



**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
AGENDA  
JUNE 10 & 11, 2021**

**THURSDAY, JUNE 10, 2021**

**Location:** Virtual Meeting Via Zoom  
**Audiocast:** <https://wp.wvu.edu/live/>  
**Time:** 3:00 p.m.

- 1. CALL TO ORDER**  
3:00 – 3:01
- 2. ADVANCING INCLUSIVE ACCESS AND SUCCESS: BUILDING THE PIPELINE TO AND THROUGH WESTERN**  
3:01 – 4:30      Presentation: Trustee Mo West, Chair, Student Success Committee  
Melynda Huskey, Vice President for Enrollment and Student Services
- 3. EXECUTIVE SESSION WILL BE HELD TO ADDRESS ISSUES AS AUTHORIZED BY RCW 42.30.110**  
4:30 – 5:30

**FRIDAY, JUNE 11, 2021**

**Location:** Virtual Meeting Via Zoom  
**Audiocast:** <https://wp.wvu.edu/live/>  
**Time:** 8:00 a.m.

- 4. CALL TO ORDER, APPROVAL OF MINUTES**  
8:00 – 8:05
  - Board of Trustees Meeting, April 1 & 2, 2021
- 5. PUBLIC COMMENT**  
8:05 – 8:15
- 6. RECOGNITIONS AND INTRODUCTIONS**  
8:15 – 8:30
  - Welcome Joyce Lopes, Vice President for Business and Financial Affairs (effective July 1, 2021)
  - Welcome Kim O'Neill, Vice President for University Advancement (effective July 1, 2021)
  - Welcome Christopher 'Caskey' Russell, Dean of Fairhaven College (effective August 16, 2021)
  - Academic Fellowship and Scholarship Award Winners
  - Presidential Scholars

7. **BOARD CHAIR REPORT**  
8:30 – 8:40
  - Resolution Recognizing the Service of Board Member Hunter Stuehm
8. **UNIVERSITY PRESIDENT REPORT**  
8:40 – 8:50
9. **FACULTY SENATE REPORT**  
8:50 – 9:00
10. **ASSOCIATED STUDENTS REPORT**  
9:00 – 9:10
11. **BOARD FINANCE, AUDIT AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT**  
9:10 – 9:20      Presentation:      Trustee Faith Pettis, Committee Chair
12. **BOARD STUDENT SUCCESS COMMITTEE REPORT**  
9:20 – 9:30      Presentation:      Trustee Mo West, Committee Chair

**DISCUSSION ITEMS**

13. **ADVANCING WESTERN'S ACCESSIBILITY, DIVERSITY, EQUITY, AND INCLUSION INITIATIVES: THE YEAR IN REVIEW**  
9:30 – 9:40      Presentation:      Sabah Randhawa, President
14. **REFLECTIONS ON THE 2021 AGB CONFERENCE ON TRUSTEESHIP**  
9:40 – 9:50      Presentation:      WWU Board of Trustees
15. **REFLECTIONS ON THE LEGISLATIVE SESSION**  
9:50 – 10:00      Presentation:      Becca Kenna-Schenk, Executive Director, Government Relations

**BREAK (10 min)**

**ACTION ITEMS**

16. **APPROVAL OF BOARD OF TRUSTEES BYLAWS**  
10:10 – 10:20      Presentation:      Melissa Nelson, Assistant Attorney General
17. **2021 – 2022 BUDGET AND RELATED MATTERS**  
10:20 – 11:20
  - a. 2021-2022 Operating Budget Framework  
Presentation:      Brian Burton, Associate Vice President, Academic Affairs  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning
  - b. Approval of 2021 - 2022 Academic Year Tuition Rates and Mandatory Fees
    - i. 2021-2022 Academic Year Tuition and Mandatory Fees  
Presentation:      Melynda Huskey, Vice President, Enrollment and Student Services  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

- ii. Adjustment to Summer 2021 Alternative Transportation Fee  
Presentation: Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning
    - iii. 2021 - 2022 Self-Sustaining Academic Year Tuition  
Presentation: Brian Burton, Associate Vice President, Academic Affairs  
Robert Squires, Vice Provost for Outreach and Continuing Education
  - c. Approval of 2021 - 2022 Annual State Operating Budget  
Presentation: Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning
  - d. Approval of 2021 – 2023 Capital Budget  
Presentation: Richard Van Den Hul, Vice President, Business and Financial Affairs  
Rick Benner, University Architect/Senior Director, Capital Planning and Development
- 18. **APPROVAL OF 2021 – 2022 HOUSING AND DINING RATES AND RATE RESTRUCTURE**  
11:20 – 11:30 Presentation: Melynda Huskey, Vice President, Enrollment and Student Services  
Leonard Jones, Director, University Residences
- 19. **APPROVAL OF EMERGENCY RULE EXTENSION REQUEST**  
11:30 - 11:35 Presentation: Melynda Huskey, Vice President for Enrollment and Student Services  
Michael Sledge, Executive Director, Student Life
- 20. **APPROVAL OF SPRING QUARTER DEGREES**  
11:35 – 11:40
- 21. **INFORMATION ITEMS**  
11:40 – 11:45
  - a. Academic Reports
  - b. Annual & Quarterly Grant Report
  - c. Enrollment Management Report
  - d. University Advancement Report
  - e. Capital Program Report
  - f. University Relations and Marketing Report
- 22. **TRUSTEE REMARKS**  
11:45 – 11:55
- 23. **DATES FOR NEXT REGULAR MEETING: August 19 & 20, 2021**
- 24. **ADJOURNMENT**

## **1. CALL TO ORDER**

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Melynda Huskey

**DATE:** June 10, 2021

**SUBJECT:** **Advancing Inclusive Access and Success: Building the Pipeline to and Through Western**

**PURPOSE:** Information Item

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**Education and Outreach by Financial Aid**

**Overview of Financial Aid**

Western's Financial Aid team carries the privilege and responsibility of awarding aid dollars to students, providing many with access to an education that they otherwise would not have. For the 2019-2020 academic year, financial aid disbursements exceeded \$144 million to 10,807 student financial aid recipients. (This compares to \$145 million in aid disbursements to 10,919 financial aid recipients the year before.)

- Grants: \$46.8 million
- Scholarships: \$23.8 million
- Student Employment: \$13.4 million
- Educational loans: \$59.6 million
- Miscellaneous: \$.4 million

Although some financial aid pays for expenses due and payable to Western on student accounts, a significant portion of financial aid is disbursed to students to pay for other educationally related expenses, such as rent and food expenses associated with living off campus, transportation, child care, etc. Financial aid is funding for student recipients as opposed to revenue to the University. Aid is disbursed to students in accordance with prescribed regulatory requirements, which includes application to specific charges on student accounts. Often, there is aid remaining after allowable expenses have been paid on student accounts. This aid is disbursed to students, which they use to pay for educationally related expenses that are not due and payable to Western.

While this critical work to award aid is the centerpiece of the labor of that office, it is flanked by extraordinary compliance demands, individual student service and counseling, regular outreach to current and prospective students, focus on FAFSA (Free Application for Federal Student Aid) and WASFA (Washington Application for State Financial Aid) support, fairs and programming to raise awareness about additional opportunities for financial support, coordination of funding from multiple sources, study and application of the regulations imposed by each source, management of part-time student employment, meeting reporting requirements, and providing input to federal and state government agencies to improve financial aid programs and associated processes.

## **FAFSA & WASFA Education and Outreach**

The Financial Aid team partners with Futures Northwest and area high schools to help staff FAFSA/WASFA filing events (sometimes called College Goal Washington). In a typical year, we participate in six or more FAFSA/WASFA completion or filing events in Whatcom and Skagit counties (combined high school events). During the pandemic, we participated in a regional Zoom event that was intended to serve all Whatcom and Skagit senior students. The financial aid staff are key partners, in that volunteers are available to help with basic FAFSA/WASFA advice, but financial aid professionals are needed to answer the more difficult questions and serve as the experts in the room. This is a volunteer event and WWU's Financial Aid Department typically has 6-10 staff members participate per year. Members of the financial aid team also host financial aid/scholarship presentations at the Bellingham School District's College Fairs. This involves partnering with the high school counselors in the BSD and presenting 30-minute basic financial aid presentations on a rotating basis throughout the program. For many families, financial aid questions and concerns are at the forefront of their Admissions decisions. The pandemic has presented obstacles to programming this year, but we continue to look for ways for financial aid to support our local high school students as well as those outside our local area.

Financial Aid has also hosted mini WWU FAFSA filing events for specific populations of students. For the past several years, we have held events for students formerly in the foster care system, students who are unaccompanied homeless youth, and undocumented students. These are typically held on campus (outside of the pandemic) and take place in a reserved computer lab. Our staff members are available to answer any questions with the goal of FAFSA submission for as many students at the event as possible. Financial Aid has partnered with the Western Success Scholars program and the Blue Group to help advertise and support these events. Students are very happy to receive individualized attention, especially for situations they may not be comfortable discussing in a public setting.

Over the years, due to our close relationship with high school counselors, we have had a counselor from Sehome High School bring students to WWU to meet with financial aid counselors to discuss unique financial aid situations. Our local outreach helps solidify this relationship, and we serve as a resource to our high school counselors as well as students.

For WASFA filers, we provide targeted outreach (via individual emails) about WASFA filing dates, scholarship opportunities, and general financial aid. We routinely connect with the Blue Resource Center and Undocumented and Mixed Status Students Council.

## **FAFSA Fridays & WASFA Wednesdays**

This year, with the concern over decreased FAFSA/WASFA applications, we created FAFSA Fridays and WASFA Wednesdays to help students/families connect with WWU Financial Aid in a virtual setting and get their FAFSA/WASFA questions answered. Students could self-schedule a virtual appointment and have face time with a financial aid counselor. Although students are experiencing Zoom fatigue, it was the safest and most effective way to connect with students and families (especially new students who hadn't had any physical connection to campus). In addition, students could share their screen in a virtual meeting and show the counselor the exact question they had, making it much easier to assist them. These Fridays/Wednesdays were also an opportunity to spark interest or remind students to complete and file their FAFSA/WASFA. This service was active until January 31<sup>st</sup> as a way to highlight getting the FAFSA/WASFA done but also to encourage as many students as possible to meet the priority filing date. The students and families served were very grateful for the opportunity to have one-on-one time with financial aid professionals. For our new students especially, it provided a sense of relief and exemplifies Western's tradition of supporting and caring about our students.

