

**Western Washington University
Board of Trustees
Agenda
April 12, 13, 2012**

FRIDAY, April 13, 2012

**Location: Old Main 340
Time: 8:00 a.m.**

- 1. CALL TO ORDER, APPROVAL OF MINUTES**
8:00 – 8:05
 - Board of Trustees Meeting, February 9, 10, 2012
- 2. RECOGNITIONS AND INTRODUCTIONS**
8:05 – 8:20
 - Roger Briggs, Professor, Music, CFPA
 - Resolution No. 2012-01 Congratulating the WWU Men's Basketball Team and Brad Jackson, NABC national Coach of the Year

EXECUTIVE COMMENTS

- 3. BOARD CHAIR REPORT**
8:20 – 8:30
- 4. UNIVERSITY PRESIDENT**
8:30 – 8:40
- 5. ASSOCIATED STUDENTS**
8:40 – 8:50
- 6. FACULTY SENATE**
8:50 – 9:00
 - Faculty Handbook Appendix 5: Code of Faculty Ethics: Sec. 7 & 8

ACTION ITEMS

- 7. CONSENT ITEMS**
9:00 – 9:05
 - Approval of General Contractor Construction Manager Preconstruction Services for Carver Academic Renovation (PW 645)
 - Construction Contract for Mathes Hall Renovation (PW 642)
 - Construction Contract for Classroom and Lab Upgrades (PW 644)
- 8. APPROVAL OF HOUSING AND DINING RATES**
9:05 – 9:10 Presentation: Eileen Coughlin, Sr. VP, Vice President for Enrollment and Student Services
Willy Hart, Director, University Residences and Dining Services
9:10 – 9:20 Discussion

9. **NAMING OF MULTIPURPOSE FIELD (tentative)**
 9:20 – 9:25 Presentation: Stephanie Bowers, VP for University Advancement
 9:25 – 9:30 Discussion
10. **APPROVAL OF PRESIDENT’S CONTRACT**
 9:30 – 9:35 Presentation: Dennis Madsen, Board Chair
 9:35 – 9:40 Discussion
11. **APPROVAL OF BOARD OF TRUSTEE MEETING DATES 2013-2014**
 9:40 – 9:45 Presentation: Bruce Shepard, President
 9:45 – 9:50 Discussion

BREAK 9:50 – 10:05

DISCUSSION ITEMS

12. **2012-15 CAPITAL REQUEST and 2013-2023 DRAFT CAPITAL PLAN DRAFTS**
 10:05 – 10:15 Presentation: Rich Van Den Hul, Vice President for Business & Financial Affairs
 10:15 – 10:25 Discussion
13. **PROMOTION AND TENURE PROCESS**
 10:25 – 10:35 Presentation: Catherine Riordan, Provost & VP for Academic Affairs
 Bill Lyne, Special Assistant to the President & Provost
 10:35 – 10:45 Discussion
14. **IN-STATE /OUT-OF-STATE STUDENT RATIO**
 10:45 – 10:50 Presentation: Eileen Coughlin, Sr. VP, Vice President for Enrollment & Student Services
 10:50 – 10:55 Discussion
15. **GRADUATION RATES**
 10:55 – 11:05 Presentation: Catherine Riordan, Provost & Vice President for Academic Affairs
 11:05 – 11:20 Discussion
16. **TUITION WAIVERS**
 11:20 – 11:25 Presentation: Eileen Coughlin, Sr. VP, Vice President for Enrollment & Student Services
 11:25 – 11:30 Discussion
17. **CAMPAIGN UPDATE**
 11:30 – 11:35 Presentation: Stephanie Bowers, Vice President for University Advancement
 11:35 – 11:40 Discussion
18. **OLYMPIA UPDATE**
 11:40 – 11:45 Presentation: Sherry Burkey, Associate Vice President for University Relations
 11:45 – 11:50 Discussion
19. **SUBSTITUTE HOUSE BILL 2313**
 10:50 – 10:52 Presentation: Bruce Shepard, President
 10:52 – 10:55 Discussion

REPORTS

20. **AUDIT COMMITTEE REPORT**
11:55 – 12:00 Presentation: Peggy Zoro, Chair, Audit Committee
Discussion
21. **INFORMATION ITEMS**
- Admissions and Enrollment Summary
 - Alumni Association Report
 - Capital Program Report
 - Development Report
 - Professional Leave Report
 - Tenure and Promotion Report
 - University Relations Report
22. **DATE FOR NEXT REGULAR MEETING: June 7, 8, 2012**
23. **ADJOURNMENT 12 p.m.**
24. **LUNCH** - Lunch with Recently Promoted and Tenure & Promoted Faculty

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard
DATE: April 13, 2012
SUBJECT: **Approval of the Minutes**
PURPOSE: Action Items

Purpose of Submittal:

Approval of the Board of Trustee Meeting Minutes.

Proposed Motion:

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

- Approval of the Minutes of the Board of Trustee Meeting, February 9, 10, 2012

Supporting Information:

Minutes of February 9, 2012
Minutes of February 10, 2012

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
February 9, 2012**

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Dennis Madsen called the regular meeting of the Board of Trustees of Western Washington University to order at 3:05 p.m., February 9, 2012, in OM 340, Western Washington University, Bellingham, WA.

Board of Trustees

Betti Fujikado, Secretary
Karen Lee
Dennis Madsen, Chair
Ralph Munro, Vice Chair
Phil Sharpe
Peggy Zoro (via conference phone)
Dick Thompson (via conference phone for Exec. Session)
Jacob Whitish

Western Washington University

Bruce Shepard, President
Wendy Bohlke, Assistant Attorney General
Stephanie Bowers, Vice President for University Advancement
Paul Cocks, Director, University Communications
Eileen Coughlin, Vice President for Enrollment and Student Services
Paul Dunn, Sr. Executive Assistant to the President
Anna Ellermeier, President, Associated Students
Paula Gilman, Exec. Director, University Planning & Budgeting
Karen Stout, President, Faculty Senate
Liz Sipes, Secretary to the Board of Trustees
Steve Swan, Vice President for University Relations
Richard Van Den Hul, Vice President for Business and Financial Affairs

2. SPECIAL REPORTS

A. Six Year Plan – The Planning Process

Bruce Shepard, President, provided an overview of the development of Western's Six Year Plan. The development process was coordinated, inclusive, and transparent. Each division was included, resulting in a document that both guides and shapes Western's future. A copy of the **2011-17 List of Western's Strategic Objectives** was included in the Board packet. All the goals point to the university mission and new Strategic Plan that was adopted by the Board of Trustees at the December 2010 meeting.

Eileen Coughlin, Vice President for Enrollment and Student Services discussed how Western's enrollment is influenced and shaped by such things as Western's message, the direction of our curriculum, the Honors Program, scholarship and advancement, and even the physical environment of the campus.

Kathy Kitto, Special Assistant to the Provost for Strategic Initiatives, said that the 2011-2017 list of strategic objectives is a culmination of a lot of work by departments, colleges, the graduate school, etc. All the colleges went through their strategic planning process and Kitto noted that this was the first time we could look across campus at the hopes and dreams of every division, department, and college. This also provided an opportunity to see how we can work together and build on our strengths. Kitto said that the deans and faculty of several colleges met with industry leaders, to look at ways to build Western's curriculum to help meet the critical needs of the state.

The Trustees shared their expertise and suggestions on the bottom-up planning process and the possible challenges that Western may face in the future as we work towards implementing our strategic objectives.

B. Huxley Green Paper

Bruce Shepard, President provided a brief history of Huxley College of the Environment, one of Western's marquee programs. A copy of ***Green Fire, a History of Huxley College***, written for Huxley's 40th anniversary was distributed to the Trustees.

Brad Smith, Dean of the Huxley College of the Environment, said when Huxley was established 42 years ago, it was one of the first interdisciplinary environmental colleges in the nation. Today, Huxley, through interdisciplinary research and local, regional, and national collaboration, looks at the holistic approach--economic, social, political, etc.—to find the solutions to the environmental issues of today's world.

A copy of ***A Distinctive Learning Environment: Huxley College of the Environment and Interdisciplinary Engagement at Western*** was included in the Board packet. Smith said that this is a beginning paper to prompt discussion. He noted that Huxley uses only a small percentage (1.9%) of Western's budget, but the return is large. Huxley has a national reputation and many of the undergraduate and graduate students are from out of state. The demand is there for Huxley to grow. Smith noted that students graduating from Huxley go on to careers in law, medicine, engineering, etc.

Leo Bodensteiner, Chair of the Department of Environmental Science, presented some of things that Huxley is implementing now towards the future, i.e. Green Energy program. Huxley's mission "...addresses today's environmental issues and prepares tomorrow's interdisciplinary problem solvers. We accomplish this mission by integrating outstanding educational programs, faculty-student collaboration, applied research, and professional and community service." Bodensteiner said that through collaboration with organizations, partnerships, and through grants, etc. Huxley is able to obtain funding for new initiatives.

Michael Medler, Chair of Environmental Studies, said that Huxley has research projects locally and regionally, but also internationally, e.g., Costa Rica, Africa, Siberia. Students are able to work on real world problem solving in the field. Often these lead to internships and job opportunities. With Huxley's new Resilience Institute, students work on projects both regionally and statewide, but also internationally. Medler noted that through funding from the Forest

Service and the Weather Service, students have created a map web application for daily updates on avalanche hazards in the Pacific Northwest. Today this application went live.

3. EXECUTIVE SESSION

At 4:35 p.m. Chair Madsen announced that the Board would go into Executive Session for 30 minutes to discuss personnel and legal issues as authorized by RCW 42.30.110. No action will be taken.

At 5:10 p.m. the Board reconvened in Open Session.

The meeting recessed at 5:11 p.m.

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
February 10, 2012**

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Dennis Madsen reconvened the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m., February 10, 2012, in OM 340, Western Washington University, Bellingham, WA.

Board of Trustees

Betti Fujikado, Secretary
Karen Lee
Dennis Madsen, Chair
Ralph Munro, Vice Chair
Phil Sharpe
Jacob Whitish

Western Washington University

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

Chair Madsen announced a change to today's meeting agenda. The Board will take action on an employment contract during the Board Chair Report.

MOTION 02-01-2012 Phil Sharpe moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the minutes of the Board of Trustees Meeting, December 8, 9, 2011.

Motion carried.

2. RECOGNITIONS AND INTRODUCTIONS

- **Bob Schneider, Director, Administrative Computer Services (ADMCS)**

John Lawson, Chief Information Officer, introduced Bob Schneider, Director of Administrative Computer Services. Bob was recognized for his continued leadership in ADMCS and contributions to many projects such as the Banner Finance Initiatives and Millennium Data Warehouse implementation. Bob was also recognized but for the recent national recognition given to Western by University Business magazine for being named as a “Model of Efficiency” for our E-sign process.

- **Billie Watts, Application Systems Manager, ADMCS**

John Lawson, Chief Information Office, introduced Billie Watts, Application Systems Manager, ADMCS. Billie was recognized for her leadership and collaborative skills with all areas of the university. She oversees the Student Information System (SIS) as well as other systems. Billie participated on projects that received the President’s Team Recognition Award for 2009 and 2010.

- **Tina Loudon, Director, Academic and Career Development Services & Susan Anderson, Career Counselor III, Academic and Career Development Services**

Eileen Coughlin, Sr. Vice President, Vice President for Enrollment and Student Services, introduced Tina Loudon and Susan Anderson from Academic and Career Development Services. Because of their leadership recruiting volunteers, WWU ranks second in the nation among medium-sized colleges and universities with alumni serving as Peace Corp volunteers in the 2012.

3. BOARD CHAIR REPORT

Dennis Madsen, Chair, reported on Trustees & Regents Day in Olympia on January 24, 2012. Trustees and Regents from institutions around the State, met with the legislators to reiterate the importance of higher education and the role it plays in the state of Washington.

The Trustees took action on a motion on the employment contract for Cyndie Shepard. President Shepard recused himself from the room during this discussion and action.

MOTION 02-02-2012

Ralph Munro moved, that the Board of Trustees of Western Washington University, upon recommendation of the Provost, accepts and approve the Provost’s report regarding the employment of Cyndie Shepard and ratifies her appointment as a substitute teacher in Spring Quarter of 2011 and Spring Quarter of 2012.

Motion carried.

The Board acknowledged the tremendous work that Cyndie does on behalf of Western Washington University.

4. UNIVERSITY PRESIDENT

Bruce Shepard, President, invited Rich Van Den Hul, Vice President for Business & Financial Affairs to give an update on the developments of the Softball Field. Van Den Hul reported that the project, a partnership of both private and state funding, involved the Western Foundation, Facilities Management, and Enrollment and Student Services. The project is proceeding on time and is expected to be completed by March 1.

Shepard reported that the campus stayed open during the recent inclement weather and most classes continued. Shepard said that improvement is needed in communication with students and will be made for future inclement weather incidents.

Shepard reported on a recent student suicide. The campus communicated with students and parents. Open discussion will continue on this subject to remove the stigma of mental illness and depression.

Shepard reported that admission applications have increased about 6% overall; students of color applications have increased 14%; and out-of-state student applications have also increased. The low application level for international students will be addressed. Shepard said that even though we turn away students, we don't want to become complacent. Western needs to keep the application level high to ensure that we continue to admit quality students and that Western continues to provide a quality education.

5. ASSOCIATED STUDENTS

Anna Ellermeier, Associated Students President, updated the Board on recent activities of the Associated Students. AS renewed the Alternative Transportation Fee that funds alternative transportation for students such as the WTA Bus Pass and the late night shuttle. The fee also funds two support positions.

Ellermeier gave an overview of the Associated Students 2012 State Legislative Agenda. She reported that fifty Western students attended eighty-five meetings in Olympia on the Viking Lobby Day.

6. FACULTY SENATE

Karen Stout, Faculty Senate President, updated the Board on recent activities of the Faculty Senate. Stout reported that at the January 9, 2012, Faculty Senate meeting, the faculty legislative representative and others skyped into the meeting from Olympia. This was the first day of the legislative session and Stout said that it helped the people on campus to hear firsthand on their activities in Olympia.

Stout reported that the Faculty Senate is continuing to work on revisions to the Code of Ethics, Section 7 and 8 of the Faculty Handbook. The revised policies on Consensual Relationships and the Conflict of Interest are expected to be before the Board at the April meeting. A small committee is looking at other housekeeping issues of the Faculty Handbook.

Stout reported that a small subcommittee is collaboratively looking a draft Policy on Possible Elimination and Merger of Programs and Departments on campus. Based on good data, the goal is to enhance the quality programs already at Western. The subcommittee proposed a regular review of all programs that would also include an outside assessment.

8. CONSENT ITEMS

MOTION 02-03-2012

Ralph Munro moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent item:

- Winter Quarter Degrees

Motion carried.

9. RESOLUTION NO. 2012-01 AUTHORIZING THE REFINANCING OF THE STUDENT RECREATION CENTER FEE REVENUE BOND SERIES 2002 AND PROVIDE UP TO \$2.5 MILLION FOR RECREATION IMPROVEMENTS

Rich Van Den Hul, Vice President for Business & Financial Affairs introduced Susan Musselman, SMS Financial Advisors; Cynthia Weed, K&L Gates; Linda Beckman, Director of Division Budgets & Administration, Student Services, and Teresa Mroczkiewicz, Director of Financial Services, BFA.

