

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
Friday, October 18, 2024**

5. CALL TO ORDER

Chair Pettis called the regular meeting of the Board of Trustees of Western Washington University to order at 9:01am on Friday, October 18, 2024, in the Board of Trustees Conference room, Old Main 340, at Western Washington University in Bellingham, Washington.

Attendance:

Faith Pettis, Chair
Chris Witherspoon, Vice Chair,
Chase Franklin, Trustee
Tina Ekhteraee-Sanaee, Trustee
María Sigüenza, Trustee
John Meyer, Trustee
Mo West, Trustee
Ash Awad (on Zoom)
Sabah Randhawa, President
Brad Johnson, Executive Vice President and Provost
Jacqueline Hughes, Chief Diversity Officer and Executive Director of the Office of Equity
Lisa LaGuardia, AAG
Becca Kenna-Schenk, President's Office Chief of Staff
Jim Sterk, Director of Athletics
Kim O'Neill, Vice President for Advancement and Executive Director of the Foundation for Western Washington University and Alumni
Melynda Huskey, Vice President for Enrolment and Student Services
Joyce Lopes, Vice President for Business and Financial Affairs
Elissa Hicks, Government Relations and Board of Trustees Policy Coordinator
Rebecca Hansen-Zeller, Executive and Liaison to the Board of Trustees

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

At 9:02am, Chair Pettis called a 15-minute Exempt Session as authorized by RCW 42.30.140(4)(a) - to review a collective bargaining contract.

The public meeting reconvened at 9:16am.

7. LAND ACKNOWLEDGMENT

Chair Pettis welcomed Laural Ballew and shared that the Board is continuing the practice of beginning the new academic year with a Land Acknowledgment, which is a reminder of Western's commitment to developing a deeper understanding of and engagement with place.

Laural Ballew introduced herself and recognized the Lummi and the Nooksack people, who were the original inhabitants of the land where Western Washington now sits. She shared thoughts on the concept of land ownership and the importance of stewardship.

Chair Pettis thanked Laural Ballew for her words.

8. APPROVAL OF MINUTES

Trustee Meyer noted a correction to the September 30, 2024, Special Meeting minutes to add his name to the list of attendees who joined that meeting by Zoom.

- Motion 10-01-2024 Trustee John Meyer **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 on August 15 & 16, 2024
 - c. Board of Trustees Special Meeting on August 20, 2024
 - d. Board of Trustees Special Meeting on September 30, 2024

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

9. PUBLIC COMMENT

Nathan Rolmond introduced himself as the Outreach Coordinator for PSE. He relayed a message from the PSE Executive Board and asked for Board support for state budget priorities such as fully funding negotiated salary increases. He also requested more formal engagement with the unions.

Liam Pratt spoke about the Advisory Committee for Socially Responsible Investing. He spoke as a member of the WWU Divest Apartheid Coalition who was involved in the encampment in Spring 2024. He asked for full financial disclosure to be included in the Socially Responsible Investment policy and requested more student representation on the committee.

Lily Froese Raihl ceded her time to the next speaker.

Jasmine Welaye spoke about her involvement at WWU and the work she has led to improve the institution. She was critical of ADEI efforts and urged the administration to improve practices. She offered thoughts about the development of the Advisory Committee for Socially Responsible Investing and noted how students led that effort.

Chair Pettis thanked the speakers for their comments and for taking the time to come and speak with the Board.

10. BOARD CHAIR REPORT

a. ACTION ITEM: RESOLUTION 2024-06, WELCOMING TRUSTEE MARÍA SIGÜENZA

Trustee Tina Ekhteraee-Sanaee read the Resolution and made a motion to approve it.