Counselors have seen families that had no idea where to start with the FAFSA walk away surprised at how easy it seemed after getting it submitted while attending a FAFSA filing event. They have encountered students facing extraordinarily difficult family situations who were given hope that even *they* could get financial aid. Counselors have witnessed families who never thought they would need assistance, but due to economic hardship, were applying for aid for the first time. Undocumented students' faces light up when they realize that there is state and institutional aid available to help with tuition, books, and living expenses. Most financial aid counselors have had numerous students and families that they work with at an event continue to stay in touch with them throughout their time at Western.

### **Marketing Campaign**

Students and families have many choices for higher education, and among the most important factors in that choice is how to finance an education. With the vision Western has for its future, the changing demographics of the state, and more families struggling financially, Western must position itself to be a top choice for low income and first-generation students. Western and Bellingham are not, however, usually perceived to be the most accessible to those students. We set out to insert an ad campaign into our digital marketing effort that focused on connecting Western to financial support for education in the minds of Washingtonians. Through the brilliant creative work of the University Marketing team led by Vice President Donna Gibbs and collaboration between Admissions, Financial Aid, and Enrollment Management, we ran an ad campaign during January and February that targeted students in Washington with messaging about the Washington College Grant and encouraged FAFSA completion.

University Marketing created a landing page and consumer-facing front page on Western's Financial Aid website to promote FAFSA completion, the Washington College Grant, and financial aid support services at Western. The landing page gave students and families an opportunity to make an appointment with a Financial Aid Counselor. After more than 10,500 views of the ads and more than 5,400 clicks, approximately 80 students and families scheduled individual appointments to learn more about the aid process and to get assistance with the completion of aid forms. Additionally, the financial aid team responded to countless emails and inquiries from prospective students during the course of the ad campaign.

Unfortunately, the pandemic has hit low income and first-generation families hardest and has taken many students out of the higher education market altogether. FAFSA filings nationally are down almost 10% from last year, and a bit more in the state of Washington. However, with the ad campaign and other outreach efforts, our FAFSA submissions are down only 5.4%. There is still much work to be done, but mitigating the losses to FAFSA completion and attracting the attention of students who may not have thought Western was a choice for them is an important step at this stage in the process. The impact to WASFA filings is not yet available due to batch loading timeframes.

[See table next page]

Count of Applications	AIDYEAR		
	2021		2021 Total
Date	FAFSA	WASFA	
Prior to Jan 1, 2020	15,617	214	15,831
Between Jan 1 - Feb 28, 2020	6,383	178	6,561
<b>Grand Total</b>	<b>22,000</b>	<b>392</b>	<b>22,392</b>
Count of Applicants-Updated	Aid Year		
	2122		2122 Total
Date	FAFSA	WASFA*	
Prior to Jan 1, 2021	14,962	213	15,175
Between Jan 1 - Feb 28, 2021	5,861	100	5,961
<b>Grand Total</b>	<b>20,823</b>	<b>313</b>	<b>21,136</b>

\*All 2122 WASFAs were loaded after January 1, 2021, but received by 12/15/20.

### Admissions Outreach and Partnership with Financial Aid

Admissions, in close collaboration and partnership with a number of units and organizations across campus, stands firm in the commitment to engage students, families, and school counselors with resources that highlight accessibility and affordability. Below are the key initiatives that we have driven and supported throughout this recruitment cycle.

- Welcomed staff from the Financial Aid Department to conduct periodic training with admissions counselors. This helps refresh information and provides an opportunity for education on the latest changes to financial aid.
- Conducted special outreach activities in partnership with key Community-Based Organizations
  - Capitalizes on established trust that CBO's have with their student and family constituents
  - Futures NW (in Whatcom and Skagit counties), and College Success Foundation (in Seattle, Tacoma, Yakima, and Spokane)
- Counseled hundreds of students and families—through phone calls, emails, and Zoom sessions—following a “WWU Scholarship Update” email broadcast in February
  - Conveys care and concern, while expressing our commitment to affordability and recognition of student achievement
  - Instructs admissions counselors to encourage student and family attendance at *WASFA Wednesdays* and *FAFSA Fridays*
- Featured Financial Aid information prominently in all virtual programs and events, combining both financial aid staff and admissions counselors when presenting
  - General fall open house
  - Twice-weekly information sessions
  - *Being BIPOC @ Western* event in January
    - In partnership with Western's Black Student Union and Afro-Caribbean Club
  - Weekly admitted student events during yield season (winter/spring)
  - Premier Virtual Admitted Student Days (April 5-17)
  - Junior Visit Day (late-spring/summer)



- Developed and broadcast messaging in print, email, web, and social media that underscores institutional commitment to access and support for exploring financial options and maximizing resources
  - Email to applicants informing of FAFSA going live (early-October), encouraging all applicants to apply for FAFSA or WASFA
  - Email to FAFSA submitters who have yet to apply for admission
  - Digital ad campaign to inform that WWU financial aid team is a resource to help with FAFSA and WAFSA application
  - Email to College Bound Scholars (students from under-resourced backgrounds)
  - Print postcard to College Bound Scholars and their families
  - Print publications prominently featuring information about FAFSA and WASFA
    - Including viewbook, admitted student package, admitted student guide (i.e. “To-Do” list), recruitment scholarship letters
  - Webpage with promotion block for applying for financial aid on Admissions’ home page
  - Webpage with general financial aid information within Admissions’ web domain (with re-direct to financial aid’s own webpage)
  - Email congratulating admitted students on their admission to Western and encouraging them to apply for financial aid
  - Email encouraging students to claim their WWU Universal Account to review scholarship and financial aid details
  - Email to families of admitted students from Director of Admissions that welcomes them to the WWU community and provides important calls to action, including applying for financial aid
  - Email to families of admitted students from Assistant Vice President for Enrollment & Student Services/Director of Financial aid that welcomes them to the WWU community, underscoring our commitment to care, support, affordability, value of Western education, and encourages the submission of FAFSA or WASFA
  - Email to families of admitted students from Vice President for Enrollment & Student Services that welcomes them to the WWU community, underscoring our commitment to care and support and encouraging them to make use of support resources (contains a link to page for Financial Aid Department and other ESS offices)
  - Email to admitted students who haven’t submitted a FAFSA or WASFA, encouraging them to apply for aid and utilize the financial aid team for support
  - Email to families of admitted students who haven’t submitted a FAFSA or WASFA encouraging them to apply and to utilize the financial aid team for support
  - Email to admitted students providing information about the Washington Opportunity Scholarship and Washington College Grant
  - Email to families of admitted students providing information about the Washington Opportunity Scholarship and Washington College Grant
  - Webpages for admitted students, with information about financial aid, encouraging submission of FAFSA and WASFA
  - Web portals for admitted students, with information about financial aid, encouraging submission of FAFSA and WASFA
  - Email to school counselors underscoring commitment to access, support, and affordability, with link to accompanying webpage exclusive to school counselors
  - Webpage exclusive to school counselors highlighting resources, underscoring commitment to access, support, and affordability

### **Awareness Campaigns to Current and Prospective Students**

Throughout the year the Financial Aid team gathers information from the federal government, the state, and other sources and makes efforts to keep students aware of changes that may impact them financially or opportunities for additional aid. A few examples:

- Awarding Higher Education Emergency Relief funds (coronavirus relief aid) in addition to regular financial aid. Financial Aid will have awarded \$11.6 million from April 2020-June 2021.
- Placing students in part-time jobs in Bellingham and the surrounding community through the Federal Job Location and Development Program.
- Advising students who show evidence of promoting multiculturalism to seek scholarship assistance via the Multicultural Achievement Program.
- Alerting students to changes to loan repayment requirements.
- Providing awareness of student employment opportunities.
- Announcing changes to SNAP eligibility requirements.
- Publicizing the availability of various scholarship opportunities and providing guidance for application submission.
- Advising students about the availability and timing of FAFSA/WASFA renewal applications.
- Last year, reaching out to students who were in states impacted by wildfires to let them know Financial Aid would take special circumstances related to the fires into account to adjust (increase) aid eligibilities based on losses.
- Co-sponsoring the PRIDE Foundation Scholarship Presentations to ensure that students and others in attendance know we are aware of the difficulties many LGBTQ+ students face and convey Financial Aid's commitment to supporting them.
- Western was recognized as a top producer of students with disabilities applying for the Gilman Scholarship for study abroad. This was in part due to collaboration between the Scholarship Center staff and Education Abroad.

Each of these efforts and many others can require the office to engage in web messaging, student advising sessions, campus outreach, and email campaigns (both broad in nature and individualized). Often data analysis is necessary to identify populations of students for whom the information is relevant, so that messaging can be more meaningful and targeted.

### **Recalculating Aid Eligibility for Admitted students Trying to Make Decisions for Fall**

After Financial Aid finishes packaging aid for new students each year, admitted students and their families seek out individual guidance for understanding their awards and in some cases need to get aid recalculated because of changes to their financial circumstances. The need for recalculation is far more common during the pandemic, and that will certainly be true in the coming months as students and families make their decisions about where and whether or not to enroll. This is because for many families, the 2019 calendar year income reported on the 2021-22 FAFSA does not serve as an accurate representation of student and parental ability to contribute toward educational costs since the pandemic. Financial Aid freely applies the regulatory authority to use a different 12-month timeframe for calculating aid eligibility, based on hardship, documentation of income, and administrative professional judgment.

### **Skill and Experience**

A one-size-fits-all approach doesn't work for financial aid advising because students at risk of being unable to attend college or dropping out face circumstances that often require them to answer FAFSA/WASFA related questions in a nonroutine manner. Examples of situations that require a unique approach to FAFSA/WASFA completion include:

- Divorce/separation of parents or student
- Homelessness or at risk of homelessness
- High medical expenses
- Death in the family
- Student has been "disowned" by parents

- Unusual family expenses over which the family has little or no control (i.e., disabled parent, disabled sibling, extended relative requires caretaking, house burned down, house flooded, house obliterated due to landslide)
- Other unexpected developments that impact family finances
- Student or parent will be filing late or amended Federal income tax returns
- A trust is involved
- Foreign income needs to be translated into U.S. dollars

And, the FAFSA/WASFA contain inherent oddities. For example, there are special rules that apply to what counts as untaxed income that do not apply on any other government application. Also, household size reported on the FAFSA/WASFA doesn't need to match that reported on Federal income tax returns.