Van Den Hul said that Resolution 2012-01 is proposed for the sale of Bonds, including delegation of authority to the President or Vice President for Business and Financial Affairs to determine the method, timing and details of the Bond sale. Currently the market conditions are such that refunding the Student Recreation Center Fee Revenue Bonds Series 2002 could result in cost savings of approximately \$170,000 per year. The savings provides an opportunity to finance a portion of the Multipurpose Field.

Eileen Coughlin, Sr. Vice President and Vice President for Enrollment and Student Services presented a brief background on the need of a new Multipurpose Field. The field would be used by Campus Recreation and Intercollegiate Athletics. The financing of the field would be approved by the S&A Committee and would be in partnership with the Western Foundation through donations and in-kind gifts, as well as other sources.

MOTION 02-04-2012

Ralph Munro moved, that Board of Trustees of Western Washington University, upon the recommendation of the President, adopt Resolution No. 2012-01 authorizing the issuance of Student Recreation Center Fee Revenue and Refunding Bonds, Series 2012, including delegation of authority as outlined in the Bond Resolution. The Bond Resolution includes refunding of certain bonds and provides up to \$2.5 million additional Bond proceeds for recreation improvements. The improvements will be reviewed and approved by recommendation of the Student Recreation Center's S&A Fee Committee.

Motion carried.

9. AWARDING AN HONORARY DEGREE

Bruce Shepard, President, said that Washington State Legislature authorized Western Washington University the authority to confer an honorary bachelor's, master's, or doctorate level degree upon persons in recognition of their learning or devotion to education, literature, art, or science. There is an open call for nominations from faculty, staff, students and advisory boards, in which the Trustees are included. The Faculty Senate Executive Council is responsible for reviewing nominations and recommending candidates for honorary degrees to the President. The President then forwards his recommendations to the Chair of the Board of Trustees. The degrees are conferred at Western's Commencement Ceremonies. Western's first honorary degree was awarded to Dr. Jane Lubchenco, and the second will be awarded to Timothy Egan at the March 17, 2012 ceremony. With the Board's approval, Mr. Do-Ho Suh, an internationally renowned sculptor, will accept a degree at the June 2012 commencement ceremony. Shepard said that Heidi Grant Murphy, a Western Alum, has also been selected to receive an honorary degree at a future ceremony.

MOTION 02-05-2012 Ralph Munro moved that Board of Trustees of Western Washington University, approve the award of an honorary doctoral degree to Mr. Do-Ho Suh. Further, the Board delegates its authority to select future recipients of an honorary degree to its Chair in consultant with the University President and subject to confirmation at a future meeting.

Motion carried.

Shepard also suggested adding a brief greeting from the Trustees on behalf of the people of the State of Washington to the Commencement Ceremonies.

10. CENTER FOR SERVICE LEARNING – A FACULTY PERSPECTIVE

Steve Vanderstaay, Vice Provost for Undergraduate Education, introduced Tim Costello, Director of Service Learning. Under Tim's leadership Western's Center for Service Learning, has received both local and national recognition for our service and community engagement. Western was recognized in President's Obama's *Learn and Serve Program*. Vanderstaay noted that Tim has led the Faculty Fellows Program at Western and has been asked to include a Community Fellows Program. The Community Fellows Program will help identify community needs so that Western can partner with community agencies more successfully. Costello noted that this year is the 20th anniversary for the Center for Service Learning.

Dr. Sheila Webb, representing the Faculty Fellows Program, described how she has integrated service learning into her Visual Journalism Course and how learning was integrated with real-world experience. Webb's class partnered with Hope House, Whatcom Council on Aging, SISU Children's Fund, and Allied Arts by designing brochures, logos, videos, and websites, etc.

At 10:25 a.m. Chair Madsen announced a 15 minute break. The meeting reconvened at 10:40 a.m.

11. COLLEGE OF SCIENCES AND TECHNOLOGY – POSSIBILITIES OF ENGINEERING AT WESTERN

Jeff Wright, Dean of the College of Sciences and Technology, gave a brief background on the recommendation for a new Engineering Program at Western to help meet the growing needs of the State of Washington.

Todd Morton, Chair, Engineering Technology Department, gave a brief history of the Engineering Technology Programs currently at Western. The proposal is to build on our strengths and transition from Applied Engineering to Engineering Science by offering programs in Manufacturing Engineering, Electronic Engineering, and Plastics Engineering. The goal is to be accredited by the Engineering Commission and continue Western's *Learn by Doing*, hands-on approach. Morton said that if Western is provided funding in July 2012, our first cohort would start Fall Quarter 2013 and with continued funding, Western would graduate 50 engineering students per year. Morton said we have received overwhelming support from industry partners to offer these programs.

Brad Johnson, Chair, Physics/Astronomy Department, said there is a growing need in the nation and Washington State for jobs with post-secondary STEM (Science, Technology, Engineering and Mathematics) education. Johnson said that since Western is a well-established, public, residential institution with a background in STEM fields and engineering, this is a tremendous opportunity for us to offer an industry-ready preparation in Manufacturing, Plastics and Electrical Engineering.

12. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement gave an update on the University Campaign. Bowers thanked the Trustees for their interest and willingness to support the campaign. The Trustees have established a Board of Trustees Endowed Scholarship, which to date has gifts and pledges of \$95,000. Past, present and future Trustees can contribute to this fund. To be eligible for this scholarship, students must be a Washington resident, have high academic merit, have the financial need, and have demonstrated the ability to overcome obstacles.

Bowers reported that they anticipate having the Campaign leadership identified and recruited by the Foundation Board Meeting on May 18, 2012. Bowers reported that the Foundation continues to work with the colleges on the campaign. The Sr. Director for Development and Leadership Gifts was recently hired.

13. OLYMPIA UPDATE

Sherry Burkey, Associate Vice President for University Relations, joined the meeting via Skype. Burkey reported that they are expecting to see budgets proposals from the House and Senate soon after the February 16th Revenue forecast. The higher education community has been working to make the case for no new cuts to higher education.

Burkey said they have been trying to get support for WWU's proposal to provide Engineering graduates to respond to the needs from the industry, but the Governor's budget proposal only includes new enrollments for engineering for the two research universities.

Burkey said that they have also been working on a package of bills designed to help us be more efficient in our business practices, e.g. job order contracting, increasing thresholds for minor works and predesign projects, changes in direct deposit policy, purchasing and personal services contracts policy, travel policy and equipment maintenance contracts.

Burkey noted that President Shepard and others have spent considerable time in Olympia meeting with legislators to talk about the impact of cuts on Western and the damage additional cuts would have on our ability to serve students and the State.

Burkey said that January 24, 2012 Trustee/Regents Day in Olympia was very successful, with Trustees Madsen and Munro meeting with legislators on behalf of Western. The Western Advocates group has also generated a lot more contact with legislators. Burkey said Western's "team" approach has had a high impact in Olympia.

14. INFORMATION ITEMS

- **Academic Affairs**
Provost Riordan provided information on the *Complete to Compete Performance Plan*.
- **Alumni Relations Report**
Vice President Bowers provided a written report on the university's Alumni Relations activities.
- **Annual University Police Report**
Vice President Van Den Hul provided a written annual update of the University Police Department (UPD).
- **Annual Sustainability Report – Executive Summary**
Vice President Van Den Hul provided the Executive Summary and Highlights of the 2010-2011 Western Sustainability Report.
- **Capital Program Report**
Vice President Van Den Hul provided a written report on the university's capital projects.
- **Development Report**
Vice President Bowers provided a written report on activities of the Western Washington University Foundation.
- **Enrollment and Admissions Summary**
Vice President Eileen Coughlin provided a general update on the university's enrollment and admissions.
- **Mid-Year Housing and Dining Report**
Vice President Eileen Coughlin provided a programmatic and fiscal report to the Board on the University's Housing and Dining System.

- **Quarterly Grant/Contract Report**
Provost Riordan provided information from the Office of Research and Sponsored Programs concerning grant awards from the period July 1, 2011 – September 30, 2011 and fiscal year 2011/12.
- **University Relations Report**
Vice President Swan provided a written report on the recent activities of University Relations.

15. FUTURE AGENDA TOPICS

16. DATE FOR NEXT REGULAR MEETING: April 12 & 13, 2012

17. ADJOURNMENT

The meeting adjourned at 11:55 a.m.

18. LUNCH

The Trustees enjoyed a presentation by students of the Manufacturing and Supply Chain Management Program

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard

DATE: April 13, 2012

SUBJECT: Recognition of Faculty and Staff

Roger Briggs, Professor, Music Department

Composer/conductor Roger D. Briggs is the recipient of the 2011 Mayor's Arts Award. These awards were established to recognize outstanding organizations, businesses and individuals who demonstrate excellence in their artistic discipline, service to the arts, or contribution to arts education in the community. He will be honored on April 25, 2012 at the SPARK Museum.

Briggs joined Western's music faculty in the fall of 1989 as director of the composition program. In addition to teaching composition at Western, Briggs established the "Contemporary Chamber Players" and was appointed conductor of the Western Symphony Orchestra in 1993. In 1993 Briggs was selected "The Washington State Composer of the Year." In 2010 Briggs was recipient of the American Society of Composers, Authors, and Publishers (ASCAP) award from the League of American Orchestras. Briggs' works have been performed in The Carnegie Recital Hall, Chicago's Cultural Arts Center, the Frederic Chopin Academy in Warsaw, and Moscow's Glinka Hall. After an 18 year career, Briggs is retiring as the artistic director of the Whatcom Symphony Orchestra.

Briggs received his Bachelor's degree from Memphis State University and his Master of Music and Ph.D. from The Eastman School of Music.

RESOLUTION NO. 2012-01

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
CONGRATULATING THE WWU MEN'S BASKETBALL TEAM**

WHEREAS, The Western Washington University (WWU) men's basketball team won the NCAA Division II National Championship on March 24 by defeating Montevallo (Ala.), 72-65, at The Bank of Kentucky Arena in Highland Heights, Ky.

WHEREAS, the national championship was the first in the program's 110-year history and just the second by a collegiate men's basketball team in state history and just the first in 36 years; and

WHEREAS, the Vikings had a 31-5 record, the win total being the best in school history; and

WHEREAS, WWU was ranked No.12 in the final regular season National Association of Basketball Coaches Top 25 Poll; and

WHEREAS, WWU made just the school's second NCAA II Elite Eight appearance, defeating Midwestern State (Texas) 64-63 in the quarterfinals and Stonehill (Mass.) 71-66 in the semifinals before its title game triumph; and

WHEREAS, the Vikings won the NCAA II West Regional championship, defeating Seattle Pacific, 56-50, in the title game after posting wins over Grand Canyon AZ, 79-73, and Chico State, 74-65; and

WHEREAS, the Vikings won the Great Northwest Athletic Conference regular-season title with a 16-2 record; and

WHEREAS, WWU was 17-1 in home games, the most wins and best percentage (.944) in school history; and

WHEREAS, WWU's Brad Jackson was named national Coach of the Year by the NABC and DII Bulletin, as well as being NABC West District and GNAC Coach of the Year; and

WHEREAS, Rory Blanche was named a first-team CoSIDA Academic All-American, Elite Eight All-tournament, first-team NABC and Daktronics West Region all-star, first-team GNAC all-star and GNAC academic all-star; and

WHEREAS, John Allen was voted West Regional Most Outstanding Player, with Blanche and Zach Henifin also selected to regional all-tournament team; and

WHEREAS, John Allen was a second-team GNAC all-star and Richard Woodworth received honorable mention and Elite Eight all-tournament recognition; and

WHEREAS, Chris Mitchell was a GNAC academic all-star; and

WHEREAS, the team members (John Allen, Rory Blanche, Alfred Davis, Damien Fisher, Zach Henifin, Paul Jones, Chris Mitchell, Shedrick Nelson, Cameron Severson, Dane Thorpe, Rico Wilkins, Richard Woodworth and Dan Young) distinguished themselves as student-athletes in the classroom and on the court throughout a rigorous schedule; and

WHEREAS, the entire team demonstrated fine sportsmanship and inspired youth to work hard, play well and enjoy athletic competition; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially recognizes the WWU men's basketball team for its unprecedented accomplishments and extends to the team the Board's gratitude and best wishes on behalf of the entire University Community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on April 13, 2012.

ATTEST:

Dennis Madsen, Chair

Betti Fujikado, Secretary

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

TO: Members of the Board of Trustees
FROM: Dennis Madsen, Chair, Board of Trustees
DATE: April 13, 2012
SUBJECT: Board Chair Report
PURPOSE: Information Item

Purpose of Submittal:

Board Chair Dennis Madsen will report to members of the Board, and President Shepard and his staff, on topics related to the Board of Trustees.

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

TO: Members of the Board of Trustees

FROM: Bruce Shepard, President

DATE: April 13, 2012

SUBJECT: President's Report

PURPOSE: Information Item

Purpose of Submittal:

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

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard on behalf of the Associated Students

DATE: April 13, 2012

SUBJECT: **Associated Students**

PURPOSE: Associated Students Report

Purpose of Submittal:

AS President Anna Ellermeier will brief the Board of Trustees on recent activities of the Associated Students.

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard for Senate President Karen Stout

DATE: April 13, 2012

SUBJECT: **Faculty Handbook Appendix 5: Code of Faculty Ethics, *revised Sections 7 and 8***

PURPOSE: Information Item

Karen Stout, Faculty Senate President, will update the Board on the proposed revisions to the Faculty Handbook Appendix 5: Code of Faculty Ethics, revised Sections 7 and 8.

Attachments:

- **Section 7: Conflict of Interest Resulting from Family and/or Intimate Personal Relationships in Employment Situations (See POL U5410.01)**
- **Section 8: Consensual Intimate Personal Relationships Between Faculty and Students (See POL 1600.xxxx)**

Section 7: Conflict of Interest Resulting from Family and/or Intimate Personal Relationships in Employment Situations (See POL U5410.01)

Definition:

“**Family Members**” shall mean members of the same immediate or extended family, such as spouse, sibling, parent, legal guardian, child.

“**Intimate Personal Relationship**” shall mean emotional or physical relationship that has sexual or romantic overtones. This definition also includes persons in a co-habitation relationship and any persons engaged in a romantic or sexual relationship.

The university employs and retains the best qualified individuals as members of the faculty, administration, and staff. The protection of the individual as well as of the university, however, requires certain safeguards from potential conflicts of interest.

No faculty member, department chair, academic dean, or other academic administrative officer of Western Washington University, including the President and Provost, shall participate in any decision that directly affects the condition of employment with the university for family members or partners in an intimate personal relationship. These decisions include appointment, evaluation, promotion, retention, discipline, or dismissal.

Whenever a department chairperson, academic dean, or other administrative officer would in the normal course of business participate in a decision prohibited under this section, the Provost/Vice President for Academic Affairs shall delegate the responsibility for such a decision to an appropriate person.

No employee shall review, audit, or administer public funds under the control of another family member or partner in an intimate personal relationship.

When employees discover that their duties will lead to making decisions that directly affect the condition of employment at the university for family members or partners in an intimate personal relationship, they will promptly inform their immediate supervisors (i.e., chair, director, dean, etc.) and request that those duties be assigned to different employees.

