustee

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Joyce Lopes, Vice President for Business and Financial Affairs
Kim O'Neill, Vice President for University Advancement, Chief Executive Officer WWU Foundation
Donna Gibbs, Vice President of University Relations & Marketing
Jacqueline Hughes, Chief Diversity Officer and Executive Director for the Office of Equity
Becca Kenna-Schenck, President's Office Chief of Staff
Faye Gallant, Assistant Vice President for Strategy, Management and Budget
Melissa Nelson, Assistant Attorney General
Keara Ryan, Associated Student President
Brandon Dupont, Faculty Senate President
Annie Byers, Administrative Assistant to the President's Office and Board of Trustees
Robert Clark, Manager of Digital Video Services
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Holly Hill, Director of Western Locations, Outreach and Continuing Education
Robert Squires, Vice Provost for Outreach and Continuing Education
Paige Morris, Recruitment Specialist
Adam Morris, Chief of Staff, Olympic College

The Trustees reviewed the minutes.

MOTION 08-01-2023

Trustee Ash Awad moved that the Board of Trustees approve the Regular Meeting minutes from June 8-9,

2023, and the Special Meeting minutes from June 20, 2023 and June 30, 2023.

Trustee Chase Franklin Seconded the motion. The motion passed 7-0.

7. PUBLIC COMMENT

There was no public comment.

8. BOARD CHAIR REPORT

Chair Pettis began by thanking President Randhawa for the Council of Presidents Statement on Inclusivity, and noted it was a timely and important message for students to hear. Pettis shared reflections from the Thursday, August 17th afternoon session, which included an evaluation of President Randhawa and goal-setting for the year ahead. She mentioned that Trustee Max Stone has been onboarded and that the administration of the student trustee application and appointment process is shifting to the President's Office. Trustee Pettis proudly mentioned that Western recently appeared in the news for a faculty member and Associate Dean of the College of Science and Engineering, Jackie Caplan-Aurbach, who had the foresight in measuring the Taylor Swift concerts seismic activity that occurred during the Seattle concert.

RESOLUTION 2023-05: WELCOMING TRUSTEE MAX STONE

WHEREAS, beginning on July 3, 2023, Governor Jay Inslee appointed **MAX STONE** of Surrey, British Columbia to serve a one-year term ending on June 30, 2024 on the Western Washington University Board of Trustees; and

WHEREAS, **MAX STONE** is a student in good standing at Western Washington University pursuing a bachelor's degree with majors in History and Philosophy, and minors in Holocaust and Genocide Studies and Honors Intradisciplinary Studies; and

WHEREAS, **MAX STONE** brings to his appointment as a trustee a record of involvement in activities at Western including serving as president of the Men's Rugby Club and the Philosophy Club; and

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

WHEREAS, **MAX STONE** has declared his commitment to serve as a member of the Western Washington University Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends a warm welcome to **Max Stone** as he begins his term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its meeting on August 18, 2023.

Motion 08-02-2023

Trustee Mo West moved that the Board of Trustees approve Resolution 2023-05, welcoming Trustee Max Stone.

Trustee Chris Witherspoon seconded the motion. The motion passed 6-0, with Max Stone abstaining.

9. UNIVERSITY PRESIDENT REPORT

President Sabah Randhawa commented on the reception that was hosted on Thursday afternoon at the Olympic College campus. He elaborated that the connections being made move the needle to make a Memorandum of Understanding (MOU) with Olympic College come to fruition in the coming months. President Randhawa shared that his priorities for the year ahead include a focus on the recruitment cycle, Office of Continuing Education strategy, Access, Diversity, Equity and Inclusion initiatives, data-driven retention analysis, fundraising and preparation for the April Accreditation visit.

10. FACULTY SENATE REPORT

Faculty Senate President, Brandon Dupont, reported that the Senate has been working on reconstituting Senate committees and setting priorities for the academic year ahead. One project he outlined will be updating the Faculty Handbook, which was last updated in 2008. He noted that the Faculty Senate website has recently been updated. He also stated that recruitment of new faculty and development of an academic honesty policy that incorporates Artificial Intelligence technology are challenges for the upcoming year.

11. ASSOCIATED STUDENTS REPORT

Associated Students President, Keara Ryan, reported that the shared objectives for the academic year include transparency and accountability. She and Associated Students (AS) Executive Board aim to increase student participation by engaging the student body with a regular newsletter or video. She added that this fall, the AS will be evaluating the AS Charter, reviewing operational processes, and developing a handbook of expectations for elected leaders.