Financial Aid advisors don't just advise students on FAFSA/WASFA completion, they advise on next steps students and families should take to receive aid and optimize aid eligibility. Examples include the following:

- Submitting requests to adjust parent and/or student contribution based on extenuating financial circumstances to receive more or better types of financial aid
- Requesting that additional, nonstandard educational costs be taken into consideration to increase aid eligibility
- Appealing unsatisfactory academic progress suspensions
- Obtaining medical documentation to increase the likelihood that aid suspension will result in reinstatement

Financial Aid Counselors actually have significant control over aid offers and adjust financial aid offers based on extenuating financial circumstances using a regulatory provision called "Professional Judgment". Counselors advise students and families in an integrated manner. Upon meeting the student or parent and hearing about the extenuating circumstances the student and family face, counselors advise how to complete the FAFSA/WASFA; inform them of steps they should take to optimize their financial aid; inform them of the forms that need to be filed or other appropriate documentation that should be submitted; review the file; recalculate many aid eligibilities based on professional judgement; and finalize the student's aid offer in the best interests of the student.

### **Federal HEERF Grant Update**

The Financial Aid team partnered with Admissions to identify new, incoming students for Fall 2020 who reported that they would have financial difficulty paying technology costs associated with attending Western remotely. Through this collaborative effort, Financial Aid identified 68 students for receipt of HEERF I grants totaling \$51,000. Similar opportunities will be identified to assist students, as we award HEERF II and HEERF III.

While many schools are awarding their federal relief dollars as flat grants, our Financial Aid team has taken on the added burden of building a process for awarding the funds that will attempt to more effectively match these relief dollars with need. They are accepting applications for aid and addressing situational need on an individual basis.

# Education and Outreach by Financial Aid

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June 10, 2021



# Advertising Campaign

Digital ad samples



**FREE  
MONEY FOR  
COLLEGE?  
SERIOUSLY!**

Are You Eligible for the  
WA College Grant?

**LET WWU HELP**



**WESTERN  
WASHINGTON  
UNIVERSITY**

MAKE WAVES.



**THINK  
COLLEGE ISN'T  
FOR YOU?  
THINK AGAIN!**

Find Free Grants  
and Scholarships

**LET WWU HELP**



**WESTERN  
WASHINGTON  
UNIVERSITY**

MAKE WAVES.



**ARE FREE  
GRANTS AND  
SCHOLARSHIPS  
WAITING FOR  
YOU?**

Priority Application  
Date January 31

**APPLY NOW**



**WESTERN  
WASHINGTON  
UNIVERSITY**

MAKE WAVES.

# Advertising Campaign

Ad Performance (1/1/21 – 2/28/21)

- **4,163,406 Impressions**  
(how many times the ads were served)
- **5,409 Clicks**  
(how many times a user engaged with an ad)
- **569 Conversions**  
(how many times a user completed a desired action such as completing an inquiry form or clicking a button to submit an application)

# Campaign Landing Page

<https://www.wvu.edu/financial-aid>

Page stats (1/1/21-3/10/21)

- 10,518 views
- Clicks:
  - 1,098 to “scholarship opportunities”
  - 462 to “apply”
  - 324 to “net price calculator”
  - 229 to “make an appointment”
  - 103 to “FAFSA application”
  - 89 to “WASFA application”
- ~80 counselor appointments

The screenshot shows the Western Washington University website's financial aid landing page. At the top, there is a yellow banner for "COVID-19 Symptom Attestation" and a blue navigation bar with the university logo and "Western Washington University" text. Below the navigation bar, the main heading "FINANCIAL AID" is displayed in large white letters against a dark blue background. The central content area features a white box with the heading "LET US HELP YOU" and a sub-heading "Financial Aid Counselors are here to help you navigate the process of learning about different financial aid programs and applying." Below this text are two green buttons: "Call (360) 650-3470" and "Email financialaid@wwu.edu". To the right of the main content, there is a blue box with the text "THE DEPARTMENT OF FINANCIAL AID STANDS WITH OUR BLACK STUDENTS AND COMMUNITIES OF COLOR" and a photo of President Sabah Randhawa with a quote: "The most significant way we can correct past and ongoing injustices is by accelerating the rate and scope of our own systemic change, and that starts with increasing equity of access and equity of outcomes for all students." Below the photo is the name "President Sabah Randhawa". At the bottom of the page, there are three green buttons: "Net Price Calculator", "Scholarships", and "Financial Aid Forms".

# Financial Aid Counselors

- **One Size Doesn't Fit All**
- **Unique FAFSA/WASFA Reporting Requirements**
- **Next Steps to Receive Aid and Optimize Eligibility**
- **Professional Judgment and Effecting Positive Outcomes**
- **Coordination with Other Offices to Support Student Success**
- **Financial Aid Beyond “Regular” Financial Aid**



# FAFSA/WASFA Filing Support

- FAFSA Fridays and WASFA Wednesdays
- Filing Events—Futures Northwest and area high schools
- Bellingham School District College Fairs
- Mini filing events for small groups
- Presentations in Whatcom and Skagit high schools
- Partner with admissions

# Other Outreach and Education

- Training of Admissions Counselors
- Community Based Organizations
- Prominently featured in all Admissions events
- Print, email messaging, web, and social media

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Thank you.



### **3. EXECUTIVE SESSION**

Executive Session may be held to discuss personnel, real estate, and legal issues as authorized in RCW 42.30.110.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa

**DATE:** June 11, 2021

**SUBJECT:** **Approval of the Minutes**

**PURPOSE:** Action Items

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**Purpose of Submittal:**

Approval of the Board of Trustees Meeting Minutes.

**Proposed Motion:**

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

- Approval of the Minutes of the Board of Trustees Meeting, April 1 & 2, 2021
- Approval of the Minutes of the Special Board of Trustees Meeting, May 5, 2021

**Supporting Information:**

Minutes of April 1 & 2, 2021

Minutes of May 5, 2021

**Western Washington University  
Board of Trustees  
Meeting Minutes  
Thursday, April 1, 2021**

**1. CALL TO ORDER**

Board Chair, Trustee John M. Meyer called the regular meeting of the Board of Trustees of Western Washington University to order at 3:01 p.m., via Zoom. A quorum was established by roll call.

**Board of Trustees**

John M Meyer, Chair – *via Zoom*  
Chase Franklin, Vice Chair – *via Zoom*  
Bruce Harrell - *via Zoom*  
Karen Lee – *via Zoom*  
Faith Pettis – *via Zoom*  
Sue Sharpe, Secretary– *via Zoom*  
Hunter Stuehm – *via Zoom*  
Mo West – *via Zoom*

**Western Washington University**

Sabah Randhawa, President  
Brent Carbajal, Provost/Vice President for Academic Affairs  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for Advancement  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations and Marketing  
Becca Kenna-Schenk, Executive Director, Government Relations  
Jeff Young, Faculty Senate President  
Melissa Nelson, Assistant Attorney General  
Paul Cocke, Director, Communication and Marketing  
Paul Dunn, Chief of Staff to the President and Secretary to the Board of Trustees  
Barbara Sandoval, Senior Executive Assistant to the President  
Rayne Rambo, Assistant Secretary to the Board of Trustees

**2. INCREASING WASHINGTON IMPACT: WESTERN'S COMMUNITY-SERVING CENTERS AND INSTITUTES**

Brent Carbajal, Provost Brent Carbajal, Provost and Vice President for Academic Affairs introduced, Hart Hodges, Associate Professor, Economics, Co-Director, Center for Economics and Business Research (CEBR), James McCafferty, Co-Director, Center for Economics and Business Research, C.J. Seitz, Director, Small Business Development Center (SBDC), Devyani Chandran, Director, Palliative Care Institute, and Ginny Broadhurst, Director, Salish Sea Institute who each provided an overview of the Institutes they direct and manage at Western.

The session began with leaders from a selection of Western's Centers and Institutes providing a glimpse into their important contributions to the university's outreach and service mission, and the opportunities they provide for Western to connect with public and private entities. The ensuing conversation noted that ways in which these areas help expand

Western's presence in the region and provide direct feedback on community needs and challenges. During the course of the conversation it was noted that the Centers and Institutes provide a connection between faculty expertise and research to address important regional work force issues, providing opportunities to grow the graduate education enterprise.

**Western Washington University  
Board of Trustees  
Meeting Minutes  
Friday, April 2, 2021**

**CALL TO ORDER**

Board Chair, Trustee John M. Meyer called the regular meeting of the Board of Trustees of Western Washington University to order at 8:01 a.m., via Zoom. A quorum was established by roll call.

**Board of Trustees**

John M. Meyer, Chair – *via Zoom*  
Chase Franklin, Vice Chair – *via Zoom*  
Bruce Harrell - *via Zoom*  
Karen Lee – *via Zoom*  
Faith Pettis – *via Zoom*  
Sue Sharpe, Secretary– *via Zoom*  
Hunter Stuehm – *via Zoom*  
Mo West – *via Zoom*

**Western Washington University**

Sabah Randhawa, President  
Brent Carbajal, Provost/Vice President for Academic Affairs  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for Advancement  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations and Marketing  
Becca Kenna-Schenk, Executive Director, Government Relations  
Jeff Young, Faculty Senate President  
Sargun Handa, Associated Students Senate Pro Tempore  
Melissa Nelson, Assistant Attorney General  
Paul Cocke, Director, Communication and Marketing  
Paul Dunn, Chief of Staff to the President and Secretary to the Board of Trustees  
Barbara Sandoval, Senior Executive Assistant to the President  
Rayne Rambo, Assistant Secretary to the Board of Trustees

**3. APPROVAL OF MINUTES**

MOTION 04-01-2021

Trustee Stuehm moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, February 11 & 12, 2021
- Board of Trustees Work Session, March 8 & 9, 2021

The motion was voted on by roll call.