Section 8: Consensual Intimate Personal Relationships between Faculty and Students (See POL 1600.xxxx)

Definitions:

“Intimate personal relationship” shall mean emotional or physical relationship that has sexual or romantic overtones.

“Faculty” shall mean all those who hold tenure-track, tenured, and non-tenure track faculty appointments.

“Students” shall mean students in a faculty member’s class, a student employee under a faculty’s supervision such as graduate teaching or research assistant or a student who was or may be mentored, advised or evaluated in any way by a faculty member.

Intimate personal relationships between faculty members and students currently in the faculty member’s class or under that individual’s supervision are prohibited and considered a violation of the Code of Ethics, since the faculty member has professional responsibility for the student. (See Section 7 of this Code regarding “Conflict of Interest Resulting from Family Relationships.) Intimate personal relationships between faculty members and students occurring outside the instructional and supervisory context may also lead to difficulties, particularly when the faculty member and student are in the same academic unit or in units that are academically allied. In such situations, the faculty member may face serious conflicts of interest and should be careful to maintain distance from any decisions that may reward or penalize the student involved. A faculty member who fails to withdraw from participation in activities or decisions that may reward or penalize a student with whom the faculty member has or had an intimate personal relationship is considered to be in violation of the Code of Ethics.

The university’s educational mission is promoted by professionalism in faculty-student and supervisor-subordinate (e.g., faculty and teaching or graduate assistant; advisor and student) relationships which are maintained by an atmosphere of mutual trust and respect. Actions that negatively impact this atmosphere undermine professionalism and the fulfillment of the university’s educational mission. Intimate personal relationships between faculty members and currently enrolled students are unwise because of the trust accorded to the faculty by their students. Faculty and supervisors have power over students through grading, evaluating creative and scholarly endeavors, making recommendations for further studies or future employment, or conferring any other benefits. Intimate personal relationships between faculty and students or supervisors and students create the risk of real or perceived favoritism toward the student in the personal relationship and potential harm to this and other students. When a power disparity exists in the academic or employment association of the individuals in the intimate personal relationship, the academic or employment interests of the student must be protected.

Trust and respect are diminished when those in positions of authority abuse or appear to abuse their power. Those who abuse or appear to abuse their power violate their duty to the university community. Such situations greatly increase the chances that faculty may abuse their power and emotionally or sexually exploit the student. Voluntary consent by the student in such relationship is legally questionable, given the fundamentally asymmetric nature of the relationship. Moreover, other students and faculty may be affected by such unprofessional behavior because it places the faculty member in a position to favor or advance one student's interest at the expense of others and implicitly makes obtaining benefits contingent on continuing the intimate personal relationship.

Individuals should be aware that consensual personal relationships that are intimate (emotionally or physically) or romantic or sexual in nature, may result in claims of sexual harassment (See POL-U1600.04) because the voluntariness of the consent is legally questionable due to the power differential that exists between faculty and students and supervisors and students. This differential makes such relationships vulnerable to exploitation and to claims of exploitation. If a sexual harassment claim subsequently is filed by a student in an intimate personal relationship with his/her faculty member or supervisor, this matter will be subjected to investigation regardless of whether it could be at any point characterized as a consensual relationship.

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard
DATE: April 13, 2012
SUBJECT: **Consent Items**
PURPOSE: Action Items

Purpose of Submittal:

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

Proposed Motion:

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

- Approval of General Contractor Construction Manager Preconstruction Services for Carver Academic Renovation (PW 645)
- Construction Contract for Mathes Hall Renovation (PW 642)
- Construction Contract for Classroom and Lab Upgrades (PW 644)

Supporting Information:

Materials supporting the consent item agenda are attached.

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Approval of General Contractor Construction Manager
Preconstruction Services for Carver Academic Renovation, PW 645**

PURPOSE: Action Item

Purpose of Submittal:

Approval of a General Contractor Construction Manager contract for preconstruction services for the Carver Academic Renovation project. Award following Board action.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a preconstruction services contract to M. A. Mortenson Construction, Bellevue, Washington, for a fee of \$247,253.00 (including reimbursables), to provide General Contractor Construction Manager preconstruction services for the Carver Academic Renovation project.

Supporting Information:

M. A. Mortenson Construction was the successful firm from nine teams responding to the Request for Qualifications for General Contractor Construction Manager services for the Carver Academic Renovation project. The firms responding to the Request for Qualifications (RFQ) included:

Absher Construction Company, Puyallup
Andersen Construction Company, Seattle
BNBuilders, Seattle
Dawson Construction Inc., Bellingham
Hoffman Construction Company, Seattle
JE Dunn Construction, Bellevue
M. A. Mortenson Construction, Bellevue
Skanska USA Building, Inc., Seattle
Turner Construction Company, Seattle

After review of the RFQ submittals the following four firms were selected for interviews and, following the interviews, were asked to submit bids for their fee and lump sum bid for general conditions:

Hoffman Construction Company, Seattle
M. A. Mortenson Construction, Bellevue
Skanska USA Building, Inc., Seattle
Turner Construction Company, Seattle

Mortenson was the highest scoring firm based on evaluations of all firms' submittals, interviews held on campus, and bids for fees and general conditions. Mortenson demonstrated their ability to manage complex projects such as the Carver Renovation and has completed a number of General Contractor Construction Manager projects in the State of Washington. Mortenson also submitted a highly experienced project team for the Carver Project. The RFQ reviews and interviews were done by a committee consisting of University representatives, industry experts, and LMN Architects, the prime consultant on the project.

The process used to select Mortenson is similar to the process used for the Miller Hall project General Contractor Construction Manager selection. Following the preconstruction phase, the University will work with the General Contractor Construction Manager firm to develop a construction phase contract. The construction phase contract will be brought to the Board for approval at that time. The General Contractor Construction Manager process requires that all subcontractor packages be publicly bid out. The General Contractor Construction Manager firm may or may not bid on the subcontractor packages, but is not allowed to perform more than 30% of the construction.

Recent legislation now allows the General Contractor Construction Manager to contract with mechanical and electrical subcontractors for preconstruction services. The selection process is similar to the selection process for the General Contractor Construction Manager firm. Western will work with the General Contractor Construction Manager to evaluate the possibility of having them pursue preconstruction services for mechanical and electrical subcontractors. The benefit to this would be to reduce risk associated with these complex systems.

Source of Funding: State Building Construction Account – Appropriated

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Vice President Van Den Hul

DATE: April 13, 2012

SUBJECT: Construction Contract for Mathes Hall Renovation, PW 642

PURPOSE: Action Item

Purpose of Submittal:

Award a construction contract for the Mathes Renovation, PW 642. Contract award following Board action. Construction to start June 11, 2012.

Proposed Motion:

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a construction contract to Regency Northwest, Bellevue, WA, for the amount of \$3,654,000 (base bid, plus alternates 1-5) for the Mathes Hall Renovation.

Supporting Information:

The Auxiliary Capital Plan for University Residences was presented to the Board of Trustees at its December 2010 meeting, and the Mathes Hall project was shown to be completed as scheduled below:

Summer 2012 – Mathes Phase 1
Summer 2013 – Mathes Phase 2

The Mathes Hall Renovation project includes upgrading fire alarm and detection systems, installing fire suppression system (sprinklers), abating and replacing flooring in student rooms, replacing doors and upgrades for seismic resistance.

This project was advertised for competitive bidding on February 3, 2012 with the bid opening held at 3:00 p.m. on March 16, 2012. Four bids were received by the University (see attached bid summary). The project has two phases, phase 1 summer 2012 and phase 2 summer 2013.

King Architecture, Bellingham, WA, prepared the plans and specifications for this project.

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

Source of Funding:

Housing & Dining System – Non-Appropriated

BID SUMMARY

Job: PW642 MA Renovation
Client: Housing
Date: March 16, 2012
MACC: \$3,800,000.00

Alternate No.	Description & Bid Item	Engineer's Estimate	Carlacucio	Regency NW	MBR	Dawson		
	Base Bid	\$ 3,195,639.00	\$ 2,249,000.00	\$ 2,337,000.00	\$ 2,640,000.00	\$ 2,420,000.00		
1	New Wardrobes	\$ 802,825.00	\$ 962,000.00	\$ 617,000.00	\$ 534,000.00	\$ 732,000.00		
2	New 3' doors	\$ 173,210.00	\$ 118,000.00	\$ 241,000.00	\$ 32,000.00	\$ 204,000.00		
3	Seismic Improvements	\$ 216,926.00	\$ 208,000.00	\$ 277,000.00	\$ 294,000.00	\$ 230,000.00		
4	Additional Door Hardware Replacement	\$ 117,943.00	\$ 74,000.00	\$ 86,000.00	\$ 113,000.00	\$ 110,000.00		
5	Elevator Hoistway Opening Protection	\$ 132,728.00	\$ 89,000.00	\$ 96,000.00	\$ 112,000.00	\$ 124,000.00		
6								
Compare to MACC: sub total		\$ 4,639,271.00	\$ 3,700,000.00	\$ 3,654,000.00	\$ 3,725,000.00	\$ 3,820,000.00	\$ -	\$ -
8.50% sales tax		\$ 394,338.04	\$ 314,500.00	\$ 310,590.00	\$ 316,625.00	\$ 324,700.00	\$ -	\$ -
Grand Total		\$ 5,033,609.04	\$ 4,014,500.00	\$ 3,964,590.00	\$ 4,041,625.00	\$ 4,144,700.00	\$ -	\$ -

Total Base Bid plus accepted Alt		subtotal	\$ 4,639,271.00	\$ 3,700,000.00	\$ 3,654,000.00	\$ 3,725,000.00	\$ 3,820,000.00	\$ -	\$ -
		8.50% sales tax	\$ 394,338.04	\$ 314,500.00	\$ 310,590.00	\$ 316,625.00	\$ 324,700.00	\$ -	\$ -
		Grand Total	\$ 5,033,609.04	\$ 4,014,500.00	\$ 3,964,590.00	\$ 4,041,625.00	\$ 4,144,700.00	\$ -	\$ -

Trench & Safety Provisions			\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 500.00		
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Subcontractors								
HVAC								
Plumbing								
Electrical								
Fire Alarm Systems								
Fire Sprinkler Systems								

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Construction Contract for Classroom and Lab Upgrades, PW 644**

PURPOSE: Action Item

Purpose of Submittal:

Award a construction contract for the Classroom and Lab Upgrades, PW 644. Contract award following Board action. Construction to start June 12, 2012.

Proposed Motion:

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Colacurcio Brothers, Blaine, WA, for the amount of \$2,652,000.00 (base bid, plus alternates 1, 2, 3, and 4) for the construction contract to construct the Classroom and Lab Upgrades project.

Supporting Information:

Classrooms and labs are in Arntzen Hall, Bond Hall, Environmental Studies, Ross Engineering, Performing Arts, and Humanities. Twenty rooms were designed and three of the rooms are additive alternates. All work will occur during Summer and Fall Quarters of 2012. Work includes hazardous materials abatement; new lecture podium systems with computer, video and projection equipment; projection screen; whiteboards; modifications to doors, walls, and ceilings; new flooring, ceilings and acoustical wall treatments; modifications to mechanical and electrical systems; and updated furnishings in some rooms.

This project was advertised for competitive bidding on March 2 with the bid opening held at 3:00 PM on March 23, 2012. Nine bids were received by the University (see attached bid summary).

RMC Architects of Bellingham, WA, prepared the plans and specifications for this project.

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

Sources of Funding:

- State Building Construction Account – Appropriated
- WWU Capital Projects Account – Appropriated
- College of Sciences and Technology Legacy Funds (bid alternate #4)

BID SUMMARY

Job: PW644 Classrooms
Client: Capital
Date: March 16, 2012
MACC: \$2,762,000.00

Alternate No.	Description & Bid Item	AE Estimate	Colacurcio	Franklin	MBR	Faber	CDK	Dawson	Regency	Anderson	Tiger
		Woolsey	1	2	3	4	5	6	7	8	9
	Base Bid	\$ 2,380,705.00	\$ 2,340,000.00	\$ 2,360,000.00	\$ 2,449,000.00	\$ 2,395,000.00	\$ 2,442,000.00	\$ 2,398,000.00	\$ 2,499,000.00	\$ 2,540,000.00	\$ 2,480,000.00
1	AH 317	\$ 147,315.00	\$ 91,000.00	\$ 76,100.00	\$ 73,000.00	\$ 97,000.00	\$ 93,900.00	\$ 132,000.00	\$ 77,000.00	\$ 106,000.00	\$ 140,000.00
2	HU 109	\$ 94,189.00	\$ 69,000.00	\$ 79,700.00	\$ 70,000.00	\$ 84,000.00	\$ 81,000.00	\$ 116,000.00	\$ 79,000.00	\$ 97,000.00	\$ 125,000.00
3	PA47	\$ 82,467.00	\$ 74,000.00	\$ 75,300.00	\$ 70,000.00	\$ 98,000.00	\$ 74,700.00	\$ 75,000.00	\$ 77,000.00	\$ 82,000.00	\$ 115,000.00
4	AMSEC: ES 130, 130A, 131	\$ 58,912.00	\$ 78,000.00	\$ 87,000.00	\$ 92,000.00	\$ 92,000.00	\$ 81,800.00	\$ 58,000.00	\$ 76,000.00	\$ 88,000.00	\$ 115,000.00
5											
6											
Compare to MACC: sub total		\$ 2,763,588.00	\$ 2,652,000.00	\$ 2,678,100.00	\$ 2,754,000.00	\$ 2,766,000.00	\$ 2,773,400.00	\$ 2,779,000.00	\$ 2,808,000.00	\$ 2,913,000.00	\$ 2,975,000.00
	8.7% sales tax	\$ 240,432.16	\$ 230,724.00	\$ 232,994.70	\$ 239,598.00	\$ 240,642.00	\$ 241,285.80	\$ 241,773.00	\$ 244,296.00	\$ 253,431.00	\$ 258,825.00
	Grand Total	\$ 3,004,020.16	\$ 2,882,724.00	\$ 2,911,094.70	\$ 2,993,598.00	\$ 3,006,642.00	\$ 3,014,685.80	\$ 3,020,773.00	\$ 3,052,296.00	\$ 3,166,431.00	\$ 3,233,825.00

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard on behalf of Vice President Eileen V. Coughlin
DATE: April 13, 2012
SUBJECT: Housing and Dining Rate Increases for 2012-2013
PURPOSE: Action Item

Purpose of Submittal:

To obtain approval from the Board for increases in rates for Housing and Dining room and board for 2012-2013.

Points to Consider:

- The majority of the rate increase is to address modest inflation and capital plan expenditures. Operating cost increases are offset through operating cost reductions as well as increases to certain income streams.
- The proposed 3.0% rate increase allows investment for scheduled renovations, is below the rate increase range of 4% – 5% projected in the 10-year capital plan, and is sensitive to students' total WWU cost.
- The current long-term capital plan, shared at the Trustee's December 2010 meeting, was based on the approximate rate increases shown below. Capital plan revisions and adjustments to inflation estimates may result in changes to these estimates.