WHEREAS, Governor Jay Inslee appointed **María Sigüenza** of Olympia, Washington to serve on the Western Washington University Board of Trustees for a term beginning October 1, 2024 and ending on September 30, 2030; and

WHEREAS, **María Sigüenza** brings to her appointment a distinguished career in public service. She currently serves as executive director of the Washington State Commission on Hispanic Affairs and as acting executive director of the Women's Commission; and

WHEREAS, **María Sigüenza** holds a Bachelor of Arts in Humanities and Social Sciences from Western Washington University and a Global Health Delivery Certificate from Harvard University; and

WHEREAS, **María Sigüenza** brings her perspective as an alumnus, as an advocate for Washington's communities and as a volunteer resident of the State of Washington; and

WHEREAS, **María Sigüenza** has declared her commitment to serve as a member of the Western Washington University Board of Trustees and to move the mission of the university forward; and

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

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its meeting on October 18, 2024.

Trustee John Meyer seconded the motion. The motion passed 7-0, with Trustee Sigüenza abstaining. Trustee Sigüenza was then presented with a copy of the Resolution.

Following welcome comments, Chair Pettis continued with her report by recognizing that Fall Quarter is underway and has been busy with activity. Convocation and First Night Out were successful fall events, and Kindness Day is coming up on November 1.

Chair Pettis then acknowledges the two recent student deaths and reflected on the heavy feeling of grief the community is experiencing. She encouraged people to exercise care, grace and kindness in their interactions.

She announced that Priya Sall was recently appointed Executive Director of Internal Audit. Chair Pettis thanked Priya Sall for her work in the Interim role and congratulated her on now being in the permanent role.

Chair Pettis closed by acknowledging the work that staff and stakeholders have done over the past few months to draft the Charter for the Advisory Committee for Socially Responsible Investing.

11. UNIVERSITY PRESIDENT REPORT

President Randhawa began his report by welcoming Trustee María Sigüenza to the Board.

He continued by reflecting on the recent student deaths and the arrest of an employee on campus and how these events are impacting the Western community. He noted that inclusion and community building are needed now more than ever. He thanked the Faculty Senate and Jacqueline Hughes for their work to promote community through difficult conversations. He also thanked Malachi Phillips for his comments about the campus climate.

He then talked about budget shifts and financial constraints, which will be a topic for further discussion later on the agenda. Fall census day showed over 3,000 incoming first-year students with a total of 14,724 enrolled students this fall, which is slightly up from 14,651 last year.

President Randhawa finished by sharing that Governor Inslee recently visited campus, the Washington Roundtable and Washington Student Achievement Council were on campus this week, and the university recently hosted 850 5th graders who came to campus as part of the Compass to Campus program.

12. FACULTY SENATE REPORT

Michael Slouber reported that the Faculty Senate has met twice so far this fall. They are working on a series with Dr. Jacqueline Hughes called 'Building Community Through Difficult Conversations.' One area of concern among Senators is how budget reductions will impact Academic Affairs. President Slouber requested more collaboration with Faculty to build understanding of the changes and minimize instruction impacts. The Faculty Senate is also interested in looking at dishonest use of Artificial Intelligence. He also shared that

the Senate provided feedback on the ACSRI charter and was disappointed that it was not incorporated into the final version. He finished by noting that the Faculty Handbook revision work continues, and the work should be finished in Spring 2025.

13. ASSOCIATED STUDENTS OF WESTERN WASHINGTON UNIVERSITY REPORT

Malachi Phillips gave his first report as Associated Students of WWU President. He began by reporting that student voter turnout for the AS elections remains below 4%, despite efforts to increase participation. The primary focus of student government's work this year is aimed at addressing basic needs. There is a new student fee for this year to fund the student food pantry. The Associated Students of WWU has affirmed their advocacy for increased funding for student basic needs during the legislative session. Another project this year is updating the AS Strategic Plan, which will parallel the university's Strategic Plan. Malachi Phillips addressed the campus climate and his goal to rebuild connections among students and improve outreach. He shared information on the newly approved AS structure and plans for filling current vacancies. Malachi Phillips closed by commenting on a petition that has circulated about amendments to the Charter for the Advisory Committee for Socially Responsible Investing. President Phillips and asked the Board to consider adding an additional student voice to the committee.