Roll Call for the Vote:

Trustee Sue Sharpe - Yes  
Trustee Karen Lee – Yes  
Trustee Faith Pettis – Yes  
Trustee Mo West – Yes  
Trustee Hunter Stuehm - Yes  
Trustee Earl Overstreet– Yes  
Trustee Chase Franklin – Yes  
Trustee John Meyer, Chair - Yes

The motion passed.

#### **4. PUBLIC COMMENT**

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. No one signed up for public comment.

#### **5. BOARD CHAIR REPORT**

Board Chair, Trustee John Meyer provided an overview of the Board March 2020 Work Session in which the Board engaged in discussion on a number of topics, including review of the Board of Trustees Bylaws and Rules of Operation.

Meyer reported that the Board also engaged in discussion with the executive leadership team regarding the continued impacts of COVID-19 and strategized how to best stay in alignment with Western’s strategic plan while transitioning back to increased in-person learning, and implementing lessons learned from remote operations.

Trustee Meyer noted that President Randhawa and the Board would be attending the Association of Governing Boards (AGB) Annual National Conference on Trusteeship later in April. Session topics include titles such as, “Board Best Practices for Addressing Campus Racial Inequalities” to “The New Normal: Higher Education in a Post COVID-19 World.” Board members will be prepared to share insights from the conference at the next regular meeting in June 2021.

#### **6. UNIVERSITY PRESIDENTS REPORT**

President Randhawa acknowledged the presentations provided to the Board, the day prior, by a number of Western’s Institutes and Centers and noted their presences provides a glimpse into the size, complexity, and scope, of Western’s outreach mission. Randhawa explained that Institutes and Centers provide an opportunity for Western to connect with public and private entities which helps to expand Western’s presence in the region and help Western learn about our communities’ needs and challenges. Randhawa noted the importance of bringing faculty expertise and research to bear on regional workforce issues, and how this can create a virtuous cycle of growth in the graduate education footprint, and demand, to better serve our communities.

President Randhawa reported on the ongoing planning for re-opening campus for increased in-person learning during fall quarter 2021. He shared that throughout the pandemic Western leadership and the Incident Command System (ICS) Leadership have put the health and safety of our students, faculty, and staff as our top priority. He acknowledged that ICS leadership will

approach reopening campus with the same care and planning that they have employed with testing, quarantine, contact tracing, cleaning, and building ventilation strategies over the past year.

President Randhawa reported that ICS leadership will continue to carefully follow CDC and state guidelines for higher education reopening as well as the data and advice of regional health partners. He added that based on the current guidance and planning predictions as well as the need for continued compliance with current physical distancing and mask requirements, Western will determine its testing and tracing regimen depending on vaccination rates and the prevalence of the virus in our communities.

President Randhawa thanked the ICS Leadership team for their guidance and expertise as Western continues to navigate through a global pandemic. He shared that ICS members worked over forty thousand hours over the past year specifically on ICS tasks, in addition to the hours worked for their regular positions at Western. Randhawa expressed gratitude on behalf of the campus community for their outstanding and continued work related to the global pandemic.

Randhawa drew attention the Tenure and Promotion (T&P) Report included in the meeting materials packet provided to the Trustees. He noted the outcome of Tenure and Promotion is special for educational institutions and a reflection of the commitment of Western's faculty that encompasses all aspects of Western's academic mission including teaching/learning, research and creative activities, outreach engagement and service mission. In the past (T&P) cycle thirty-four faculty members were promoted from assistant professor to associate professor in addition to twelve faculty members that have been promoted to associate professor to full professor. He concluded by noting that the Provost Diversity Initiative is making an impact of diversity within faculty membership.

## **7. FACULTY SENATE REPORT**

Jeff Young, Faculty Senate President submitted the following report to the Board of Trustees, "the senate has met twice since the last board meeting. During this time, the Academic Coordinating Commission (ACC) has been working through new course proposals and University Planning and Resource Council (UPRC) has primarily been preparing for a busy spring quarter reviewing budget proposal.

I want to update you again on the General Education revision work underway, the process initiated by review of the PLEJ (Power, Liberation, Equity, and Justice) working document. At the last board meeting I reported that the faculty and staff survey had just closed, and the student survey would be opening soon. Both are now complete with approximately 400 respondents in each. These surveys provided the opportunity for written comments and coding and analysis of the written responses is just now being completed. We've learned that if you want to survey faculty and students, hand them a working draft of a proposal first. That has spurred a wealth of good information and some innovative ideas for moving forward. We've also been able to identify areas of concern and confusion that need to be addressed. I promised to share the survey results with you last meeting, they are still on their way.

Currently, the Committee on Undergraduate Education (CUE) is finishing feedback analysis and has begun working on a broadly described proposal. We'll have another round of feedback and possibly revisions. The final proposal will move through CUE, ACC, and Faculty Senate for approval.

Much of the work of the senate this year has been recurring and in response to the ongoing pandemic. We have started some new discussions, one in particular is a general discussion of representation, which will probably result in a change to the by-laws and eventually reach you for

approval. Western has grown and diversified in many ways and we find that it's time to review our representative structure to ensure good communication and representation for all faculty. We've had the formation of the Graduate College, a growth in Centers, Institutes, and Programs (as you heard yesterday), we have more colleagues off the Bellingham campus, and a growing Outreach and Continuing Education Program, to name a few areas of expansion. While we've just started this discussion in the senate, we have made concrete progress on UPRC. Earlier this year, the faculty senate appointed, at-large councilor to UPRC was charged to represent EID concerns. The faculty senate will also recommend the following changes to the current UPRC by-laws, an additional at-large position with (A)EID focus, two new staff positions (one with AEID focus), and an additional student seat. As we reorganize senate and other standing committees, we hope that we can similarly broaden representation to constituencies that are now underrepresented.

Finally, we expect a busy spring quarter. Fall planning will be a challenge, and we'll work to keep the GUR proposal moving. We're also looking forward to getting back on campus when we can safely do so."

## **8. ASSOCIATED STUDENTS REPORT**

Sargun Handa, Associated Students (AS) Senate Pro Tempore provided a report on behalf of AS President Abdul Malik Ford, who was unable to be present. Handa reported the new election process for AS Executive Board leadership and the AS Student Senate election will be conducted simultaneously as a joint election, as revised by a constitutional amendment passed by majority vote of the AS Executive Board in January 2021.

Handa reported that the AS Executive Board's work continues on updates and revisions to AS governing documents that will be brought forward to the Board of Trustees for approval at a future meeting.

Handa explained in addition to the revised elections process, Nicole Ballard, Vice President for Governmental Affairs, brought forward a new branch of AS Government, the WWUAS Ethics Board, which includes new grievance processes for future elections. She added that the ethics board will be led by a joint partnership with University Residences and Michael Sledge, Executive Director, Student Life, serving as Chair of Appeals, and the committee will be comprised of twelve students selected by a random jury process with no AS employees serving on the grievance committee as in the past.

Handa reported that the AS Executive Board continues to work with the Black Student Union (BSU) to meet the demands submitted to the AS Executive leadership by the BSU in June 2020.

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

Trustee Faith Pettis, Chair, Finance, Audit, and Enterprise Risk Management Committee (FARM) Chair, reported that the committee received a comprehensive and detailed report on Western's financial health [provided to the full board later in the meeting], as Western continues to navigate through the global pandemic that included fiscal impacts, stimulus funding, budget scenarios, and a timeline budgeting.

Pettis noted that the committee received a presentation regarding the Office of Women's and Minority Business Enterprises and how Western incorporates these standards into areas such as procurement, goods and services, construction costs, within state agencies. She noted that Western has increased its support of diverse business participation to 4.8% of total procurement and

public works expenditures, which is an increase from previous years, with goals to improve in the years to come.

Pettis noted the Internal Auditor reported out on the audit of the President's expenditures with the result of a clean audit report. She also added that the committee received an update on the search for the new Director of Internal Audit, and that the goal is to have that position filled by the beginning of the 2021 academic year.

## **10. BOARD STUDENT SUCCESS COMMITTEE REPORT**

Trustee Mo West, Chair, Student Success Committee, (SSC) reported that the committee received a presentation from Enrollment and Student Services who proved the committee with an extensive overview of Western's Financial Team and their responsibility of awarding aid dollars to students, expanding to the K-12 pipeline to increase access to higher education, affordability, and community outreach. West highlighted that the presentation included an overview of the Washington Application for State Financial Aid (WASFA) and Federal Application Financial Student Aid (FASFA) education, mission outreach and partnership with financial aid. She added that University Relations and Marketing in collaboration with Admissions, Financial Aid, and Enrollment Management, launched a successful digital campaign focused on financial aid resources and offering help to students who struggle with the daunting process of applying for financial aid and an outward facing digital landing page on Western's financial website, that allows guidance and assistance for perspective students and parents to complete the FASFA, WASFA, Washington State College Grant information or general student financial services information at Western.

Trustee West reported the committee received a presentation on Western's Compass 2 Campus program, whose mission is to "increase access to higher education by providing an opportunity for students from traditionally underrepresented and low-income backgrounds in Whatcom and Skagit counties to be mentored by trained Compass 2 Campus students". West noted that program supports the mentees, mentors, and assess the impacts of making higher education more accessible to more Washingtonians. West added that the Compass 2 Campus program is an enterprising mentoring program located in Western's Woodring College of Education and is designed to foster university and community academic collaborations that promote lifelong learning and a college going culture for all students, developing leaders who are empowered to create the future.

## **11. LEGISLATIVE UPDATE**

Becca Kenna-Schenk, Executive Director of Government Relations provided the Board with an update on the 2021 Legislative Session that began on January 11<sup>th</sup>, 2021 and is scheduled to end on April 25<sup>th</sup>.

Kenna-Schenk noted that on March 17<sup>th</sup> the Washington State Economic and Revenue Forecast Council adopted a revised revenue forecast showing a total increase of nearly \$3.3 billion over the next four years of funds subject to the state budget outlook. She added that the forecast for the current 2019-21 biennium increased by \$1.3 billion and the forecast for state revenues in the 2021-23 biennium increased by \$1.9 billion. She said the most recent state revenue forecast is a significant improvement from quarterly forecasts released in 2020, which projected a steep decrease in state revenues due to impacts from the COVID-19 pandemic. She explained that the projections released in mid-March indicate the state budget outlook is essentially back to pre-pandemic levels.