Year	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>
<i>Estimated</i>	4.50%	5.00%	4.75%	4.75%	4.75%
<i>Actual/proposed</i>	4.50%	4.75%	4.25%	4.00%	3.00%
Year	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
<i>Estimated</i>	4.75%	4.75%	4.75%	4.75%	4.75%

Supporting Information:

- Housing and Dining Proposed Rates (copy of document shared with student groups)
- Housing and Dining Proposed Operations for 2011-12 and 2012-13
- Rate Comparison Charts
- Ten-year Rate History

Source of Funding:

Housing and Dining System

Action/Decision Needed from the Board:

Approval of the proposed room and board rates for 2012-2013.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2012-2013 proposed rates call for a 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

**WESTERN WASHINGTON UNIVERSITY
HOUSING & DINING SYSTEM
2012-2013 PROPOSED RATES**

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

PRO-FORMA SUMMARY:

March 1, 2012

Introduction

The attached budget and rates represent the recommendations for fiscal year 2012-13. While the challenging fiscal climate facing the state and WWU continues to generate uncertainties into some elements that affect the System's rates, there are areas that have somewhat settled out, for example, the new dining services program and the opening of the Buchanan Towers addition. Each operating line item in the budget has been reviewed to ensure that revenue opportunities are examined and costs are managed carefully. The System's leadership has presented a budget and rate proposal which responsibly responds to inflationary pressures, maintains the core functions of the quality residential program, and considers the total cost for students to attend Western. As with every year, a major influence for planning came from the University's Strategic Action Plan and standards and expectations outlined in the Principles for the Housing & Dining System. This recommended budget meets those standards and ensures that management attends to the necessary reserve fund balances, planned major maintenance, debt service coverage, and capital planning. The figures and explanatory text reflect student input from surveys and committees as well as the most recent projections for revenue and expenditures.

The Capital Plan

The Enrollment and Student Services Housing & Dining Capital Plan ensures that the System's facilities meet Western's enrollment plan; meet or exceed the Board of Trustees' fiscal principles, invests in infrastructure to ensure longevity, health and safety, and responds to changing student needs and expectations. The Fiscal Year 2013 projects represent the largest capital expenditures in recent years including phase two of both the Ridgeway Beta fire sprinkler installation/room renovation and the wireless access point installation; the start of the Mathes fire sprinkler project; and planning for the Ridgeway Alpha and Edens North sprinklers and room renovations. Capital projects planned over the following 10 years include continued fire sprinkler additions, room and bathroom renovations, upgrades to radiant heat systems, and seismic upgrades.

Why is a Housing Rate Increase Needed?

The proposed rates represent the System's continued efforts to provide a quality program at an affordable cost. The attached documents review the impacts of the additional costs to the system, and the results of the responses to those impacts. The larger increases include contributions to the System's capital plan for planned renovations, expenditures for major building repairs, and anticipated increases for the dining rate and the institutional overhead assessment. In the midst of these cost pressures, residential programs and services are expected to continue at a high quality level. System staff continues to look for efficient operating means and methods to bring quality services to students. State funds are not used to support the Housing & Dining system.

Proposed Rate Increase:

- The proposed residence hall and Birnam Wood rate increase is 3%.

- The budget and rate materials presented below show that the System can support its 2012-13 programs with a rate increase of 3% based on our current understanding of expected inflationary pressures.
- The 3% increase is slightly less than the long-range financing plan presented to the Board of Trustees and the Residence Hall Association which projects annual increases in the 4-5% range over a ten-year period. The projects in the long-range financing plan are not affected by this slight reduction.

Impact of the Rate Increases

- Residence halls: At a 3% increase, a double room w/125-Block Meal Plan increases \$29/month or \$263 for the school year.
- Birnam Wood: With four residents per unit, a 3% increase increases the rent by \$9.62/month or \$87 for the school year.

Background Information and Revenue & Expenditure Details:

Comments and figures pertaining to FY2013 are compared to the FY2012 proposed budget and rates presented at the April 2011 Board of Trustees meeting (revised Fall 2011 to address opening occupancy adjustments).

Revenue Highlights and Assumptions

- Overall, the budgeted operating revenue increase is \$1,735,000 or 4.8% over FY2012's proposed budget.
- Occupancy calculations include opening counts at 4,038, reflecting a reduction of 16 students, a slightly increased attrition rate to reflect FY2012 fall/winter trend, and an adjustment to meal plan-ownership patterns compared to the FY2012 pro-forma budget.
- Rental income is reduced \$33,000 or 24% due to the termination of the off-campus apartment leases.
- There is a slight increase in anticipated conference revenues.
- There are increased commissions per the food services management agreement, the results of which were not available at the time the 2011-12 budget and rates were under development.
- The VU Building Fee variance shown on the pro-forma is due to the prior year's (FY2012) budget figure not reflecting the result of the fee increase which occurred via a separate process in spring 2011. There is no increase proposed to the Viking Union building fee for 2012-13.

Operating Expenditures Highlights and Assumptions

- Budgeted operating expenditures are projected to increase by \$744,000 or 3.0%.
- Wages and benefits increase \$46,000 or 0.75%. Primary drivers for the increase are the state minimum wage, and room and board increase for resident advisors. There are no state cost-of-living increases, but classified staff step increases are incorporated.
- Dining services rates are under negotiation. The increase shown is the combination of an estimated residential dining rate increase, and increased voluntary meal plan sales.

- Taken together, the decrease in utilities is about \$80,000 or -2.7% led by a continued favorable natural gas market. Internet bandwidth (Communications line) shows a 40% increase, although a portion of that increased expense was taken during the October 2011 budget adjustments when bandwidth was increased.
- Equipment purchases increase 52% due to additional furniture replacements, phase 2 of the emergency communications system, and implementation of a key-tracking system.
- Rentals and operating leases decrease \$88,000 or 91% due to the termination of the New York apartment leases.
- Institutional Services, which includes the University's Administrative Services Assessment (ASA) and University Police (Greencoat security staff) increases 12%. The ASA rate is estimated here at 5.5% of adjusted revenue compared to 4.5% in FY2012.

Non-Operating Expenditures Highlights and Assumptions

- Allocations for major repairs and planned renovations increase \$274,000 or almost 8%. This investment in the existing facilities keeps the System within targeted levels per the fiscal principles established by the Board of Trustees.
- Transfer to the System's capital plan increases \$746,000 or 29%. Upcoming projects include two fire sprinkler additions, and the final phase of installation of wireless access points in all residential areas.
- Overall, budgeted non-operating expenditures and transfers increase \$991,000 or 8.7%.

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM
PROPOSED OPERATIONS FOR BUDGET YEARS ENDED JUNE 30, 2012 & 2013**

	PROPOSED BUDGET 2011-12 As Presented to BOT	DRAFT BUDGET 2012-13 As of 2/27/12	PERCENT CHANGE	DIFFERENCE BUDGET \$
REVENUES				
Room and Board Payments	\$31,509,000	\$31,995,000	1.54%	\$486,000
Room and Board Fees and Penalties	142,500	142,500	0.00%	0
Investment Income	102,000	50,000	-50.98%	(52,000)
Bond Interest Subsidy	318,574	318,574	0.00%	0
Housing Rentals	136,650	103,897	-23.97%	(32,753)
Conferences	554,069	573,069	3.43%	19,000
Commissions	522,300	1,762,300	237.41%	1,240,000
Viking Union Programs & Services	161,564	149,750	-7.31%	(11,814)
S & A Fee Distribution (Viking Union)	1,253,000	1,253,000	0.00%	0
Building Fee (Viking Union)	1,519,934	1,606,579	5.70%	86,645
Other	93,150	93,150	0.00%	0
Total Revenues	\$36,312,741	\$38,047,819	4.78%	\$1,735,078
OPERATING EXPENDITURES				
Salaries & Benefits	\$6,143,653	\$6,189,816	0.75%	\$46,163
Food Service (net of capital contribution)	10,405,870	10,898,605	4.74%	\$492,735
Communications	255,485	358,830	40.45%	\$103,345
Electricity	763,343	758,948	-0.58%	(\$4,395)
Heat	1,449,933	1,373,721	-5.26%	(\$76,212)
Water/Sewer	396,227	396,227	0.00%	\$0
Refuse Disposal/Recycling	266,651	266,651	0.00%	\$0
Television Cable	111,725	111,725	0.00%	\$0
Maintenance & Repairs	1,991,070	2,001,745	0.54%	\$10,675
Operating Supplies	231,365	234,235	1.24%	\$2,870
Equipment	296,424	451,411	52.29%	\$154,987
Insurance	457,852	451,852	-1.31%	(\$6,000)
Rentals and Operating Leases	97,014	8,925	-90.80%	(\$88,089)
Institutional Services & ASA	1,261,896	1,407,968	11.58%	\$146,072
Assigned Student Affairs Costs	78,000	78,000	0.00%	\$0
Other Expenditures	772,049	734,329	-4.89%	(\$37,720)
Total Operating Expenditures	\$24,978,557	\$25,722,988	2.98%	\$744,431
NON-OPERATING EXPENDITURES/TRANSFERS				
Bond Debt Service	\$5,465,895	\$5,461,713	-0.08%	(\$4,182)
R&R/ Minor Cap./Public Works Projects	3,280,023	3,553,583	8.34%	273,560
Other Transfers	25,000	0	-100.00%	(25,000)
Transfer for capital plan support	2,563,266	3,309,535	29.11%	746,269
Total Non-Operating Expenditures	\$11,334,184	\$12,324,831	8.74%	\$990,647
Total Expenditures	\$36,312,741	\$38,047,819	4.78%	\$1,735,078
EXCESS (DEFICIT) OF REV OVER EXP	\$ 0	\$ 0		\$ 0

SEE FOOTNOTES FOR EXPLANATIONS

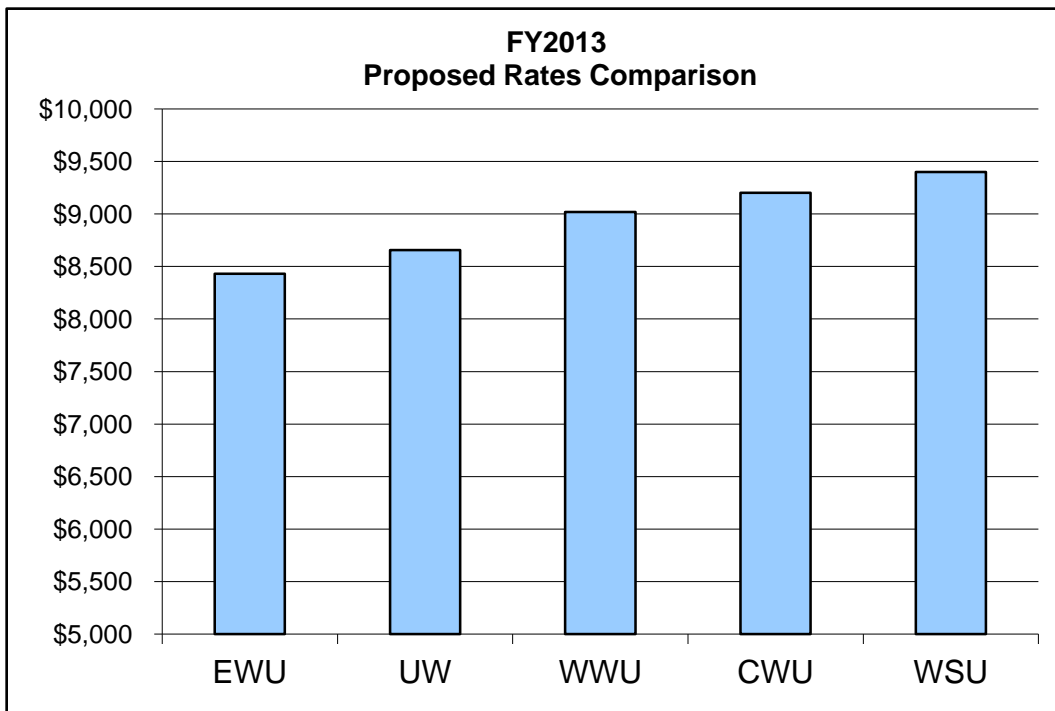
FOOTNOTES TO THE ATTACHED 2012-13 HOUSING & DINING SYSTEM PROPOSED BUDGET

- (1) The 2011-12 Budget, as approved by the WWU Board of Trustees April 2011, is shown to compare with the 2012-13 proposed budget. After Fall opening, adjustments were made based on an analysis of opening residence hall and apartment occupancy. Those October 2011 revisions are not shown here.
- (2) Large budgeted variance due to FY2012 reduction made in Fall 2011, after rates were presented to BOT. FY2013 Investment income reduced slightly to reflect estimated actual investment pool returns.
- (3) Other Income includes: Western Card replacements, ticket sales, and interdepartmental support recharges.
- (4) The Food Service line incorporates expenses for residential dining, catering, conference dining and departmental food costs. The variance shown is due to the anticipation of a board plan price increase (dining rate increase is currently under negotiation), and increased voluntary meal plans.
- (5) Line item total includes institutional services recharge (ASA) and the expense for University Police Greencoats (safety assistants). The WWU overhead assessment rate used here for FY2013 is 5.5% vs. 4.5% for FY2012.
- (6) The "Transfer for Capital Plan Support" is an allocation representing Operating, Non-Operating and Building Fee funds to be placed into the System's Renewal & replacement Reserve Fund for planned Capital Plan projects for University Residences and the Viking Union.

**WASHINGTON PUBLIC UNIVERSITIES
RESIDENCE HALL ROOM & BOARD PLAN COSTS
FY2013 (Revised 3/25/12)**

For a Double Room with Best-as-Possible Program & Meal Plan Comparison:

	EWU	UW	WWU	CWU	WSU
	Gold	"Level 4"	125 Block	"Large"	Level 2
Type of Meal Plan	Meals & Points	Declining Balance	Meals & Points	Declining Balance	Declining Balance
Elements of the Meal Plan	Equivalent to 2 to 3 meals per day	Equivalent of 13-15 meals/wk	Approx. 12+ meals/wk + \$450 Points	Equivalent to Approx. 14 meals/wk	Equivalent to Approx. 14 meals/wk
What you'd see on their web page	\$8,412	\$8,655	\$9,018	\$9,201	\$9,398
Additional Charges not part of the base	\$30	\$0	\$0	\$0	\$0
Total Cost of a Double Room and Meals:	\$8,442	\$8,655	\$9,018	\$9,201	\$9,398
Rate of Increase Over 2011-12	Proposed 7.1%	Proposed 3.8%	Proposed 3.0%	estimated 4.0%	Approved 4.3%



**WESTERN WASHINGTON UNIVERSITY
HOUSING & DINING SYSTEM**

TEN YEAR HISTORY OF RESIDENCE HALL RATES

ACADEMIC YEAR	ACADEMIC YEAR RATE with 125 BLOCK PLAN*	% OF CHANGE
2002-03	\$5,648	
2003-04	\$5,945	5.25%
2004-05	\$6,242	5.00%
2005-06	\$6,523	4.50%
2006-07	\$6,784	4.00%
2007-08	\$7,089	4.50%
2008-09	\$7,412	4.50%
2009-10	\$8,076 *	4.75%
2010-11	\$8,419	4.25%
2011-12:	\$8,755	4.00%
2012-13	\$9,018	3.00%
10-Year Average Percentage Change		4.38%

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

SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2012-2013

Room & Board Plans: Academic Year (@ 3% increase)	2011-12 Actual	at 3% incr. 2012-13 Proposed	2012-13 Cost per Month
Double Room with Unlimited meal plan	\$9,100	\$9,373	\$1,041
Double Room with 125-Block meal plan	\$8,755	\$9,018	\$1,002
Double Room with 100-Block meal plan	\$8,417	\$8,670	\$963
Double Room w/ 75-Block meal plan	\$8,075	\$8,317	\$924
Triple Room with 125-Block meal plan	\$7,618	\$7,847	\$872
Single Room with 125-Block meal plan	\$9,689	\$9,980	\$1,109
Birnam Wood Apartment Rents: Academic Year (3% increase)			
Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants)	\$321	\$331	\$331

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Naming of Multipurpose Field (*tentative*)**

PURPOSE: Action Item

Purpose of Submittal:

The Foundation has reached a verbal agreement with a donor for a significant gift designated for the multi-purpose field project, and that gift will allow the university to move forward on construction plans. We plan to invite the Board of Trustees to consider a naming opportunity in recognition of this donor's generosity. Because of the confidentiality and sensitivities involved, details are not publicly available at this time. We anticipate that the recommendation from the President to the Board will be on the agenda either in April or June.