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

Committee Chair Chase Franklin give the report from the August 20 and October 17, 2024, FARM Committee meetings. At the August 20 meeting, the consultants from NAC Architects came to share progress on the Capital Development and Strategic Visioning Plan for university facilities. The final plan will be delivered to the Board in December 2024. The committee then reviewed the draft Charter for the Advisory Committee for Socially Responsible Investing. At the October 17 meeting, the committee reviewed the Internal Audit Plan for FY25, looked at the tuition and mandatory fees for 2025-26, and discussed the restructuring of functions under Academic Affairs.

15. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Committee Chair Mo West gave a report from the September 18, 2024, AASSC Committee meeting. The Dialog with a Dean series concluded, and the committee will transition to inviting new guests for future panels that highlight student experiences. The committee heard from Provost Johnson about strategic budget and resource planning, as well as changes to the structure of Academic Affairs. Vice President Huskey's team presented a report on S&A Fee distribution that provided more details about the amount of funding received by certain areas. The committee also heard more about restructuring the S&A committee process. Following that discussion, the committee heard from members of the Committee on Expressive Activity who shared how they are improving communication of the university's policies and procedures. From there, the committee reviewed the draft

Charter for the Advisory Committee for Socially Responsible Investing. In closing, Committee Chair West shared exciting data on the success of the food insecurity pilot that was funded by the Washington Student Achievement Council. Due to the success of the program, it will continue next year.

DISCUSSION ITEMS

16. FY 2026 BUDGET PLANNING UPDATE

President Randhawa was joined by Vice President Lopes and Executive Vice President and Provost, Brad Johnson. President Randhawa began by recognizing that Western exists within a broader landscape which is impacted by demographic shifts, state funding priorities, and public support for higher education. He shared Western's approach to managing the budget through addressing the immediate budget situation by aligning revenues and expenditures while preserving the core mission and academic excellence. The structural changes being instituted also consider the longer-term challenges and restructure to meet future needs. Western has a legislative strategy to advocate for new base budget allocation with an adjustment for per student funding. President Randhawa shared thoughts about how to make the process transparent and include engagement with Faculty and staff.

Vice President Lopes started by stating that the university is continuing to use values-based strategic budgeting principles. She outlined some of the administrative structural changes including moving Enrollment Management and Academic Advising to Academic Affairs and moving IT Services to Business & Financial Affairs. Another change is eliminating University Relations and Marketing and shifting those functions under Advancement. Additional structural changes were outlined which will impact about 25 positions, some of which are currently vacant. Vice President Lopes shared other cost-saving measures such as a 6-month hold on vacancies and limiting travel.

Executive Vice President and Provost Brad Johnson shared the strategy for reducing the Academic Affairs budget by \$1.5 million for the 2025-26 academic year. The main idea is to consolidate parallel structures and decision flow, while eliminating and minimizing conflicts of priorities across key areas. Data management continues to be a complicated area and our shift to a cloud-based system will require a lot of change management. Taking a careful look at comprehensive data on first-year program and impacts of advising is an area that could reveal opportunities for retention rate improvement. The \$1.5 million in cuts represents less than 1% of the Academic Affairs budget and the process for identifying cuts will be collaborative and strategic.

Chair Pettis thanked the presenters for today's information, as well as the information that was shared with the Board through committees and at the August retreat. The Trustees noted appreciation for the clarity and strategy that was outlined. The conversation and decision-making about the budget will continue throughout the year.

ACTION ITEMS**17. APPROVAL OF CHARTER FOR BOARD ADVISORY COMMITTEE ON SOCIALLY RESPONSIBLE INVESTING**

Chair Pettis introduced the proposed Charter and acknowledged the public comments. She thanked groups for providing feedback through the drafting process and explained how the feedback was considered and discussed among the Executive Committee. She also explained some of the reasoning for not including another student on the committee. The Executive Committee has had meetings with the Foundation to discuss the issues raised related to transparency of investments. Chair Pettis articulated the goal of creating a committee that will work thoughtfully on behalf of the long-term interest of the university and that considers are stakeholders in the university community. She noted that the formation of this committee is a significant first step and thanked everyone who contributed to the work up to this point.