## **12. WWU ATHLETICS UPDATE**

Steve Card, Director, Western Athletics provided the Board with an overview of the Western Viking Athletics program and their commitment to the student-athlete experience. He noted that providing resources for students to pursue their dreams and strive for excellence in academics, competition, campus involvement, and community service is the commitment of the Athletics program.

Card acknowledged that in three of the past four years, Western Athletics' commitment and success of student-athletes has led to Viking Athletics receiving the NCAA Division II Presidents' Award for Academic Excellence. He noted that the award is given to programs which record a 90% academic success rate or higher. Card added that out of over three hundred Division II institutions across the United States, Canada, and Puerto Rico, Western is one of six public institutions to earn the award in 2020.

Card highlighted that Western Athletics carries a rich legacy of excellence in competition and since joining the NCAA ranks in 1998-99, Western Athletics has won ten team national titles with the most recent being won by Women's Rowing in 2017, Women's Soccer in 2016, and Men's basketball in 2012. He added that Western Athletics has also produced forty-six All-Americans over the past four years and has won fifty-nine Great Northwest Athletics Conference championships.

## **13. WESTERN WASHINGTON UNIVERSITY HONORS**

Scott Linneman, Director, WWU Honors Program, provided the Board with an overview and updates regarding the WWU Honors Program. He noted that WWU has had an Honors Program since 1962, which, in the last decade, has played an increasingly important role in recruiting, serving, and retaining high potential students. The trend in universities across the country is clearly away from honors programs and toward honors colleges. Some universities change the name from "program" to "college" for recruitment reasons only. Others change the name in conjunction with taking steps to increase access to honors curriculum, to do better what they do well, and to enhance academic and co-curricular programming. We hope to accomplish the latter. Many of the universities in the Pacific Northwest (Washington State Univ, Central Washington Univ, Univ of Oregon, Oregon State Univ, Portland State Univ, Boise State Univ, Montana State Univ), have Honors Colleges. According to Linneman Western's Honors Program already does everything an Honors College does, and noted his pride in our students' accomplishments. For those students' credentialing purposes upon graduation, and for the students for whom we do not currently have Honors capacity, we hope to increase program access in an appropriately named Honors College.

## **14. WWU TRIBAL RELATIONS UPDATE**

Laural Ballew, Executive Director of American Indian/Alaska Native, First Nation Relations and Tribal Liaison to the President provided the Board with an update on initiative underway since the founding of the office of Tribal Relations in January 2019. She spoke to the progress on the items in the Native American Student Union's (NASU) letter of urgent needs sent to President Shepard and incoming President Randhawa in 2016, including the implementation of a Tribal Liaison position at Western and the need for a traditional Coast Salish Longhouse. Ballew highlighted that with the support of President Randhawa the request for Legislative support of the longhouse was substantially funded to build a traditional Longhouse on Western's campus that will honor the historic importance of its placement and will help Western increase recruitment of native students and enhance their retention and graduation.

Ballew reported that her work has also included building sustainable and mutually beneficial relationships between Western students and tribal governments in serving American Indian and Alaska native students; improving articulation and access to educational and student support services for American Indian and Alaska Native students; and the development of memorandums of understanding that open pathways for collaboration between Western and the American Indian and Alaska Native tribes.

## **15. FINANCE AND BUDGET OUTLOOK UPDATE**

Richard Van Den Hul, Vice President for Business and Financial Affairs and Faye Gallant, Executive Director, Budget and Financial Planning provided the Board with an update on the continuing impacts of the coronavirus pandemic on Western's finances, the institution's financial health, the use of stimulus funding authorized by the CARES Act, and the fiscal year 2021-2023 biennial budget outlook and planning process.

## **16. REPEAL OF BOARD OF TRUSTEES POLICY REGARDING EXECUTIVE SESSION ACTIONS**

Trustee John Meyer, Board Chair, acknowledged that he Board would take action to repeal Board of Trustees [Policy U1000.04 Executive Session Actions by Board of Trustees](#), which is out of compliance with [Chapter 42.30 RCW](#), also known as the Open Public Meetings Act.

**MOTION 04-02-2021** Trustee Sharpe moved, that the Board of Trustees of Western Washington University repeal Board of Trustees Policy U1000.04, Executive Session Actions by Board of Trustees.

The motion was voted on by roll call.

Roll Call for the Vote:

Trustee Sue Sharpe - Yes  
Trustee Karen Lee – Yes  
Trustee Faith Pettis – Yes  
Trustee Mo West – Yes  
Trustee Hunter Stuehm - Yes  
Trustee Earl Overstreet– Yes  
Trustee Chase Franklin – Yes  
Trustee John Meyer, Chair - Yes

The motion passed.

## **17. APPROVAL OF EMERGENCY RULE EXTENSION REQUEST**

Melynda Huskey, Vice President for Enrollment and Student Services, requested an extension of the emergency rule approved by the Board of Trustees on August 21, 2020 and extended on December 11, 2020 in response to Title IX changes issued by the Office of Civil Rights in May 2020. She explained that immediate changes to the rule were necessary to comply with these new regulations.

Huskey added to remain in compliance, while the permanent rule is under revision, it is requested that the emergency rule be extended.

Permanent rule development timeline:

Request Board of Trustees' approval to extend emergency rule for an additional 120 days – June 11, 2021

Public hearing and report to President Randhawa in November 2021

Board of Trustees' review/approval of permanent rule – December 10, 2021

**MOTION 04-03-2021**

Trustee Harrell moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve an extension of the emergency rule change to chapter 516-21 WAC, Student Conduct Code.

The motion was voted on by roll call.

Roll Call for the Vote:

Trustee Sue Sharpe - Yes

Trustee Karen Lee – Yes

Trustee Faith Pettis – Yes

Trustee Mo West – Yes

Trustee Hunter Stuehm - Yes

Trustee Earl Overstreet– Yes

Trustee Chase Franklin – Yes

Trustee John Meyer, Chair - Yes

The motion passed.

**18. APPROVAL OF PUBLIC WORKS PROJECTS**

Richard Van Den Hul, Vice President for Business and Financial Affairs and Rick Benner, Senior Director, Capital Planning and Development/University Architect provided the board with an overview of General Contractor/Construction Manager Contract for the Electrical Engineering Computer Sciences Building Project (PW378) and the construction contract for Physical Plant Replacement Underground Fuel System Project (PW762).

**MOTION 04-04-2021**

Trustee Franklin moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Granite Petroleum Inc., Spokane, WA, for the amount of \$561,870 (base bid plus alternate) (plus associated sales tax) for the construction contract to replace the underground fuel system and an antiquated storm drain line at the Physical Plant, PW762.

and further moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Mortenson Company, Kirkland, WA, for the amount of \$504,471 (plus associated sales tax) for preconstruction services on the Electrical Engineering & Computer Science project, PW758.

The motion was voted on by roll call.

Roll Call for the Vote:

Trustee Sue Sharpe - Yes  
Trustee Karen Lee – Yes  
Trustee Faith Pettis – Yes  
Trustee Mo West – Yes  
Trustee Hunter Stuehm - Yes  
Trustee Earl Overstreet– Yes  
Trustee Chase Franklin – Yes  
Trustee John Meyer, Chair - Yes

The motion passed.

## **19. APPROVAL OF HOUSING AND DINING RATES AND RATE RESTRUCTURE**

Trustee Meyer explained that more information was required before the Board is ready to take action on this item and it will be presented at the regular meeting of the Board of Trustees on Friday, June 11, 2021.

## **20. INFORMATION ITEMS**

- a. Tenure and Promotion Report**  
Provost Carbajal provided a written report with information for the
- b. University Advancement Report**  
Vice President Bowers provided a written report on the University's Alumni Relations and Western's Foundation activities.
- c. Capital Program Report**  
Vice President Van Den Hul provided a written report on the University's capital projects.
- d. University Relations and Marketing Report**  
Vice President Gibbs provided a written report documenting recent activities of University Relations and Marketing.
- e. Enrollment Management Summary**  
Vice President Huskey provided a written report regarding the university's general enrollment and admissions
- f. Legislative Report**  
Becca Kenna-Schenk, Executive Director, Government Relations provided a written report of Legislative Updates.

## **21. TRUSTEE REMARKS**

The trustees thanked everyone in attendance for their participation and the thoroughness of the meeting materials.



**22. EXECUTIVE SESSION**

At 12:08 pm the board went into Executive Session for approximately twenty minutes to discuss personnel matters as authorized by RCW 42.30.110. No action was taken in executive session.

Chair Meyer announced the board would go back into open session at 12:21pm.

**23. DATES FOR NEXT MEETING**

June 10 & 11, 2021

**24. ADJOURNMENT**

The meeting adjourned at 12:22 pm.

**Western Washington University  
Board of Trustees  
Special Meeting Minutes  
Wednesday, May 5, 2021**

**1. CALL TO ORDER**

Board Vice Chair, Trustee Chase Franklin called the special meeting of the Board of Trustees of Western Washington University to order at 4:02 p.m., via Zoom. A quorum was established by roll call.

**Board of Trustees**

Chase Franklin, Vice Chair – *via Zoom*  
Faith Pettis – *via Zoom*  
Hunter Stuehm – *via Zoom*  
Karen Lee – *via Zoom*  
Mo West – *via Zoom*  
Sue Sharpe – *via Zoom*

**Western Washington University**

Sabah Randhawa, President  
Brent Carbajal, Provost/Vice President for Academic Affairs  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Melynda Huskey, Vice President for Enrollment and Student Services  
Stephanie Bowers, Vice President for University Advancement  
Donna Gibbs, Vice President for University Relations and Marketing  
Jeff Young, Faculty Senate, President  
Melissa Nelson, Assistant Attorney General  
Paul Cocke, Director, Communications and Marketing  
Paul Dunn, Chief of Staff and Secretary to the Board of Trustees  
Barbara Sandoval, Senior Executive Assistant to the President  
Rayne Rambo, Assistant Secretary to the Board of Trustees

**2. COVID-19 VACCINATION FOR FALL 2021**

President Randhawa introduced the topic for discussion related to vaccination requirements for Western students, faculty and staff starting in fall 2021. Randhawa said after consideration and assessing the direction taken by several public and private universities both within Washington state and nationally, the University was moving forward with requiring COVID vaccinations for students, faculty, and staff before returning to campus for the fall 2021 quarter.