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

TO: Members of the Board of Trustees
FROM: Dennis Madsen, Chair
DATE: April 13, 2012
SUBJECT: **Approval of the President's Contract**
PURPOSE: Action Items

Purpose of Submittal:

The Board has the opportunity to take action on contractual items discussed in Executive Session.

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard
DATE: April 13, 2012
SUBJECT: 2013-2014 Board of Trustees Meeting Schedule
PURPOSE: Action Item

Purpose of Submittal:

To establish the 2013 and 2014 meeting schedule for the Board of Trustees of Western Washington University.

Upon approval, the schedule will be submitted to the Code Reviser's Office and the Office of University Communications.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University establish the following meeting schedule for the year 2013 and 2014:

February 7, 8, 2013	February 6, 7, 2014
April 11, 12, 2013	April 10, 11, 2014
June 13, 14, 2013	June 12, 13, 2014
August 22, 23, 2013	August 21, 22, 2014
October 10, 11, 2013	October 9, 10, 2014
December 12, 13, 2013	December 11, 12, 2014

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **2013-2015 Capital Request and 2013-2023 Capital Plan Drafts**

PURPOSE: Presentation and Discussion

Purpose of Submittal:

The following information is provided to the Board of Trustees as support documentation for presentation and discussion of the University's 2013-2015 Capital Budget Request and the 2013-2023 Capital Plan drafts. These items will be brought back to the Board in June 2012 for final approval.



2013-2015 Capital Request and 2013-2023 Capital Plan Drafts

Board of Trustees

April 13, 2012

CAPITAL PLANNING AND DEVELOPMENT PROCESS

The Capital Planning and Development Process was further refined this biennium after several months of discussion about the 2011-13 process with Western's University Planning and Resources Council (UPRC), a standing committee of the Faculty Senate, and stakeholders. Improvements that were incorporated into this biennium's process included:

- The timeline was started earlier – in late summer rather than fall;
- The timeline was divided into two phases (phase 1 focused on Intermediate and Major projects greater than \$2,000,000, phase 2 focused on minor works projects of \$25,000 to \$2,000,000); and,
- The request form was enhanced to include evaluation criteria and required the applicant to respond to criteria that was relevant to their request.

In accordance with the new timeline, Phase 1 began in early July. Planning unit leaders and Vice Presidents were asked to re-evaluate existing and submit new Major and Intermediate projects for consideration in the 2013-2015 capital request plan and 2013-2023 10-year capital plan with an emphasis on how they fit into the University's strategic plan and mission.

The Vice Presidents ranked the projects from their respective areas and in October 2012 presented them to the UPRC. Over the course of several meetings, also on audio-cast to the campus community, the UPRC discussed and evaluated the Major and Intermediate projects. During that time, the UPRC also hosted two open forums to allow anyone interested to share their thoughts and ideas.

Phase 2 of the Capital Planning and Development Process (minor works) began in early October 2011. Staff submitted Preservation and Programmatic minor works requests to their supervisors; the supervisors submitted those requests to the planning unit leaders. The planning unit leaders made their recommendations to their Vice Presidents, and the Vice Presidents ranked and submitted their divisions' minor works requests to the Office of Facilities Development and Capital Budget. A series of meetings were held in February with the UPRC and, based on these, the UPRC discussed both Preservation and Programmatic requests but ranked only the Programmatic requests.

The Capital Plan Development Working Group was created to gather additional information on the requests and assist the Vice Presidents in developing their 10-year plan recommendation. This group met with Deans and stakeholders who had submitted project requests to further clarify the requests.

During March 2012 the Vice Presidents met and considered the information gathered by the Capital Plan Development Working Group, the rankings developed by the UPRC and the strategic needs and goals of the University as refined through the six year strategic plans, and developed a draft recommended 2013-2015 Capital Budget Request and 2013-2023 Ten Year

Plan (see Attachment A). This is to be presented to UPRC at their April 4, 2011 meeting, and as a discussion item to the Board of Trustees at the April 13, 2012 meeting.

Based on input received, these plans will be finalized and brought back to the Board for their approval at the June meeting before being submitted to the Higher Education Coordinating Board and the Office of Financial Management.

See Attachment B for an overview of the 2013-2015 projects listed in the 2013-2015 Capital Request and 2013-2023 Capital Plan.

Western Washington University

DRAFT - 2013-2015 CAPITAL REQUEST & 2013-2023 CAPITAL PLAN

Attachment A

Vice-Presidents recommended priorities for 10-year plan for presentation to BOT 04-13-2012

Univ. Priority	PROJECT TITLE	2013-2015 Biennium	2015-2017 Biennium	2017-2019 Biennium	2019-2021 Biennium	2021-2023 Biennium
1	MINOR WORKS - PRESERVATION	13,617,000	14,435,000	15,300,000	16,220,000	17,190,000
2	MINOR WORKS - PROGRAM	9,000,000	9,540,000	10,110,000	10,720,000	11,360,000
3	Carver Academic Renovation	69,500,000				
4	Gateway Center (Academic Services & Performing Arts Facility)	5,500,000	49,700,000			
5	STEM+Art Lab Facility	500,000	9,500,000	85,000,000		
6	Comprehensive Exterior Renovation PAC	3,000,000				
7	North Campus Utility Upgrade	4,000,000				
8	Storm Water Mitigation	4,900,000				
9	Wilson Academic Renovation & Expansion		400,000	5,000,000	55,000,000	
10	Classroom & Lab Upgrades		4,900,000			
11	Replace Ridgeway Steam System		3,000,000			
12	Waterfront Land Acquisition/ Waterfront Community Learning Ctr		7,600,000 400,000	5,000,000	40,000,000	
13	Southwest Campus Roadway and Parking Revisions			650,000	6,500,000	37,000,000
14	Old Main Preservation			250,000	3,500,000	27,000,000
15	Environmental Studies Center Renovation				300,000	3,000,000
TOTAL		110,017,000	99,475,000	121,310,000	132,240,000	95,550,000

Color Key
- Predesign
- Design
- Construction
- Intermediate
- land acq.

2013-2015 Proposed Major and Line Item Capital Projects

Carver Academic Facility Renovation (Construction)

The draft plan recommends that the Carver Academic Facility be the highest ranking major capital project requested by the University. Design funding was received in 2011-2013. The need to renovate the Carver facility has been long-standing and this request is for the construction funding for this building.

This renovation will begin to meet the critical needs for more instructional capacity for departmental programs and general University use. The redeveloped building, along with modest additions, will improve efficiency and accommodate the current unmet needs of students. It will also provide teaching stations and laboratories that meet the current needs of the departments and the University.

Gateway Center Design (Academic Services and Performing Arts Facility)

The draft plan recommends requesting design funding for the Center. This project proposes to construct a building of approximately 80 to 100 thousand square feet on the land presently occupied by High Street Hall, Parking Lots 11G and 25G and Canada House.

The building would serve as an attractive, easy to find gateway to the campus and accommodate the following functions:

- ***College of Fine and Performing Arts*** – Programmatic needs include a medium-sized Performance space to accommodate music, theater and dance performances and Dance Program space.
- ***Student Admissions Services*** – Accommodate a centrally located, store-front access for students, potential students and their parents.
- ***Canadian Studies and Border Policy Research Institute*** – Include a showcase for an international commitment as Canada House is displaced.

High Street offers an exceptional combination of central campus location, high visibility and direct access to public transportation, pedestrian and bicycle corridors. With its new mission Western has recommitted to better serving the region and a gateway to the campus symbolizes this commitment. The site is challenged for its lack of high density parking in close proximity which would need to be addressed as part of this project. This longstanding issue has impeded both our function as a University and our relationship with the community.

STEM + Art Laboratory Facility (Predesign)

This draft plan recommends the University's next major building be the STEM (Science, Technology, Engineering and Math) + Art Laboratory Facility that would support interdisciplinary learning and research. The State and Western have identified growth in STEM programs as a higher education priority. Interdisciplinary learning and research requires a vastly different type of science + art facility than currently exists on our campus. This facility is envisioned to have a built-in modularity, flexibility and high degree of systems adaptability. The older science and art lab facilities, such as those in the Environmental Sciences Center and Fine Arts/Art Annex, would be cost prohibitive to bring up to the level of technology and equipment needed for these

types of interdisciplinary lab spaces. Instead these older labs would become available to be repurposed.

Comprehensive Exterior Renovation Performing Arts Center (Design/Construction)

Over the years, the large stucco wall of the Concert Hall that faces Bellingham Bay has developed cracks and water staining. The soffits are peeling. The building brick walls allow moisture to penetrate, primarily at the caulking joints and brick mortar, and the wood windows need resealing and refinishing to avoid rot. This project would include: repairing the stucco; selective tuck-pointing (or replacing of damaged mortar between bricks); and, complete brick sealing and recaulking joints. It would also include replacing all single pane steel windows with insulated systems and resealing and restraining the Music Library wood feature windows facing the PAC Plaza.

North Campus Utility Upgrade (Design/Construction)

This project would upgrade the existing north campus 4,160 volt electrical distribution system to a looped 12,470 volt system per the 2007 Utilities Master Plan. The existing distribution system is a radial feed network. A failure in a critical location could cause an outage that lasts days instead of hours for the affected buildings. Buildings connected to this system in this area are Old Main, Mathes Hall, Nash Hall, Higginson Hall and Edens Halls (both North and South).

Stormwater Mitigation

Pollution concerns and prevention and the EPA Storm Water Discharge Rules combine to make this project imperative. Both South Campus and North Campus experience unacceptable turbidity levels during heavy rains.

Minor Capital Request Items

As in previous biennial requests, our Minor Works Preservation and Minor Works Program omnibus categories are for requests for projects ranging in size from \$25,000 to \$2,000,000. These projects are critical to our on-going capital program. Historically, the projects range from roofing replacements to exterior renewal to fire alarm upgrades to office renovations.

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 13, 2012

SUBJECT: **Promotion and Tenure Process**

PURPOSE: Presentation and Discussion

Purpose of Submittal:

Western Washington University faculty members undergo rigorous and thorough evaluation processes. In addition to annual pre-tenure reviews, focused evaluations from the department to the President occur in conjunction with promotion from associate to full professor.

Catherine Riordan, Provost and Vice President for Academic Affairs, and Bill Lyne, Special Assistant to the President and Provost, will provide a presentation and lead a discussion based on this process.

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Vice President Eileen V. Coughlin

DATE: April 13, 2012

SUBJECT: **In-state/Out-of-state Student Ratio**

PURPOSE: Discussion Item

Purpose of Submittal:

Vice President Coughlin will engage the Board of Trustees in a discussion of Western's ratio of in-state and out-of-state students.

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard by Provost Catherine Riordan
DATE: April 13, 2012
SUBJECT: **Graduation Rates**
PURPOSE: Presentation and Discussion Item

Purpose of Submittal:

This presentation about the Four Year Graduation Rate is in response to questions from Trustees at the last Board meeting about four and six year graduation rates.

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Vice President Eileen V. Coughlin

DATE: April 13, 2012

SUBJECT: Tuition Waivers

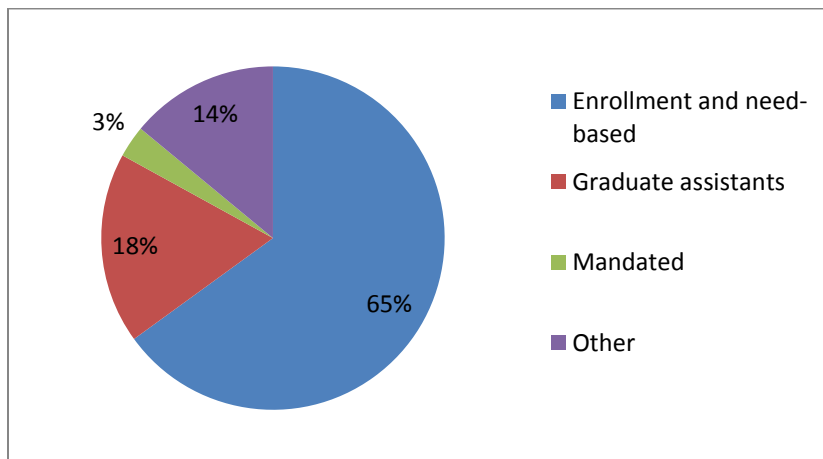
PURPOSE: Discussion Item

Purpose of Submittal:

To provide an overview of tuition waivers

Supporting Information:

- The amount of tuition waivers, covered under the 10% limit, that were granted to students in FY 2011 was \$6,822,448 (operating dollars).
 - Enrollment and need-based support comprised 65% of that amount for the purpose of access, retention, keeping student borrowing at a reasonable level; and to shape enrollment with an emphasis on attracting a diverse and talented class.
 - Graduate assistants for teaching received 18% of the total.
 - Mandated waivers were 3% of the total to provide support to veterans, firefighters, and their families.
 - The remaining 14% of waiver dollars were used for gender equity by Athletics and by individual academic departments.
 - Portions of graduate, mandated, gender equity and other waivers include waivers based on need.
 - In addition, there is tuition discounting invested to attract out-of-state students.



Over, please...

- Authority for granting tuition waivers is two-fold:
 - The Revised Code of Washington (primarily section 28B.15) dictates how much Western can grant in tuition waivers, currently capped at 10% of our operating budget. Some waivers are permissive and some, such as veterans, police and firefighters, are mandatory.
 - In 2000, the Washington State Senate passed SB 6010 allowing campuses to waive all or a portion of the operating fees for any student with the caveat that there would be no state general fund support for those waivers.

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Campaign Update**

PURPOSE: Discussion Item

Purpose of Submittal:

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

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Olympia Update**

PURPOSE: Discussion Item

Purpose of Submittal:

Sherry Burkey, Associate Vice President for University Relations will give an update on the 2012 Special Legislative Session.

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

TO: Members of the Board of Trustees
FROM: Bruce Shepard, President
DATE: April 13, 2012
SUBJECT: **Substitute House Bill 2313**
PURPOSE: Discussion Item

President Shepard will lead discussion regarding Substitute House Bill 2313.