Motion 10-02-2024 Trustee Chase Franklin **MOVED**, that the Board of Trustees of Western Washington University, upon recommendation of the Board of Trustees Executive Committee, approve the Charter to form the Board Advisory Committee on Socially Responsible Investing (ACSRI).

Trustee John Meyer seconded the motion. The motion passed 8-0.

The Executive Committee will meet after the Board meeting adjourns to formally convene and charge the committee. Trustee Chase Franklin will Chair the committee and will be working with Rebecca Hansen-Zeller to schedule the first committee meeting and begin the committee's important work.

18. RATIFICATION OF THE 2025-2027 WESTERN WASHINGTON UNIVERSITY COLLECTIVE BARGAINING AGREEMENT FOR THE WESTERN WASHINGTON UNIVERSITY POLICE GUILD

Chair Pettis shared that the Trustees met for an Exempt Session to discuss the Collective Bargaining Agreement.

Motion 10-03-2024 Trustee María Sigüenza **MOVED**, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2025-2027 Collective Bargaining Agreement for the Western Washington University Police Guild.

Vice Chair Chris Witherspoon second the motion. The motion passed 8-0.

Vice President Lopes thanked the members of both bargaining teams for coming to the table and negotiating this agreement.

19. APPROVAL OF 2025-2026 HOUSING AND DINING RATES

Chair Pettis noted that this action item is coming before the Board earlier than previous years. This shift is meant to give families more clarity on the cost of attendance and additional time for financial aid processing. Vice President Huskey stated that care is given to raise the rates minimally and manage impact on students.

Trustee Chase Franklin inquired about the efficiency differences between various residential spaces on campus. Leonard Jones explained the factors that differentiate how different residential halls are designed and used. Vice Chair Witherspoon asked about the capacity of the dormitories and if there are students who need housing that we aren't able to accommodate. Leonard Jones and Debbi Arthur explained how first-year and returning students are accommodated and how future enrollment goals could shift our capacity and ability to accommodate students. Trustee Ash Awad commented on increases in EV, decarbonization, and data centers that could impact energy and electricity rates. He noted that when renovations are made, we should work with Puget Sound Energy to see what incentives there are for smart building. Leonard Jones closed by noting the outreach and support residential staff has been offering to help students process and cope with recent campus events.

Motion 10-04-2024 Trustee Chris Witherspoon **MOVED**, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed.

The 2025-2026 proposed rates call for:

- 1) 4.76% increase in the base residence hall room and board rates.

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

20. APPROVAL OF 2025-2026 TUITION AND FEES AND 2024-2025 S&A FEE DISTRIBUTION

Vice President Lopes explained how tuition rate increases are calculated and the considerations for both resident and non-resident rates. These rates are being presented to the Board earlier than usual year in order to provide advance clarity to student and families.

Motion 10-05-2024 Trustee John Meyer **MOVED**, that the 2025-2026 annual tuition operating fee and capital building fee rates for state-funded resident undergraduate students, resident and non-resident 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 3.3%, and non-resident undergraduate students be raised by 1%;

FURTHER 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 mandatory student fee levels for the following fees:

- Services & Activities Fee (3.49% or \$8.75 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)
- Student Recreation Fee (4.00% or \$4.74 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)
- Student Health Services Fee (9.69% or \$16.00 per quarter for students taking 6 or more credits)
- Student Technology Fee (No increase)
- Non-Academic Building Fee (3.70% or \$2.00 per quarter increase for students taking 6 credits or more)
- Sustainable Action Fee (No increase)
- Active Transportation Fee (No increase)
- Legislative Action Fee (No increase)
- Multicultural Services Fee (No increase)
- Food Security Fee (New fee adopted by student referendum, \$4.50 per quarter).