President Randhawa explained that the mandate is based on the advice of local, state, and national health department officials and guidance from the Governor's office. He said it is also based on the expectation that the coronavirus vaccines currently approved for emergency use will receive full approval from the U.S. Food and Drug Administration by summer, which has been one of the primary factors in our consideration of a vaccine mandate. He added that vaccines have been in use since mid-December under emergency use authorizations, and since that time, data have shown the vaccines to be [effective](#) against the coronavirus that causes COVID-19.

President Randhawa acknowledged that executive leadership has made vaccination an urgent priority because it was agreed a fully vaccinated community is the best way to protect our individual and collective health and safety. He added, through widespread vaccination, Western can more confidently loosen or remove restrictions that have impacted social and mental well-being and increase access to a more enriched in-person campus living and learning experience for more students.

After long and frank discussion, the Board of Trustees agreed that vaccinations should be required for the start of Western's fall quarter 2021. It was noted that Western would continue to follow local, state, and national health directives, and reserve the right to change this directive if circumstances change.

Vice Chair Franklin thanked everyone for their participation and attendance on this very important topic and expressed appreciation for Western's effort and commitment to our community's health and safety.

**3. ADJOURNMENT @ 4:36 p.m.**

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

**TO:** Members of the Board of Trustees  
**FROM:** Sabah Randhawa, President  
**DATE:** June 11, 2021  
**SUBJECT:** Public Comment Period  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

The June meetings of the WWU Board of Trustees will be conducting using the virtual meeting platform, Zoom. Persons wishing to comment during public comment can email Rayne Rambo, Assistant Secretary to the Board of Trustees to receive a Zoom invitation to the meeting. [rambor@wwu.edu](mailto:rambor@wwu.edu)

Any member of the public wishing to listen to the meeting can do so via the audiocast as per usual at the link provided on the Board of Trustees web site and here: <https://wp.wwu.edu/live/>

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

**TO:** Members of the Board of Trustees President  
**FROM:** Sabah Randhawa  
**DATE:** June 11, 2021  
**SUBJECT:** **Recognitions & Introductions**  
**PURPOSE:** Information Item

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President Randhawa will recognize and welcome three new leaders joining Western over the summer, and recognize students receiving academic fellowship, scholarship award, as well as this year's Presidential Scholars.

**Joyce Lopes, Vice President for Business and Financial Affairs  
(effective July 1, 2021)**

Following a nationwide search, Joyce Lopes will join Western Washington University as the new Vice President for Business & Financial Affairs effective July 1. Joyce currently serves as Vice President of Administrative Affairs at Sonoma State University in Rohnert Park, in California's Sonoma Valley, a position she has held for nearly four years. The start date provides considerable overlap for transition with Rich Van Den Hul, who will be retiring after a decade of exemplary service to Western at the end of summer.

In her current capacity, Joyce oversees human resources, budgeting, finance and accounting, student financial services, facilities management, risk management, safety services, law enforcement, property management, and entrepreneurial services, as well as other operations such as Title IX, Athletics, the bookstore and culinary services. Joyce has oversight of a \$200 million budget at Sonoma State and helps lead short- and long-range strategic planning and multi-year financial plans.

Over her 35-year career in education, Joyce has served in key finance and administrative management roles in K-12, community college, private college and California State University system institutions. She holds an associate's degree in Business Management from the University of Maryland in Munich, Germany; a B.A. in Business and Management from the University of Maryland European Division; and an MBA from the University of Colorado.

**Kim O'Neill, Vice President for University Advancement (effective July 1, 2021)**

Following a nationwide search, Kim O'Neill will join Western Washington University as the new Vice President for University Advancement and CEO of the WWU Foundation effective July 1. Kim

currently serves as Associate Vice President of Advancement at Texas Tech University in Lubbock, Texas, a position she has held since September 2019. The start date provides considerable overlap for transition with Stephanie Bowers, who will be retiring after 20 years of exemplary service to Western at the end of summer.

In her current capacity, Kim leads a team of fundraisers who share an annual goal of raising \$100 million in each of the last two fiscal years at Texas Tech. In addition to leading the team, she has also been personally responsible for facilitating more than \$44 million that includes public-private partnerships, naming of a school, and a challenge grant to address racial equity during her time at Texas Tech. Kim has also been instrumental in establishing new and improved processes including annual planning done in coordination with deans, and new performance impact measurements.

Prior to Texas Tech, Kim served in a number of progressively responsible positions at the University of Idaho beginning in 2005 as a Student Recruitment Coordinator and Development Coordinator for the College of Agricultural and Life Sciences; Director of Development for the College of Natural Resources; Assistant Dean of Development and Assistant Dean of Advancement for the College of Agricultural and Life Sciences; and ultimately Associate Vice President of Development for the university. In her final position at the University of Idaho, Kim led a team of 25 fundraisers that contributed to the highest fundraising years to date, from nearly \$39 million in fiscal year 2017 to \$52 million in 2019.

#### **Christopher “Caskey” Russell, Dean of Fairhaven College (effective August 16, 2021)**

Christopher ‘Caskey’ Russell has been named the new dean of the Fairhaven College of Interdisciplinary Studies at Western Washington University. Russell, hired following a national search, will start in his new job at Western on Aug. 16. Russell is currently director of Native American and Indigenous Studies and assistant director of the School of Culture, Gender, and Social Justice at the University of Wyoming.

Russell, an enrolled member of the Tlingit Indian Tribe of Alaska, has a doctorate in English from the University of Oregon and master’s and bachelor’s degrees in English from Western. At the University of Wyoming, he also currently is an associate professor in the Department of English. He previously served there as director of Chicana/o Studies and as assistant chair of the English Department.

#### **Academic Fellowship, Scholarship, and President’s Scholar Award Winners**

**The Benjamin A. Gilman International Scholarship Program** offers competitive selection process grants for U.S. citizen undergraduate students of limited financial means to pursue academic studies or credit-bearing, career-oriented internships abroad. Applicants must be Pell Grant-eligible and part of an underrepresented population. This congressionally funded program is sponsored by the Bureau of Educational and Cultural Affairs at the U.S. Department of State.

## WWU Gilman Scholarship Award Recipients

<b>Daniel Cruz Guzman</b>	<b>Malene Garcia</b>	<b>Emma Fortney</b>	<b>Grace Fortney</b>	<b>Noemi Bueno</b>
<ul style="list-style-type: none"> <li>• College of Science and Engineering</li> <li>• Manufacturing Engineering</li> <li>• United Arab Emirates, Summer 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Huxley College of the Environment</li> <li>• Urban Planning &amp; Sustainable Development</li> <li>• Spain, Summer 2021</li> </ul>	<ul style="list-style-type: none"> <li>• College of Business and Economics</li> <li>• Business Administration and Marketing</li> <li>• South Korea, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Wooding College of Education</li> <li>• Secondary Education</li> <li>• South Korea, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• College of Business and Economics</li> <li>• International Business</li> <li>• South Korea, Fall 2021</li> </ul>

<b>Roxana Gonzalez Valle</b>	<b>Soria Rabanal</b>	<b>Victoria Hartman</b>	<b>Rebecca Mercado</b>	<b>Isabella Colbert</b>
<ul style="list-style-type: none"> <li>• College of Business and Economics</li> <li>• Business Administration &amp; Finance</li> <li>• Spain, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• College of Humanities and Social Sciences</li> <li>• Behavioral Neuroscience</li> <li>• Ecuador, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• College of Science and Engineering</li> <li>• Biology</li> <li>• South Korea, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Huxley College of the Environment</li> <li>• France, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Huxley College of the Environment</li> <li>• Environmental Science</li> <li>• Costa Rica, Fall 2021</li> </ul>

<b>Kendrick Jackson</b>	<b>Kaia Lane</b>	<b>Kaila Edwards</b>	<b>AdriAnna Rodriguez</b>
<ul style="list-style-type: none"> <li>• College of Humanities and Social Sciences</li> <li>• Sociology</li> <li>• England, Fall 2021</li> </ul>	<ul style="list-style-type: none"> <li>• College of Humanities and Social Sciences</li> <li>• Asian &amp; Anthropology</li> <li>• Japan, 2021-2022</li> </ul>	<ul style="list-style-type: none"> <li>• College of Humanities and Social Sciences</li> <li>• Japanese</li> <li>• Japan, 2021-2022</li> </ul>	<ul style="list-style-type: none"> <li>• College of Humanities and Social Sciences</li> <li>• Linguistics &amp; Anthropology</li> <li>• Japan, 2021-2022</li> </ul>

### Hollings Scholarship Recipient

**NOAA Hollings Undergraduate Scholarship Program** provides successful undergraduate applicants with awards that include academic assistance for two years of full-time study and a 10-week, full-time paid internship at a NOAA facility during the summer.

- Madison Gard, Huxley College of the Environment

### Fulbright Scholarship Recipient

**The Fulbright Program** is a prestigious international exchange program sponsored by the U.S. government. Over the years, Fulbright Scholarships have enabled nearly 300,000 participants to travel abroad to study, teach, conduct research and exchange ideas to foster understanding between Americans and people of other countries.

- Tian-Qing Yen, Honors Program studying in the Netherlands

- Lindsay Little, Fulbright Alternate, Spain

### WWU 2021 Presidential Scholars

We honor the high achievements of our students through the Presidential Scholars Awards. During Western's Centennial in 2000, President Karen Morse instituted the Presidential Scholars Award to honor graduates for their exceptional scholarship and service to the university community and community.