Summary of Substitute Bill:

SHB 2313, now law, requires that governing boards of all institutions of higher education follow procedures for open public meetings in the Open Public Meetings Act is restated. Governing boards also must provide time for public comment at meetings. The effective date is June 7, 2012.

Governing boards of four-year institutions of higher education are also required to make public their proposals for tuition and fee increases 21 days before considering adoption, and also to allow opportunity for public comment. This requirement applies from the 2011-12 academic year through the 2014-15 academic year. This requirement does not apply if the omnibus appropriations act has not passed the Legislature by May 15.

Att. House Bill Report SHB 2313
Substitute House Bill 2313

HOUSE BILL REPORT

SHB 2313

As Passed Legislature

Title: An act relating to the meeting procedures of the boards of trustees and boards of regents of institutions of higher education.

Brief Description: Concerning the meeting procedures of the boards of trustees and boards of regents of institutions of higher education.

Sponsors: House Committee on Higher Education (originally sponsored by Representatives Zeiger, Carlyle, Probst, Wilcox, Anderson, Haler, Fagan, Reykdal, Springer, Buys, Pollet, Wylie, Crouse, Jinkins, Moscoso and Overstreet).

Brief History:

Committee Activity:

Higher Education: 1/19/12, 1/26/12 [DPS].

Floor Activity:

Passed House: 2/8/12, 98-0.

Senate Amended.

Passed Senate: 2/28/12, 48-0.

Passed House: 3/5/12, 98-0.

Passed Legislature.

Brief Summary of Substitute Bill

- Restates the requirement that governing boards of all institutions of higher education follow procedures for open public meetings.
- Requires governing boards of these institutions to provide time for public comment at meetings.
- Requires governing boards of four-year institutions of higher education to make public their proposals for tuition and fee increases 21 days before considering adoption, and also to allow opportunity for public comment.

HOUSE COMMITTEE ON HIGHER EDUCATION

Majority Report: The substitute bill be substituted therefor and the substitute bill do pass. Signed by 17 members: Representatives Seaquist, Chair; Carlyle, Vice Chair; Haler, Ranking Minority Member; Parker, Assistant Ranking Minority Member; Asay, Buys,

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.

Crouse, Fagan, Hasegawa, Pollet, Probst, Reykdal, Sells, Springer, Warnick, Wylie and Zeiger.

Staff: Jill Reinmuth (786-7134).

Background:

The Open Public Meetings Act (Act) requires that all meetings of governing bodies of public agencies be open and public with certain limited exceptions. Public agencies include state educational institutions, such as universities, colleges, and community college districts. Governing bodies include multimember boards, such as boards of regents and boards of trustees. The Act outlines certain procedures for meetings at which action is taken by governing boards of public agencies. It does not require governing bodies to allow the public to speak at public meetings.

State law authorizes governing boards of four-year institutions of higher education to set full-time tuition fees for all students, beginning with the 2011-12 academic year through the 2014-15 academic year. Prior to reducing or increasing tuition, governing boards must consult with certain student associations regarding the impacts of potential tuition increases. Governing boards also must provide certain financial aid data.

Summary of Substitute Bill:

The requirement that governing boards of all institutions of higher education follow procedures for open public meetings in the Open Public Meetings Act is restated. Governing boards also must provide time for public comment at meetings.

Governing boards of four-year institutions of higher education are also required to make public their proposals for tuition and fee increases 21 days before considering adoption, and also to allow opportunity for public comment. This requirement applies from the 2011-12 academic year through the 2014-15 academic year. This requirement does not apply if the omnibus appropriations act has not passed the Legislature by May 15.

Appropriation: None.

Fiscal Note: Requested on January 26, 2012.

Effective Date: The bill takes effect 90 days after adjournment of the session in which the bill is passed.

Staff Summary of Public Testimony:

(In support) Last year, the Legislature gave local tuition-setting authority to boards of regents and trustees. With that authority, there is a greater need for meetings to be more transparent and accessible. This bill takes strong steps to require compliance with the Open Public Meetings Act (Act), as well as a period of public comment for students and the public. It is important to hear their concerns.

More transparency is needed. Newspapers frequently clash with the boards of regents at the University of Washington and Washington State University. These institutions have become enormous over the past 20 years, and dominate the regions in which they are located. The same is true for community and technical colleges. They are frequently the largest employers with the largest economic impact in their regions. They are not being held accountable to the Act.

(Opposed) None.

Persons Testifying: Representative Zeiger, prime sponsor; Representative Carlyle; Joseph Meyer, Washington Student Association; and Rowland Thompson, Allied Daily Newspaper.

Persons Signed In To Testify But Not Testifying: None.

CERTIFICATION OF ENROLLMENT

SUBSTITUTE HOUSE BILL 2313

62nd Legislature
2012 Regular Session

Passed by the House March 5, 2012
Yeas 98 Nays 0

Speaker of the House of Representatives

Passed by the Senate February 28, 2012
Yeas 48 Nays 0

President of the Senate

Approved

Governor of the State of Washington

CERTIFICATE

I, Barbara Baker, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **SUBSTITUTE HOUSE BILL 2313** as passed by the House of Representatives and the Senate on the dates hereon set forth.

Chief Clerk

FILED

Secretary of State
State of Washington

SUBSTITUTE HOUSE BILL 2313

AS AMENDED BY THE SENATE

Passed Legislature - 2012 Regular Session

State of Washington

62nd Legislature

2012 Regular Session

By House Higher Education (originally sponsored by Representatives Zeiger, Carlyle, Probst, Wilcox, Anderson, Haler, Fagan, Reykdal, Springer, Buys, Pollet, Wylie, Crouse, Jinkins, Moscoso, and Overstreet)

READ FIRST TIME 01/31/12.

1 AN ACT Relating to the meeting procedures of the boards of trustees
2 and boards of regents of institutions of higher education; and amending
3 RCW 28B.20.105, 28B.30.120, 28B.35.110, 28B.40.110, 28B.50.100, and
4 28B.15.067.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

6 **Sec. 1.** RCW 28B.20.105 and 2011 c 336 s 717 are each amended to
7 read as follows:

8 The board shall organize by electing from its membership a
9 president and an executive committee; of which committee the president
10 shall be ex officio chair. The board may adopt bylaws or rules and
11 regulations for its own government and shall follow procedures for open
12 public meetings in chapter 42.30 RCW. The board shall provide time for
13 public comment at each meeting. The board shall hold regular quarterly
14 meetings, and during the interim between such meetings the executive
15 committee may transact business for the whole board: PROVIDED, That
16 the executive committee may call special meetings of the whole board
17 when such action is deemed necessary.

1 **Sec. 2.** RCW 28B.30.120 and 1979 ex.s. c 103 s 6 are each amended
2 to read as follows:

3 Meetings of the board of regents may be called in such manner as
4 the board may prescribe(~~(7)~~) and shall follow procedures for open
5 public meetings in chapter 42.30 RCW. A full meeting of the board
6 shall be called at least once a year. The board shall provide time for
7 public comment at each meeting. No vacancy in said board shall impair
8 the rights of the remaining members of the board.

9 **Sec. 3.** RCW 28B.35.110 and 2011 c 336 s 727 are each amended to
10 read as follows:

11 Each board of regional university trustees shall hold at least two
12 regular meetings each year, at such times as may be provided by the
13 board, and shall follow procedures for open public meetings in chapter
14 42.30 RCW. Each board shall provide time for public comment at each
15 meeting. Special meetings shall be held as may be deemed necessary,
16 whenever called by the chair or by a majority of the board. Public
17 notice of all meetings shall be given in accordance with chapter 42.32
18 RCW.

19 **Sec. 4.** RCW 28B.40.110 and 2011 c 336 s 733 are each amended to
20 read as follows:

21 The board of The Evergreen State College trustees shall hold at
22 least two regular meetings each year, at such times as may be provided
23 by the board, and shall follow procedures for open public meetings in
24 chapter 42.30 RCW. The board shall provide time for public comment at
25 each meeting. Special meetings shall be held as may be deemed
26 necessary, whenever called by the chair or by a majority of the board.
27 Public notice of all meetings shall be given in accordance with chapter
28 42.32 RCW.

29 **Sec. 5.** RCW 28B.50.100 and 2011 c 336 s 739 are each amended to
30 read as follows:

31 There is hereby created a board of trustees for each college
32 district as set forth in this chapter. Each board of trustees shall be
33 composed of five trustees, who shall be appointed by the governor for
34 terms commencing October 1st of the year in which appointed. In making
35 such appointments the governor shall give consideration to geographical

1 diversity, and representing labor, business, women, and racial and
2 ethnic minorities, in the membership of the boards of trustees. The
3 boards of trustees for districts containing technical colleges shall
4 include at least one member from business and one member from labor.

5 The successors of the trustees initially appointed shall be
6 appointed by the governor to serve for a term of five years except that
7 any person appointed to fill a vacancy occurring prior to the
8 expiration of any term shall be appointed only for the remainder of the
9 term. Each member shall serve until a successor is appointed and
10 qualified.

11 Every trustee shall be a resident and qualified elector of the
12 college district. No trustee may be an employee of the community and
13 technical college system, a member of the board of directors of any
14 school district, or a member of the governing board of any public or
15 private educational institution.

16 Each board of trustees shall organize itself by electing a chair
17 from its members. The board shall adopt a seal and may adopt such
18 bylaws, rules, and regulations as it deems necessary for its own
19 government. Three members of the board shall constitute a quorum, but
20 a lesser number may adjourn from time to time and may compel the
21 attendance of absent members in such manner as prescribed in its
22 bylaws, rules, or regulations. The district president, or if there be
23 none, the president of the college, shall serve as, or may designate
24 another person to serve as, the secretary of the board, who shall not
25 be deemed to be a member of the board.

26 Each board of trustees shall follow procedures for open public
27 meetings in chapter 42.30 RCW. Each board shall provide time for
28 public comment at each meeting.

29 Members of the boards of trustees may be removed for misconduct or
30 malfeasance in office in the manner provided by RCW 28B.10.500.

31 **Sec. 6.** RCW 28B.15.067 and 2011 1st sp.s. c 10 s 3 are each
32 amended to read as follows:

33 (1) Tuition fees shall be established under the provisions of this
34 chapter.

35 (2) Beginning in the 2011-12 academic year, reductions or increases
36 in full-time tuition fees shall be as provided in the omnibus
37 appropriations act for resident undergraduate students at community and

1 technical colleges. The governing boards of the state universities,
2 regional universities, and The Evergreen State College; and the state
3 board for community and technical colleges may reduce or increase full-
4 time tuition fees for all students other than resident undergraduates,
5 including nonresident students, summer school students, and students in
6 other self-supporting degree programs. Percentage increases in full-
7 time tuition may exceed the fiscal growth factor. The state board for
8 community and technical colleges may pilot or institute differential
9 tuition models. The board may define scale, scope, and rationale for
10 the models.

11 (3) (a) Beginning with the 2011-12 academic year and through the end
12 of the 2014-15 academic year, the governing boards of the state
13 universities, the regional universities, and The Evergreen State
14 College may reduce or increase full-time tuition fees for all students,
15 including summer school students and students in other self-supporting
16 degree programs. Percentage increases in full-time tuition fees may
17 exceed the fiscal growth factor. Reductions or increases may be made
18 for all or portions of an institution's programs, campuses, courses, or
19 students.

20 (b) Prior to reducing or increasing tuition for each academic year,
21 the governing boards of the state universities, the regional
22 universities, and The Evergreen State College shall consult with
23 existing student associations or organizations with student
24 undergraduate and graduate representatives regarding the impacts of
25 potential tuition increases. Each governing board shall make public
26 its proposal for tuition and fee increases twenty-one days before the
27 governing board of the institution considers adoption and allow
28 opportunity for public comment. However, the requirement to make
29 public a proposal for tuition and fee increases twenty-one days before
30 the governing board considers adoption shall not apply if the omnibus
31 appropriations act has not passed the legislature by May 15th.
32 Governing boards shall be required to provide data regarding the
33 percentage of students receiving financial aid, the sources of aid, and
34 the percentage of total costs of attendance paid for by aid.

35 (c) Prior to reducing or increasing tuition for each academic year,
36 the state board for community and technical college system shall
37 consult with existing student associations or organizations with
38 undergraduate student representation regarding the impacts of potential

1 tuition increases. The state board for community and technical
2 colleges shall provide data regarding the percentage of students
3 receiving financial aid, the sources of aid, and the percentage of
4 total costs of attendance paid for by aid.

5 (4) Beginning with the 2015-16 academic year through the 2018-19
6 academic year, the governing boards of the state universities, regional
7 universities, and The Evergreen State College may set tuition for
8 resident undergraduates as follows:

9 (a) If state funding for a college or university falls below the
10 state funding provided in the operating budget for fiscal year 2011,
11 the governing board may increase tuition up to the limits set in (d) of
12 this subsection, reduce enrollments, or both;

13 (b) If state funding for a college or university is at least at the
14 level of state funding provided in the operating budget for fiscal year
15 2011, the governing board may increase tuition up to the limits set in
16 (d) of this subsection and shall continue to at least maintain the
17 actual enrollment levels for fiscal year 2011 or increase enrollments
18 as required in the omnibus appropriations act; (~~and~~)

19 (c) If state funding is increased so that combined with resident
20 undergraduate tuition the sixtieth percentile of the total per-student
21 funding at similar public institutions of higher education in the
22 global challenge states under RCW 28B.15.068 is exceeded, the governing
23 board shall decrease tuition by the amount needed for the total per-
24 student funding to be at the sixtieth percentile under RCW 28B.15.068;
25 and

26 (d) The amount of tuition set by the governing board for an
27 institution under this subsection (4) may not exceed the sixtieth
28 percentile of the resident undergraduate tuition of similar public
29 institutions of higher education in the global challenge states.

30 (5) The tuition fees established under this chapter shall not apply
31 to high school students enrolling in participating institutions of
32 higher education under RCW 28A.600.300 through 28A.600.400.

33 (6) The tuition fees established under this chapter shall not apply
34 to eligible students enrolling in a dropout reengagement program
35 through an interlocal agreement between a school district and a
36 community or technical college under RCW 28A.175.100 through
37 28A.175.110.

1 (7) The tuition fees established under this chapter shall not apply
2 to eligible students enrolling in a community or technical college
3 participating in the pilot program under RCW 28B.50.534 for the purpose
4 of obtaining a high school diploma.

5 (8) Beginning in the 2019-20 academic year, reductions or increases
6 in full-time tuition fees for resident undergraduates at four-year
7 institutions of higher education shall be as provided in the omnibus
8 appropriations act.

--- END ---

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

TO: Members of the Board of Trustees
FROM: Peggy Zoro, Chair, Board Audit Committee
DATE: April 13, 2012
SUBJECT: **Audit Committee Report**
PURPOSE: Information Item

Purpose of Submittal:

Trustee Zoro will report to members of the Board of Trustees, and the university president and his staff, topics related to the Board Audit Committee.

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Vice President Eileen Coughlin

DATE: April 13, 2012

SUBJECT: Enrollment and Admissions Summary

PURPOSE: Information Items

Enrollment and Admissions Report

Admissions transitioned to a paperless application review system this year, which greatly increased efficiency while maintaining our comprehensive review process. Even with a record number of freshman applications, the majority of decisions were finalized a full month earlier than in previous years.