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

Trustee Sue Sharpe, Chair, FARM Committee, began by acknowledging Joyce Lopes, Vice President for Business and Financial Affairs (BFA), and the BFA team and the work they do to prepare for committee meetings of the Board of Trustees. Sharpe noted the Finance, Audit, and

Enterprise Risk Management (FARM) committee is working on prioritizing and focusing their work plan. She added that the FARM Committee had a session with former Trustee, Earl Overstreet, to analyze the Enterprise Risk Management model and discuss best ways to identify opportunities and think strategically about enterprise risk. FARM committee members will be involved in the selection of the external auditor through a Request for Proposal (RFP) process. She shared that the committee had a robust discussion about community engagement with the Strategic Vision and Capital Development Planning consultants. The committee was also briefed on the Dining Services contract and shift from Aramark to Chartwells. The Audit & Consulting Services report on Presidential Expenses and the Sustainability, Equity & Justice Fund were also shared with the committee.

13. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Chair, Academic Affairs and Student Success Committee, shared a summary of the committee's July meeting. West noted the meeting included a presentation on Western's supplemental budget by Nora Selander and a presentation on Western in the High Schools, and Western's campus locations beyond Bellingham. West reported that the committee discussed their work plan for the year and developed a list of topics that they would like to discuss at future meetings.

DISCUSSION ITEMS

14. WESTERN WASHINGTON UNIVERSITY BEYOND BELLINGHAM

Brad Johnson, Provost and Executive Vice President; Robert Squires, Vice Provost for Outreach and Continuing Education; and Holly Hill, Director of Western Locations, Outreach and Continuing Education, prepared the presentation to the Board.

Presenters shared the entrepreneurial strategy of the Office of Continuing Education. It was noted how the programs offered serve Washington State's workforce needs and generate revenue for Western. They see the Office of Continuing Education as a pathway to higher education. They also discussed our College in the High Schools programs. It was highlighted that over sixty classes will be offered in high schools over the next few years, which is another strong pathway to higher ed.

Following the presentation, Ed Stern, Poulsbo City Councilmember, addressed the Board and thanked them for their continued partnership. Stern presented the Trustees with City of Poulsbo pins.

The Board took a break at 10:23am and reconvened at 10:41am.

ACTION ITEMS

15. APPROVAL OF 2024-25 SUPPLEMENTAL OPERATING BUDGET REQUEST

Joyce Lopes, Vice President for Business and Financial Affairs, and Faye Gallant, Assistant Vice President for Strategy, Management and Budget, provided a brief report on the 2024-2025 supplemental budget before the board took action.

MOTION 08-03-2023

Trustee Sue Sharpe moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2024-2025 Supplemental Operating Budget Request of \$1,993,052. With concurrence of the Board Chair, the President may make adjustments to the approved budget request in response to subsequent instructions from the Office of Financial Management, to advance consistency among the submissions of Washington's six public baccalaureate institutions, or other adjustments as appropriate.

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

16. APPROVAL OF 2024 SUPPLEMENTAL CAPITAL BUDGET REQUEST

Joyce Lopes, Vice President for Business and Financial Affairs, and Brian Ross, Director of Capital Budget and Public Works Procurement, Facilities Development and Operations presented the 2024 Supplemental Capital Budget Request.

MOTION 08-04-2023

Trustee Chase Franklin moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2024 Supplemental Capital Budget Request totaling \$6.9 million for: Minor Works – Preservation (\$500,000); Classroom, Lab, and Collaborative Space Upgrades (\$1.5 million), and Electrical Engineering and Computer Science Building (maximum \$4.9 million).

Trustee Chris Witherspoon Seconded the motion. The motion passed 6-0 with Ash Awad abstaining.

17. APPROVAL OF SUMMER QUARTER DEGREES

Provost and Executive Vice President, Brad Johnson, presented the candidates for Summer Quarter Degrees.

MOTION 08-05-2023

Trustee Max Stone 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 2023,
effective August 19, 2023.

Trustee Chase Franklin Seconded the motion. The motion passed 7-0.

INFORMATION ITEMS

19. REPORTS

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

21. TRUSTEE REMARKS

Chair Pettis expressed excitement about the collaboration and community support for Western on the Peninsulas expansion. Pettis urged everyone to continue the momentum and remain committed to an excellent outcome for the state of Washington and Western. She also thanked staff who were involved in planning the meeting for their extra work to make the off-site meeting possible.

22. DATES FOR NEXT REGULAR MEETING

The next regular meeting of the Board of Trustees is on October 12-13, 2023 in Bellingham, Washington.

23. ADJOURNMENT

The meeting adjourned at 11:04am.