<b>Emmelyn Affeldt</b>	<b>Luke Arnold</b>	<b>Brahm vanWoerden</b>	<b>Summer Pascual</b>	<b>Melody Gao</b>	<b>Kathryn Anderson</b>	<b>Azucena Montalvo</b>
<ul style="list-style-type: none"> <li>• College of Business and Economics</li> <li>• International Business</li> </ul>	<ul style="list-style-type: none"> <li>• College of Fine &amp; Performing Arts</li> <li>• Piano Performance and Psychology</li> </ul>	<ul style="list-style-type: none"> <li>• CHSS – Humanities</li> <li>• Spanish and Linguistics</li> </ul>	<ul style="list-style-type: none"> <li>• CHSS – Social Sciences</li> <li>• Psychology</li> </ul>	<ul style="list-style-type: none"> <li>• College of Science and Engineering</li> <li>• Biochemistry</li> </ul>	<ul style="list-style-type: none"> <li>• Huxley College of the Environment</li> <li>• Environmental Science</li> </ul>	<ul style="list-style-type: none"> <li>• Woodring College of Education</li> <li>• Early Childhood Education P-3</li> </ul>



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

**TO:** Members of the Board of Trustees  
**FROM:** John M. Meyer, Chair, Board of Trustees  
**DATE:** June 11, 2021  
**SUBJECT:** **Board Chair Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Board Chair John M. Meyer will report to members of the Board and President Randhawa and his staff on topics related to the Board of Trustees.

- Resolution No. 2021-02 Recognition the Service of Board Member Hunter Stuehm



**RESOLUTION NO. 2021-02**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF  
WESTERN WASHINGTON UNIVERSITY  
RECOGNIZING THE SERVICE OF BOARD MEMBER  
*HUNTER STUEHM***

**WHEREAS, HUNTER STUEHM** of Vancouver, Washington has the distinction of being the twenty-second student appointed by the Governor to the Western Washington University Board of Trustees, serving from July 1, 2019 through June 30, 2021, and of being the only student to serve two consecutive terms as a trustee; and

**WHEREAS, HUNTER STUEHM** brought to his appointment a record of dedication to the campus community, serving as a resident advisor from 2017-2019, and as a member of the Campus Public Safety Advisory Council, the Resident Advisor Advisory Council, and the Associated Students University Housing Representation and Advocacy Committee; and

**WHEREAS, HUNTER STUEHM** has been exceptionally dedicated to the governance of the University during the COVID-19 pandemic while pursuing a Doctorate in Audiology and working as the Associated Students Communications Director, earning a nationally competitive research grant from the National Institute on Deafness, and creating an award-winning COVID safety messaging campaign aimed at students; and

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

**WHEREAS, HUNTER STUEHM** has worked to raise students' awareness and understanding of the Board of Trustees' role in university governance, including the role of the student trustee; and

**WHEREAS, HUNTER STUEHM** has worked to promote the interests of all members of the Western community, and has been an exceptionally effective and universally respected advocate for transparent communication among the Board of Trustees, the University Administration, and the student body;

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

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 11, 2021.

ATTEST:

A handwritten signature in black ink, appearing to read "John Meyer", written over a horizontal line.

John M. Meyer, Chair

A handwritten signature in black ink, appearing to read "Susan K. Sharpe", written over a horizontal line.

Susan K. Sharpe, Secretary

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

**TO:** Members of the Board of Trustees

**FROM:** Sabah Randhawa, President

**DATE:** June 11, 2021

**SUBJECT:** **University President's Report**

**PURPOSE:** Information Item

---

**Purpose of Submittal:**

President Randhawa will present brief reflection 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 Sabah Randhawa on behalf of the Faculty Senate

**DATE:** June 11, 2021

**SUBJECT:** Faculty Senate

**PURPOSE:** Faculty Senate Report

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**Purpose of Submittal:**

Jeff Young, Faculty Senate President, will brief the Board on recent activities of the Faculty Senate.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of the Associated Students

**DATE:** June 11, 2021

**SUBJECT:** **Associated Students**

**PURPOSE:** Associated Students Report

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**Purpose of Submittal:**

AS President Abdul Malik Ford 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:** Faith Pettis, Chair, Board Finance, Audit and Enterprise Risk Management Committee

**DATE:** June 11, 2021

**SUBJECT:** **Board FARM Committee Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

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

**TO:** Members of the Board of Trustees

**FROM:** Mo West, Chair, Board Student Success Committee

**DATE:** June 11, 2021

**SUBJECT:** **Board Student Success Committee Report**

**PURPOSE:** Information Item

---

**Purpose of Submittal:**

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

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa

**DATE:** June 11, 2021

**SUBJECT:** Advancing Western's Accessibility, Diversity, Equity, and Inclusion Initiatives: The Year in Review

**PURPOSE:** Discussion Item

---

**Purpose of Submittal:**

President Randhawa will provide an overview of initiatives to advance Western's commitments with respect to Accessibility, Diversity, Equity, and Inclusion during the 2020 – 2021 academic year.

**Background:**

On Juneteenth 2020, the Black Student Organization (BSO) delivered a [set of demands](#) to the Associated Students executive board and the administration. At the time, we acknowledged that we can and must do more to create lasting institutional changes needed to achieve more equitable outcomes in education and beyond for our BIPOC students. We also acknowledged that we must do more to create supportive and empowering environments for our BIPOC faculty and staff.

Since then, Western has undertaken specific action on about 15 items during the 2020-21 academic year, many of them part of the BSO demands and a few additional items discussed with the BSO and the AS leadership, including the establishment of a university-level [Office of Equity](#) to be led by a Cabinet-level Executive Director/Chief Diversity Officer. More detail about these and other initiatives is available on [Western's ADEI website](#).



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

**TO:** Members of the Board of Trustees  
**FROM:** Board of Trustees Chair John M. Meyer  
**DATE:** June 11, 2021  
**SUBJECT:** Reflections on the 2021 AGB Conference on Trusteeship  
**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

Board Chair John Meyer will lead the trustees in a discussion of their reflections and key takeaways from the 2021 Association of Governing Boards National Conference on Trusteeship.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Becca Kenna-Schenk, Executive Director of Government Relations

**DATE:** June 11, 2021

**SUBJECT:** Legislative Update

**PURPOSE:** Discussion Item

---

## **Purpose of Submittal:**

For this agenda item, Becca Kenna-Schenk, Executive Director of Government Relations, will provide a brief overview of the outcomes of the 2021 Legislative Session and answer any questions the Trustees may have.

## **Background:**

Washington's 2021 Legislative Session began on January 11, 2021 and adjourned sine die on April 25, 2021, the 105th day of the regular session. Over the course of the unprecedented, mostly virtual session, representatives from Western Washington University testified on proposed legislation and presented to legislative committees via Zoom hearings. Additionally, Western staff tracked approximately 152 bills (of which approximately 45% passed to become law) and submitted approximately 90 fiscal notes on proposed legislation.

The state's biennial capital budget included over \$70 million in construction investments on WWU's campus.

2021-23 capital budget investments for WWU include:

- \$51 million for construction of the Electrical Engineering and Computer Science building
- \$4.5 million for construction of a Coast Salish-style Longhouse on Western's campus
- \$225,000 for pre-design of a new Student Development and Success Center
- \$4.8 million for minor works preservation projects
- \$2.5 million for classroom and lab upgrades
- \$2.15 million for critical safety and access control upgrades
- \$1 million for minor works programmatic projects
- \$450,000 for a feasibility study to convert WWU's heating system to a more energy efficient system

The biennial operating budget maintained Western's baseline state funding and did not include furloughs for faculty and staff. The operating budget also carried forward funding originally intended for salary increases in Fiscal Year 2021 for WWU faculty and staff that is supported by a combination of state funding and tuition revenue.

2021-23 operating budget investments for WWU include:

- \$1.016M per biennium for an ethnic studies program
- \$1.06M per biennium for bilingual educator programs in the South King County region

- \$1.04M per biennium for student support services
- \$506,000 for implementation of ESSSB 5227 – requiring Diversity, Equity and Inclusion training for faculty, students and staff
- \$300,000 per biennium for graduate assistant stipends
- \$96,000 per biennium for a veterans' mental health counselor
- \$90,000 in one-time funding for WWU's Center for Economic and Business Research to assess the feasibility and benefits of expanding outdoor residential school programs to equitably serve all fifth and sixth grade students statewide
- \$40,000 for implementation of ESHB 1273 – concerning menstrual product in schools
- \$7,000 for implementation of ESSSB 5259 – concerning law enforcement data collection



**2021 Legislative Session Report**  
**May 2021**

*This report was developed by the WWU Office of Government Relations. WWU Government Relations works to pursue and promote Western's state and federal policy objectives to the legislative and executive branches of the state and federal government. The Office works closely with elected officials, Western administrators, faculty, students and staff. Western's Office of Government Relations also educates the campus community about legislation and initiatives affecting the University.*

Please direct questions about this report to:

Becca Kenna-Schenk,  
Executive Director of Government Relations  
[Becca.Kenna-Schenk@wwu.edu](mailto:Becca.Kenna-Schenk@wwu.edu)

Elissa Hicks,  
Government Relations Policy and Affairs Coordinator  
[Elissa.Hicks@wwu.edu](mailto:Elissa.Hicks@wwu.edu)

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## **Introduction**

Washington's 2021 Legislative Session began on January 11, 2021 and adjourned *sine die* on April 25, 2021, the 105th day of the regular session. Over the course of the unprecedented, mostly virtual session, representatives from Western Washington University testified on proposed legislation and presented to legislative committees via Zoom hearings. Additionally, Western staff tracked approximately 152 bills (of which approximately 45% passed to become law) and submitted approximately 90 fiscal notes on proposed legislation.

This report provides a summary of legislation that passed during the 2021 session with direct or potential impact to WWU. A complete list of bills tracked by WWU during the 2021 Legislative Session, including bills that did not pass the Legislature, can be found in Appendix A of this report.

Highlights of newly enacted bills with direct impact to WWU include:

- **Juneteenth holiday** ([SHB 1016](#)) - Designates June 19, recognized as Juneteenth, as a state legal holiday.
- **Elimination of edTPA requirement for teacher certification** ([2SHB 1028](#)) - Revises requirements related to eligibility and recommendation for residency teacher certification, including repealing requirements related to the evidence-based assessment of teaching effectiveness, otherwise known as the edTPA.
- **Low cost materials** ([HB 1119](#)) - Requires the public four-year institutions of higher education to designate in their online course descriptions whether a course uses Open Educational Resources (OERs) or low-cost instructional materials.
- **Diversity, equity, inclusion training** ([E2SSB 5227](#)) - Requires diversity, equity, inclusion, and antiracism training and assessments at institutions of higher education.