Fall 2012 – Freshman Applications

With an earlier freshman application deadline of January 31st (compared to March 1st in previous years), nearly all freshman applicants have been notified of their admissions decision at this time. Highlights include:

- 9,751 applications received (compared with 9,083 for Fall 2011); student-of-color applications are up by 482 applications (18% over last year) and out-of-state applications are up by 171 applications (12% over last year)
- The average GPA of admitted freshmen is 3.57 compared with 3.54 in Fall 2011
- With 7,291 admits this year, we are on track to enroll a freshman class of 2,790-2,825. Admission does not ensure enrollment, as the average student applies to four to six colleges. We anticipate having an estimated 400 students on a wait list, as well. The wait list at Western is not ranked. If space is available after the May 1st confirmation date, all wait-listed students will be reviewed and receive a final decision.
- We have seen a dramatic increase in the number of high-achieving applicants this year, with 212 more applicants with an 80 admissions index or above (1,108 compared to 896 for Fall 2011). As a result, the Honors Program received 322 more applications than last fall.

- Events to encourage enrollment this year included:
 - Western Preview — March 31st; on-campus visit day which brought nearly 2,000 admitted freshmen and family members to campus
 - Several days of phonathons — WWU students calling admits
 - Admitted student receptions (out-of-state functions are supported by the Parent Annual Fund of the Western Foundation): Seattle/Tacoma, Whatcom County, Portland, Boise, Denver, Juneau, Anchorage, San Francisco, Los Angeles and Honolulu

- Confirmations are currently 7.8% ahead of last year, likely due to the earlier notification of admission. Non-resident confirmations are up 20%, primarily from California, Oregon, Colorado and Idaho. We anticipate our largest incoming class of non-resident freshmen this fall, enrolling 30 more students than last fall.

Spring 2012 — Admissions Briefing

Spring quarter began on March 27th. This year we received 544 new student applications and anticipate enrolling 177 new students. Highlights include:

- Of the 544 new student applications, 476 were transfer applications (compared with 384 in Spring 2011)
- 246 transfer students were admitted (compared with 206 in Spring 2011)
- Average GPA of admitted transfers was 3.16 (compared with 3.2 in Spring 2011)
- Of the 476 transfer applications, 66 were non-residents. Average GPA for non-residents was 3.24 (compared with 3.18 in Spring 2011)

Summerstart Session Designed for Freshmen with 45 or More College Credits

As a result of student and family feedback, the 2012 Summerstart program will provide an opportunity to attend a day-long program focused on the unique advising needs for incoming freshmen with 45 or more anticipated college credits. Students can earn credits while in high school from Running Start, College in the High School, via Advanced Placement Exams and/or International Baccalaureate Exams. Academic departments will meet with these students to discuss course planning. General advising sessions will be tailored to the students' academic interests.

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Alumni Association Report**

PURPOSE: Information Item

Purpose of Submittal:

Provide an update to the Board on Alumni Relations activities.

OFFICE OF ALUMNI RELATIONS

News

A redesign of the WWU license plate is underway and 28 submissions by alumni and students were received. An online voting competition to determine the design resulted in the largest response from alumni and students in 24 hours with more than 2,000 votes. A \$1,000 scholarship will be given to the best WWU student design and \$1,000 to the best alumni, staff or community member's design to designate to a WWU scholarship of choice.

Social media efforts mobilized alumni within hours to support WWU's National Championship game. This resulted in live viewing parties in six markets nationwide including multiple parties in Bellingham and Seattle. Via Twitter and Facebook, alumni engaged collaborated and organized gatherings of 20-40 fans in establishments across the country.

Enhancing the awards and recognition culture within the Alumni Association continues to be a priority. The 2012 Alumni Awards recipients were confirmed during the January 23rd Board of Directors meeting and will be recognized during the May Back2Bellingham all alumni and family reunion: Dennis Murphy ('69 & '70), Lifetime Achievement Award; Scott Davison ('74), Young Alumnus of the Year Award; Craker and Larson Families, Legacy Family of the Year Award; David Mann ('82), Larry "Go Vikings!" Taylor Alumni Service Award. Distinguished Alumni Award recipients: Chase Franklin ('86), Frank James ('73), Annette Devick ('82), Laurel Nesholm ('64), Kevin Raymond ('80), Peter Hallson ('58), and Joseph Zavaglia ('73).

Alumni Events

Ongoing broad-based engagement opportunities continue to be a focus. Since July 2011, we have planned and executed 22 events and programs including two that were sold out with an additional 17 in the upcoming three months:

RECENT PROGRAMMING INCLUDES:

Student Programming	Broad Based Alumni Programs
On-going ASK! Promotion	2/4 Curling in Canada!-Sold out!
On-going GYBO*/Western Wednesday events	2/9 Travel Program
	2/22 Whatcom READS! Live Video Stream
3/15 Senior Celebration	2/17-2/26 Travel Program: Egypt Cruise
3/17 Graduation	3/1 Screening of <i>Undefeated</i> with Oscar winner TJ Martin
	3/2 Hockey Night Out
	3/16-3/18 Mariners Spring Fling in Arizona
	3/19 Mariners in Japan
	3/25 "Hello, Dolly!" Play and Reception

UPCOMING PROGRAMS:

Student Programming	Broad Based Alumni Programs
On-going ASK! Promotion	4/3 Carol Davis Poetry Reading
On-going GYBO*/Western Wednesday events	4/10 Travel Program: Beijing
	4/11 Martinis with Drizzle
	4/17 Executive Committee meeting
	4/19 Western in DC Happy Hour
	4/20 Travel Program: East Coast
	4/19 "Don't End Up Living in Your Mom's Basement" Alumni career networking
	4/21-4/29 Travel Program: Holland Cruise
	4/21 Board Meeting
	4/24 Dining with Vikings
	4/28-4/29 Oregon Wine Country trip
	5/17 Alumni Awards Celebration Dinner
	5/18 Alumni Awards Breakfast
	5/18-5/20 B2B Alumni & Family Weekend
	6/9-6/20 Travel Program: Baltic Cruise
6/6-6/7 Senior Celebration	6/10 Seattle Aquarium and Cruise
6/8 Outstanding Grad Ceremony	6/10-6/21 Travel Program: Burgundy & Provence Cruise
6/9 Graduation	6/11-6/19 Travel Program: Paris Cruise
	6/22 Board Meeting and Retreat
	6/23 Woodinville Wine Tasting
	7/6 <i>The Producers</i> and reception, Everett
	7/10-7/11 Golden Viking Reunion
	7/12 Grandparent U BBQ
	8/11 Alumni Bike Ride on Lopez Island

*Get Your Blue On!



Capital Program Report

Board of Trustees

April 13, 2012

MAJOR/INTERMEDIATE CAPITAL PROJECTS

- **Carver Academic Renovation**

The LMN Architects consultant team, along with Western representatives, is continuing the process of updating the program, developing preliminary cost models and have started schematic design. The consultants are also in the process of 3-D digitally measuring the building to assist in developing the design documents.

A request for proposals (RFP) from General Contractor/Construction Manager (GC/CM) firms was published on December 16, 2011. Mortenson Construction was the firm receiving the highest score from the RFP, interview and bid process. We will enter into a preconstruction services contract for the project pending Board approval on April 13, 2012. The preconstruction services contract includes assistance during the design phase with development of construction sequencing within an occupied facility, value engineering, constructability review, estimating, and building investigations to understand all of the existing building systems.

Construction is planned to start in mid-2014 and be completed spring of 2016, but is dependent upon state funding.

- **Fraser Hall Renovation**

The renovation will upgrade the entire building to address building issues such as HVAC system, access and code issues by adding elevator access and constructing accessible restroom facilities. Programmatic needs will be addressed, such as replacement of fixed seating and the addition of technology to support a variety of learning modalities.

Program verification and design development has begun with construction documents scheduled to be completed and ready for bidding by fall of 2012. Construction is scheduled to begin January 2013 with final completion by fall quarter, September 2013. The project is currently on schedule.

- **Classroom and Lab Upgrades**

Work will occur in 20 classrooms in seven buildings on the main campus. Work includes: hazardous materials abatement; new lecture podium systems with computer, video and projection equipment; projection screens; whiteboards; modifications to doors, walls and ceilings; new flooring, ceilings and acoustical wall treatments; modifications to mechanical and electrical systems; and updated furnishings in some rooms.

RMC Architects completed design and the project was advertised for public bids on March 2. Interested contractors viewed the rooms on March 9. Bids opened on March 23. The construction contract award will be brought to the Board of Trustees at the April meeting for approval. Construction is scheduled to start during Summer Quarter 2012. Work will occur in one or two phases: summer of 2012 and fall of 2012. All work during summer is scheduled to be complete by the start of Fall Quarter 2012. All work during fall is scheduled to be complete by start of Winter Quarter 2013.

2013-15 CAPITAL PLANNING PROCESS

The Vice Presidents have completed their recommendations regarding the 2013-2023 Ten Year Plan and 2013-2015 Capital Budget Request. The draft plan is submitted as part of this Board packet and will be presented at the April 2012 meeting with action anticipated in June 2012.

For more information about the major projects, the Capital Program, and the Capital Planning Process, visit the Office of Facilities Development and Capital Budget website:
<http://www.wvu.edu/wwuarchitect/>.

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

TO: Members of the Board of Trustees

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

DATE: April 13, 2012

SUBJECT: **Development Report**

PURPOSE: Information Item

Purpose of Submittal:

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

Supporting Information:

Report attached

OFFICE OF DEVELOPMENT

The campaign for Western continues to gain traction. Current activities include inviting the entire Foundation Board to make a financial commitment by mid-May, and developing a “short list” for the initial Campaign Steering Committee

Joseph Hunter started at Western on March 12th as the Senior Director of Development and Leadership Gifts. He comes to Western from the University of Oregon and will have responsibility for major gift solicitations and will work closely with the deans and development officers.

The 15th Annual Seattle Business Forum will be held Monday, April 30th at noon at the Seattle Sheraton. The program will be a celebration of Western success, and be capped by a keynote address by Kimberly Harris, President and CEO of Puget Sound Energy.

The renovation of the Western softball field is complete! Funded through \$1.2 M of designated and undesignated private donations and gifts-in-kind, the field features an artificial turf outfield, a newly graded infield, new sunken dugouts, new paint and netting and aesthetic improvements throughout. The “grand-opening” of the field will be April 28th at 11:00 AM.

Gifts of Note*

A gift of \$10,000 towards a \$50,000 pledge from Hoyt and Donita Gier for the Gier Family Scholarship.

A gift of \$10,000 towards a \$40,000 pledge from the Halprin Foundation to support The Western Front digitization project in Wilson Library.

A gift of \$25,000 from Moss Adams for continued title sponsorship of both the Bellingham and Seattle Business Forums.

A commitment of \$15,000 from Wells Fargo to be the program sponsor for the Seattle Business Forum.

A gift of \$15,000 from Megan Marolich towards the purchase of a new shell for the men’s crew team.

A gift of \$25,000 from BP to support two programs within the Vehicle Research Institute.

A gift of \$10,000 (plus an anticipated matching gift from Johnson & Johnson) from Jack and Jo Ann Bowman to support the Daniel Bowman Presidential Endowment.

* A report of gifts and pledges will be available to at the Board meeting.

Upcoming Events

April 30th: Seattle Business Forum, 11:00 AM reception, noon program, Seattle Sheraton
May 18th: Foundation Board meeting
May 18th: 3rd Annual Gathering of Advocates, 4:00–5:15 PM, WWU campus
May 18th: Spring President’s Club reception, 5:30–7:00 PM, Wade King Rec Center
August 2nd: Seattle-area President’s Club summer BBQ, The Canal
August 9th: Bellingham-area President’s Club summer BBQ, WWU Softball Field

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 13, 2012

SUBJECT: **Professional Leave Report**

PURPOSE: Information Item

Purpose of Submittal:

This report lists the faculty professional leave proposals that have been approved for the 2012/13 academic year and provides a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western's faculty members. The report also details the process established to review applications and make award determinations.

Supporting Information:

Listing below of faculty members awarded professional leave and related information.



MEMO

Office of the Provost and Vice President for Academic Affairs

516 High St., Bellingham, WA 98225-9033
p (360) 650-3480 • f (360) 650-7475
www.wvu.edu

To: Bruce Shepard, President

From: Catherine A. Riordan, Provost and Vice President for Academic Affairs

Date: January 5, 2012

Subject: *Professional Leave Procedure and List of Recommended Recipients*

The Professional Leave Advisory Committee is an all-university body composed of six faculty members who have had professional leaves within the past few years. The Committee publishes through University Communications an announcement of the schedules and procedures for leave application early fall quarter. Faculty members also receive information on the process and deadlines from academic deans and chairs. Proposals are examined first at the department level, then by the dean (and, in some colleges, the college's professional leave committee), before being forwarded to this office and the university-wide Professional Leave Advisory Committee. Committee recommendations are reviewed by the Provost, and then forwarded to the President for approval.

Per Section 10.6.1 of the Faculty Collective Bargaining Agreement, the Committee relies upon the following criteria in making its recommendations: *academic or scholarly significance; soundness of design, procedure, or operational plan, including clear objectives and timeline; relationship of planned activity to individual's area of study and professional development; expected outcomes and benefits, including dissemination of results; evaluation of applicant's ability to achieve the proposed goals; and value of the project in terms of academic benefits to the institution upon the applicant's return from the leave.*

For the 2012-13 academic year: 46 faculty members requested 100.5 quarters of leave and only 76 quarters are available for allocation. The Professional Leave Advisory Committee provided each proposal with a careful and thorough evaluation and made thoughtful recommendations based upon the *merits of the application and the expected benefits to the individual, department, and the university* per Section 10.6.2 of the *Collective Bargaining Agreement*.

I concur with the Professional Leave Advisory Committee's recommendations and provide the attached information for your review and approval. I plan to mail the notification letters by Thursday, January 12 to meet the established applicant notification deadline of January 15.

CAR/bj

Professional Leaves for 2012/13 Academic Year

Abel, Troy D.

Environmental Studies

Two quarters for field work on the intersection of science and policy in the management of natural resources in the national parks of Costa Rica

Amundson, Garth

Art

Two quarters to complete a body of work for exhibition at the Gowoon Gallery in Changwon, South Korea

Anderson, Roger A.

Biology

Two quarters to continue research in the study of the evolution of lizards, their prey and associated organisms in the Western United States

Anthony-Cahill, Spencer

Chemistry

Three quarters to increase his theoretical understanding and practical skills in the use of nuclear magnetic resonance imaging (NMR)

Beasley, Bruce

English

Two quarters to write a work, *Quire*, that parallels the themes of Eliot's Four Quartets

Benyi, Arpad

Mathematics

Two quarters to work with a colleague at the University of Maryland, College Park, on publication projects, including a new book manuscript

Berardi, Gigi

Environmental Studies

Two quarters to focus on a book manuscript titled *Food for Thought: Changing How We Think About Food*

Biswas, Bidisha

Political Science

Three quarters to engage in research on human rights and labor as a Department of State Franklin Fellow

Coskie, Tracy L.