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President and the S&A Fee Committee, approve the 2024-2025 S&A fee distribution as outlined in the attached materials.

Trustee Chase Franklin seconded the motion. The motion passed 8-0.

21. APPROVAL OF REVISIONS TO WAC 516-21, STUDENT CONDUCT CODE

Vice President Huskey noted that the proposed updates to the WAC are mostly housekeeping and responsiveness to state statutory expectations. Another update is expected to be proposed soon to accommodate new Title IX requirements from the state.

Motion 10-06-2024 Trustee Mo West **MOVED**, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the adoption of the proposed amendments, as attached, to the Washington Administrative Code, Chapter 516-21 WAC, Student Conduct Code, as filed in the Washington State Register, WSR 24-16-132.

Trustee María Sigüenza seconded the motion. The motion passed 8-0.

22. APPROVAL OF FY25 INTERNAL AUDIT PLAN

Executive Director Sall outlined key elements of the Internal Audit Plan. The plan was reviewed and referred to the Board for approval by FARM.

Motion 10-07-2024 Trustee Chase Franklin **MOVED**, that the Board of Trustees of Western Washington University, upon recommendation of the President, and the recommendation of the Finance, Audit, and Enterprise Risk Management Committee, approve the FY25 audit plan.

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

23. APPROVAL OF AMENDMENT OF OWNERS ADVISOR CONTRACT, HEATING CONVERSION PROJECT (PW830)

Vice President Lopes shared that the workload has been greater than expected and the contract needs to be extended. Associated Vice President Traci Brewer-Rogstad explained the second phase of the technical work to be completed.

Trustee Ash Awad inquired about the choice of procurement methods for the work and the process used to reach the decision to use progressive design build for this project.

Motion 10-08-2024 Trustee Chris Witherspoon **MOVED**, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award an amendment to the Owner Advisor consultant contract to OAC, from Seattle, WA, in the amount not to exceed \$390,000 (includes allowances and reimbursables), to provide project management support that will continue with planning and implementation of the next phases of the Heating

Conversion Project, PW830. This amendment will bring the total value of OAC's contract to \$1,089,330.

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

24. WRITTEN REPORTS

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. Tenure and Promotion Report
- e. Annual Security and Fire Safety Report

Chair Pettis noted that this month's University Advancement report includes the Foundation's Sustainability Report, and, due to the reorganization, the University Marketing and Communications report is included as well. She also noted that the Enrollment Report included final census day numbers for Fall Quarter. The Tenure and Promotion Report and Clery Report were also in the materials. She invited questions and comments about the reports from Trustees.

Trustee Meyer inquired about an increase in out of state enrollment, which now represents 14.9% of the total student body. Shelli Soto shared information on why those numbers have increased with time. She emphasized that the increase in non-resident students has not impacted Western's ability to accept resident students and continue to serve the State of Washington. Trustee Meyer thanked Vice President O'Neill for the information continued in the University Advancement report. Vice Chair Witherspoon asked how the recent training with the Deans went to develop a stronger culture of philanthropy. Vice President O'Neill shared how those recent sessions have helped affirm the college's visions and provide tactics for fundraising activity. Vice Chair Witherspoon expressed interest in how Artificial Intelligence and how Western grapples with and take positions on the issue. Chief of Staff Kenna-Schenk reported on recent conversations with Congressman Larsen to find funding opportunities for research about Artificial Intelligence. Trustee Mo West thanked Sislina Ledbetter and Jacqueline Hughes for their recent social media messages, which were both very thoughtful.

25. TRUSTEE REMARKS

Chair Pettis asked for additional comments, but there were none.

26. DATES FOR NEXT REGULAR MEETING:

The next regular Board of Trustees meeting is December 12-13, 2024, on-campus in Bellingham, WA.

27. ADJOURN

The meeting adjourned at 11:39am.