Elementary Education

Three quarters to produce a textbook for teachers to increase their ability to engage in literacy instruction

DeChaine, Eric

Biology

Three quarters to conduct research in collaboration with a colleague at the Australian Center for Ancient DNA

Du Rocher Schudlich, Tina

Psychology

One quarter to continue established research into newly developing areas of applied research by working with an expert on the effects of martial conflict on children

Dupont, Brandon

Economics

One quarter to complete a textbook on economic history

Feinberg, Seth

Sociology

One quarter to research avoidable mortality patterns in Africa

Finlay, Janet M.

Psychology

One quarter to explore the latest developments in neurological research in schizophrenia

Grimm, Jeffrey W.

Psychology

Two quarters to extend his research on drug addiction to encompass eating disorders

Hammond, Joyce D.

Anthropology

Two quarters to continue earlier research on women and the arts, specifically tifaifai (quilts) in Polynesia

Hoffman, Joan M.

Modern and Classical Languages

Two quarters to compile an anthology regarding Spanish women writers

Horne, Cynthia M.

Political Science

Three quarters to conduct research for a forthcoming book on the effects of transitional justice programs in thirteen former Communist regimes in Central and Eastern Europe

Hudson, Hud

Philosophy

Three quarters to author a book on *The fall, original sin and original guilt*.

Hyatt, Keith J.

Special Education

Two quarters to work on a textbook focused on the legal and procedural requirements of completing the Individualized Education Plan for students with learning difficulties

Hyman, Ira

Psychology

Two quarters to write an undergraduate textbook on applied research in cognitive psychology

Krieg, John M.

Economics

One quarter to continue research on the economics of education with database compilation

Larner, Daniel

Fairhaven College

Two quarters to work on a book that seeks to understand the plays of Barrie Stavis

Lobeck, Anne

English

Three quarters to develop curriculum and instructional materials for secondary school teachers and to compose a grammar textbook for English education majors

Markosian, Ned

Philosophy

One quarter to work on multiple articles on metaphysics and ethics

Mendes, Sebastian M.E.

Art

Two quarters for an artist's residency and exhibitions consisting of drawings, a live performative action drawing, and a large scale installation artwork in France and Portugal

Metzger, Mary Janell

English

One quarter to complete a book manuscript on teaching literary analysis in high school and college

Miner, Benjamin

Biology

Three quarters to learn new methods and techniques for evaluating marine ecology and ecosystems while working with colleagues in Australia

Morris, Jason A.

Engineering Technology

Two quarters to produce an historical documentary film on an acclaimed personality in the field of Industrial Design -- Walter Dorwin Teague

Oslapas, Arunas

Engineering Technology

One quarter to continue research in sustainability by enabling collaboration with entreAmigos in Mexico

Purdy, John

English

One quarter to develop a documentary film on Native American authors

Riddle Buly, Marsha

Elementary Education

One quarter to extend efforts to understand the impact of Heritage Language Literacy Clubs on heritage language speakers

Safavi, Farrokh

Finance and Marketing

One quarter for extensive research work inside Iran

Schermer, Elizabeth

Geology

Three quarters to collaborate with colleagues in Norway on a variety of research projects investigating the relationships between onshore and offshore faulting

Schwartz-DuPre, Rae Lynn

Communication

Two quarters to assemble and submit an edited collection on postcolonialism and communications

Tag, Sylvia

Libraries

One quarter for the preparation of a manuscript for publication of the collected letters written by early 20th century children's literature authors to Elizabeth Rider Montgomery

Takagi, Midori

Fairhaven College

Two quarters to research a book-length study of "insane asylums" and the treatment of mental illness in the Pacific NW during mid-to-late 19th and early 20th centuries

Vajda, Edward

Modern and Classical Languages

One quarter to complete an on-going scholarly project: *Etymological dictionary of the Yeniseian languages*

Vyvyan, James R.

Chemistry

Two quarters to continue work on several research projects

Zhang, Jianna

Computer Science

Two quarters to develop learning algorithms for use by the medical community with the goal of improving clinical decision-making

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

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Provost Catherine Riordan

DATE: April 13, 2012

SUBJECT: **Tenure and Promotion Report**

PURPOSE: Information Item

Purpose of Submittal:

The credentials and accomplishments of these faculty members have been examined by their peers, tenure and promotion committees, department chairs, college deans, as well as the Provost/Vice President for Academic Affairs. Each person approved meets or exceeds the internal (college and all-university) and external (comparative, disciplinary, and professional) standards Western Washington University requires for promotion or tenure. This extensive review process confirms the merit of each faculty member's teaching, research or creative activity, and service to the University and the community.

Supporting Information:

Listing below of faculty granted tenure and/or promotion on or before March 15, 2012, effective September 2012.

Tenure and Promotion – Effective September 2012

Tenure and Promotion to Associate Professor

Askari, Kaveh	English
Braun, Janet	Engineering Technology
Camlin, Cynthia	Art
Chu, Marilyn	Elementary Education
Coulter, Gail	Special Education
Deguchi, Masanori	Modern/Classical Languages
Dozier, Raine	Human Services Rehabilitation
Feodorov, John	Fairhaven
Fizzano, Perry	Computer Science
Garcia, Hugo	Modern/Classical Languages
Haskell, Todd	Psychology
Jantzen, Kelly	Psychology
Kanov, Jason	Management
Kincaid, Susan	Human Services Rehabilitation
Kong, Sophie	Finance
Leger, Janelle	Physics
Lehman, Barbara	Psychology
Li, Ying	PEHR
Love, Ed	Marketing
Lynn, Kimberly	Liberal Studies
Mahoney, Kristin	English
Miles, Scott	Environmental Studies
Mogford, Liz	Sociology
Nicholas, Truly	Human Services Rehabilitation
O’Neil, Greg	Chemistry
Row (Lazzarini), Brandi	PEHR
Sarkar, Amites	Math
Sass, Mary	Management
Schulze, Sandra	Biology
Spiegel, P. Clint	Chemistry
Thomas, Bob	Libraries
Tuxill, John	Fairhaven
Webb, Sheila	Journalism
Zhang, Jianying	Math

Promotion to Full Professor

Anthony-Cahill, Spencer	Chemistry
Bodensteiner, Leo	Environmental Sciences
Bower, John	Fairhaven
Carney, Joanne	Elementary Education
Carroll, David	Elementary Education
Garfinkle, Steven	History
Guess, Carol	English
Hanania, Cecile	Modern/Classical Languages
Hyatt, Keith	Special Education
Jaye, Cara	Art
Karlberg, Michael	Communication
Krieg, John	Economics
McClanahan, Lauren	Secondary Education
McDowall, Stephen	Math
Melious, Jean	Environmental Studies
Mitchell, Bob	Geology
Partsch, Cornelius	Modern/Classical Languages
Pearce, Scott	Liberal Studies
Robinson, LeAnne	Special Education
Roelofs, Matt	Economics
Russell, Keith	PEHR
Rybczyk, John	Environmental Sciences
Stout, Karen	Communication
Taylor, Audrey	Accounting
Thompson, Roger	History

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

TO: Members of the Board of Trustees
FROM: President Bruce Shepard by Steve Swan, V.P. for University Relations
DATE: April 13, 2012
SUBJECT: **University Relations Report**
PURPOSE: Information Item

Purpose of Submittal:

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

Supporting Information:

Report Attached

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

REPORT FROM THE VICE PRESIDENT TO THE BOARD OF TRUSTEES

GOVERNMENT RELATIONS

State Relations

The state legislature adjourned on March 8th at the end of the 60 Day supplemental budget session without PASSING A FINAL OPERATING OR CAPITAL BUDGET. The Governor immediately called the legislature back for a 30 day special session beginning March 12th in order to finish their work to create a balanced 2011-13 supplemental operating budget and capital budgets. The 2012 regular session did see a wide range of policy bills passed that will impact higher education. In particular, a set of “regulatory relief” bills were passed and signed by the governor on March 28th and 29th that will improve institutional efficiencies previously prevented by statutory regulations. The pieces of legislation that passed as part of the higher education “efficiency package” were:

HB 2585, *Efficiencies for Institutions of Higher Education*- Adjusts and aligns procurement thresholds and exempts higher education institutions from bidding requirements for contracts under certain dollar thresholds for personal service contracts and goods and services contracts. Multi-year equipment maintenance contract payments may now be executed by institutions of higher education to secure superior long term rates up to 60 months in advance as opposed to the present threshold of 12 months in advance. Institutions may require payment of wages to be conducted through a direct deposit system or payroll cards for individuals without a bank account. Institutions are exempt from state competitive contracting for travel arrangements and are now authorized to use all appropriate means to arrange the most cost-effective and efficient travel procurement methods.

HB 2259, *Duplicative Higher Education Reporting Requirements*- Eliminates the requirement for institutions to submit a time consuming state campus safety report that is duplicated on the federal level. WWU must currently submit a similar report on the federal level to comply with the Clery Act, which was updated with new metrics in 2008 through the Higher Education Opportunity Act.

HB 2328, *Job Order Contracting*- The list of public entities authorized to use the job order contracting procedure is expanded to the state regional universities, The Evergreen State College, and Sound Transit. The restriction limiting a public entity to issuing no more than two work orders of \$350,000 in a 12-month contract period is repealed.

Other important bills that impact Western were:

HB 2452, *Centralizing the authority and responsibility for the development, process, and oversight of state procurement of goods and services* - Outlines the responsibilities and duties of the new Department of Enterprise Services (DES), which handles and establishes state procurement and contracting procedures. The DES Director is responsible for oversight and implementation of policy related to contracting and

procurement guidelines. The bill is a result of 2011 legislation that consolidated 3 state agencies into 1 agency that handles all state procurement matters.

HB 2313, *Rules for Board of Trustees and Regents*- Reaffirms that governing boards for institutions of higher education are subject to Open Public Meetings Act requirements. Public comment periods must be provided at meetings of the governing boards for higher education institutions. Prior to considering proposals for tuition and fee increases, governing boards of four-year institutions must make public such proposals 21 days in advance of consideration.

The *Student Achievement Council* was created in HB 2483, which will be the replacement agency for what was previously the Higher Education Coordinating Board. The Council is to provide recommendations to the Governor and Legislature on issues related to increasing educational attainment and improving student outcomes. The Council will incorporate the work of, and work with, OSPI, SBCTC, the State Board of Education, PESB, Workforce and Training Board, public baccalaureate institutions, and independent schools and colleges. The Executive Director of the Council is appointed by the Governor from a list of names provided by the Council.

Budget conversations are ongoing among leadership and the budget negotiators. Western began the session with a proposal from the Governor that would cut WWU's budget by 17%. The final budgets proposals from the House and Senate that are being negotiated during the special session call for no additional cuts for higher education. We are continuing to work to ensure that the final compromise budget protects higher education from further cuts. The special session is scheduled to end on April 10th.

Federal Relations

Associated Students President Anna Ellermeier, AS VP of Governmental Affairs Iris Maute-Gibson and AS Legislative Liaison Joe Meyer will join President Bruce Shepard and Vice-President Steve Swan in meetings with members of Washington's Congressional delegation on April 19th and 20th in Washington, D.C. The visit will include meetings with Senators Patty Murray and Maria Cantwell and Congressman Rick Larsen.

Issues that will be discussed include federal funding for STEM education and related opportunities for Western's Math and Science Teacher Education Program, federal financial aid and most specifically the Pell Grant Program, the Dream Act, and the Tyler Clements Anti-Bullying legislation.

It was remarked upon in some meetings last year by longtime Congressional staff members that they could not recall any other time when university and student leaders visited Congressional offices in partnership.

UNIVERSITY RELATIONS

Waterfront Development

The annual meeting of Western Crossing Development will be held on May 1st at the offices of the Port of Bellingham. This entity was created in 2010 by Western and the Port of Bellingham to help facilitate a coordinated development plan for the Educational District of the Bellingham Waterfront project that is consistent with the Port's plan for development

of the Waterfront District and the University's plan for expansion of its campus to the waterfront.

The board of directors of Western Crossing Development consists of two representatives each from the Port and Western, and one independent representative. Representing Western is Trustee Peggy Zoro and President Bruce Shepard, while the Port is represented by Commissioner Scott Walker and its Interim Director. The independent representative is Glenn Butler who had a distinguished administrative career with the ARCO Corporation and is a founder of the Bellingham Angels.

OFFICE OF UNIVERSITY COMMUNICATIONS

The Western Window TV Show is now being shown in Bellingham on governmental station BTV-10 which is carried on Comcast's local cable. The show has been nearly one year in development and was televised for the first time on March 28th. It will be aired six days each week and at an assortment of different times. The show is magazine style in format and is produced monthly by students enrolled in an internship class through Fairhaven College. It is hosted by Patrick Dizney, a faculty member in CFPA.

The first show includes features on the work of the Vehicle Research Institute in developing bio-methane fuel from cow manure, on the distractions of cell phone use (with a clown on a unicycle in Red Square), the annual student trash fashion show, and a segment on Western's Speech, Language and Hearing Clinic.

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

- During the men's basketball team's national championship run, University Communications used our social media avenues (Twitter, Facebook and YouTube, primarily) to drastically increase engagement among the community. New media coordinator **Matthew Anderson** live-tweeted during the championship game and provided regular Facebook updates. After the game, he pushed out basketball stories, videos and photos. Those efforts resulted in thousands of outside interactions for the university and an increased reputation for Western in social media.
- Three staff members completed **video training** from Northwest Film School. The purpose of the training is for staff to learn skills necessary to create high-quality video projects for the WWU website, Western Today, WWU YouTube site and any other appropriate venues.
- Matthew Anderson also created blogs on Western Today for University Relations and the Equal Employment Office to provide regular updates, at their own speed and using their own words, about the news that matters to them. We plan to roll these blogs out to other areas on campus – the Office of Sustainability, Human Resources, etc. – to better communicate with the Western community about important news from these respective offices.
- Editor Mary Gallagher is in the home stretch of production for the spring edition of Window magazine, which will include stories about Oscar winner and alumnus TJ Martin, our NCAA II Basketball champions, the humanitarian work of alumna Analiessie Isherwood, and donor Virginia Wright's influence on Western's art collection. It's shaping up to be another fantastic issue.

- Successfully placing **stories in media** that enhance Western's reputation, including assisting Athletics with men's basketball championship publicity; and assisting the Alumni Association with media coverage of TJ Martin's visit to campus. Media coverage of Martin's visit ran in the Associated Press, Seattle Times, on KIRO TV, KIRO radio, the Everett Herald, Tacoma News Tribune, Seattle PI, Olympian, Wenatchee World, Columbian and other media outlets.
- Completion of **graphic design projects** by Chris Baker and Derek Bryson with many campus offices, including Admissions, the President's Office, Office of Sustainability, Athletics, Human Resources, and Canadian-American Studies.
- Booking **faculty speakers** by Pam Smith through Western's Speakers Bureau. Those included Sue Guenther Schlesinger, vice provost of the Equal Opportunity Office, for a presentation at the Blaine Sector Border Patrol on March 22; the topic was in conjunction with Women's History Month. Pam also is coordinating an event for political science professor Todd Donovan to speak to the American Society of Women Accountants.

DATE FOR NEXT REGULAR MEETING

- **June 7, 8, 2012**

ADJOURNMENT