The 2022 Legislative Session is scheduled to begin on January 10, 2022 and is scheduled to last 60 days.

## **2021-2023 Biennial Budgets**

### **Capital Budget**

The state's \$6.3 billion 2021-23 capital construction budget was the most robust construction budget in state history, with investments in affordable housing, behavioral health, broadband internet access, environmental health, and projects in underserved communities. The budget also included a total of \$531 million in construction funds for public four-year higher education institutions, \$930 million for K-12 schools, and \$512 million for community and technical colleges construction projects.

- **2021-23 Capital budget investments for WWU include ([SHB 1080](#)):**
  - \$51 million for construction of the Electrical Engineering and Computer Science building
  - \$4.5 million for construction of a Coast Salish-style Longhouse on Western's campus
  - \$225,000 for pre-design of a new Student Development and Success Center
  - \$4.8 million for minor works preservation projects
  - \$2.5 million for classroom and lab upgrades
  - \$2.15 million for critical safety and access control upgrades
  - \$1 million for minor works programmatic projects
  - \$450,000 for a feasibility study to convert WWU's heating system to a more energy efficient system

### **Operating Budget**

Despite economic forecasts over the last year projecting decreases in state revenues, federal stimulus funding coupled with better than projected state revenue collections resulted in a robust state operating budget that included important investments across state government, including in the state's higher education system.

The final operating budget included investments in the Working Families Tax Credit, an automatic process for the College Bound Scholarship, ongoing efforts to help with FAFSA/WASFA completion, a sweeping reform of childcare programs, and investments to stabilize K-12 funding. In addition, there were additional investments in increased counselors in K-12, dual credit funding, and full funding for the Washington College Grant and College Bound Scholarship program.

Western's base budget was maintained without requiring faculty and staff to take mandated furlough days. The state's operating budget also carried forward funding originally intended for salary increases in Fiscal Year 2021 for WWU faculty and staff that is supported by a combination of state funding and tuition revenue.

- **2021-23 Operating budget investments for WWU include ([ESSB 5092](#)):**
  - \$1.016M per biennium for an ethnic studies program
  - \$1.06M per biennium for bilingual educator programs in the South King County region
  - \$1.04M per biennium for student support services
  - \$506,000 for implementation of ESSB 5227 – requiring Diversity, Equity and Inclusion training for faculty, students and staff
  - \$300,000 per biennium for graduate assistant stipends
  - \$96,000 per biennium for a veterans' mental health counselor



- \$90,000 in one-time funding for WWU's Center for Economic and Business Research to assess the feasibility and benefits of expanding outdoor residential school programs to equitably serve all fifth and sixth grade students statewide
- \$40,000 for implementation of ESHB 1273 – concerning menstrual product in schools
- \$7,000 for implementation of ESSSB 5259 – concerning law enforcement data collection

## **Other Higher Education Budget Investments**

- **General**

- Office of Financial Management, Section 131(1): The Student Achievement Council and all institutions of higher education shall ensure that data needed to analyze and evaluate the effectiveness of state financial aid programs are promptly transmitted to the Education Data Center so that it is available and easily accessible. The data to be reported must include but not be limited to: (i) The number of Washington College Grant and College Bound recipients; (ii) Persistence and completion rates of Washington College Grant recipients and College Bound recipients, disaggregated by institution of higher education; (iii) Washington College Grant recipients grade point averages; and (iv) Washington College Grant and College Bound Scholarship program costs. The Student Achievement Council shall submit student unit record data for state financial aid program applicants and recipients to the education data center.
- Department of Social and Health Services – Developmental Disabilities Program to work with Washington state's apprenticeship and training council, colleges, and universities to establish medical, dental, nursing, and direct care apprenticeship programs that would address gaps in provider training and overall competence.
- Department of Labor and Industries, Section 220(4)(a): state appropriation for fiscal year 2023 are provided solely for grants to promote workforce development in aerospace and aerospace related supply chain industries by: (iv) Tuition assistance for degrees in engineering and high-demand degrees that support the aerospace industry; and (v) Funding to increase capacity and availability of child care options for shift work schedules. An entity is eligible to receive a grant under this subsection if it is a nonprofit, nongovernmental, or institution of higher education that provides training opportunities, including apprenticeships, pre-apprenticeships, preemployment training, aerospace-related degree programs, or incumbent worker training to prepare workers for the aerospace and aerospace-related supply chain industries.
- Higher Education, Section 603(3) Within amounts appropriated to institutions in sections 606 through 611 of this act, institutions shall employ at least one full-time mental health counselor licensed under chapter 18.225 RCW who has experience working with active members of the military or military veterans, to work with student, faculty, and staff veterans, as well as their spouses and dependents, through the institution's veteran resource center.

- **Career Connected Learning**
  - \$100,000 - to the Office of Financial Management to implement career connected learning
  - \$9.135M – to the Employment Security for career connected learning grants as provided in RCW 28C.30.050
  - \$1.812M – to the OSPI for expanding career connected learning and career launch programs
  - 1.2 FTE – to the OSPI to fund a maximum of 1.2 FTE enrollment for career launch
  - \$8M – to the State Board for Community and Technical College for the state board for community and technical colleges to expand high-demand and career launch enrollments
  
- **Dual Credit**
  - \$1.5M - Dual Enrollment Scholarship Pilot Program continued funding
  - \$4.894M – to the OSPI to administer programs and grants which increase equitable access to dual credit programs, including subsidizing or eliminating student costs for dual credit courses or exams
  - \$62,000 – to the OSPI for competitive grants to school districts to increase the capacity of high schools to offer AP computer science courses
  - \$25,000 – continued funding to the Student Achievement Council-Policy Coordination and Administration to convene and coordinate a task force to propose strategies to eliminate financial and nonfinancial barriers to low-income students participating in running start, college in the high school, advanced placement, international baccalaureate, Cambridge, and career and technical education dual credit programs
  - \$500,000 – to Eastern Washington University for increasing dual credit options, to address issues of equity in higher education access
  
- **K-12 Education**
  - \$500,000 – to the Professional Educators Board for grants to public or private colleges of education in Washington state to develop models and share best practices for increasing the classroom teaching experience of preservice training programs
  - \$63,000 – to the Professional Educators Board to develop standards for two specialty endorsements in computer science, one in elementary computer science and one in secondary computer science
  - \$300,000 – to the University of Washington for the college of education to collaborate with teacher preparation programs and the office of the superintendent of public instruction to develop open access climate science educational curriculum for use in teacher preparation programs
  - \$85,000 – to the Washington State University for the William D. Ruckelshaus center to conduct a situation assessment to gauge the prospects for a collaborative approach to integration of leadership, aligning roles and responsibilities, and increasing efficiency and responsiveness of the state's K-12 education governance structure
  
- **Washington Student Achievement Council**
  - \$1.150M – to the Student Achievement Council-Policy Coordination and Administration to increase the number of high school seniors and College Bound scholars that complete the FAFSA and the WAFSA through digital engagement tools, expanded training, and increased events for high school students

- **Washington Workforce Training and Education Coordinating Board**

- \$3M – to the Workforce Training and Education Coordinating Board to continue work under a new behavioral health workforce advisory committee, which shall monitor and report on the progress of recommendations from the board's previous behavioral health workforce assessments, and continue to develop policy and practice recommendations on emerging issues in the behavioral health workforce
- \$450,000 – to the Workforce Training and Education Coordinating Board to collaborate and assist in the report required by the new behavioral health advisory committee. The report shall contain an analysis of behavioral health workforce shortages and challenges, data to inform systems change, and relevant policy recommendations and actions informed by the employer demand projection and talent development pipeline analyses

## **Policy Bills Enacted in the 2021 Legislative Session**

### **Academic Affairs**

<a href="#">2SHB 1044</a>	Prison to postsecondary education	Permits the Department of Corrections (DOC) to implement postsecondary education certificate and degree programs at state correctional institutions and outlines other procedural processes. Modifies the DOC's educational goals for incarcerated persons to include special education services and postsecondary education certificates or degrees.	Effective Date: July 25, 2021
<a href="#">HB 1119</a>	Low-cost course material/bac	Requires the public four-year institutions of higher education to designate in their online course descriptions whether a course uses Open Educational Resources (OERs) or low-cost instructional materials. A course uses low-cost instructional materials if the entire cost of the required materials equals \$50 or less.	Effective Date: July 25, 2021
<a href="#">SHB 1302</a>	College in the high school	Allows students eligible for the ninth grade to participate in college in the high school (CHS) programs. Requires specified information about CHS program courses to be included in the high school catalogue or equivalent. Sets the maximum per college credit tuition fee for a CHS program course at \$65, annually adjusted for inflation as specified.	Effective Date: July 25, 2021
<a href="#">SSB 5401</a>	CTC computer science degrees	Authorizes community and technical colleges to offer Bachelor of Science degrees in computer science	Effective Date: July 25, 2021

### **Budget**

<a href="#">SHB 1080</a>	Capital budget 2021-2023	Appropriates \$6.3 billion in new capital projects in the 2021-23 fiscal biennium, of which \$3.9 billion is financed through new state general obligation bond issuances. Reappropriates \$4.5 billion in capital projects authorized in prior biennia, of which \$2.9 billion is from prior bond authorizations. Authorizes state agencies and higher education institutions to enter into alternative financing contracts totaling \$255 million. Reduces total funding in the 2019-21 fiscal biennium by \$63.6 million, of which \$11.7 million is state general obligation bond authority.	Effective Date: May 18, 2021
<a href="#">ESHB 1368</a>	Federal funding/ COVID-19	Appropriates \$2.2 billion in federal funding from a combination of the federal Consolidated Coronavirus Response and Relief Supplemental Appropriations Act, the Coronavirus Relief Fund under the federal Coronavirus Aid, Relief, and Economic Security Act, and Medicaid for K-12 public schools, public health, healthcare, assistance to individuals and families, housing assistance, and business assistance.	Effective Date: February 19, 2021

WWU Government Relations 2021 Legislative Session Report

<a href="#">E2SHB 1504</a>	Workforce education investment act	<p>Adds workforce education and career connected learning as allowable uses of the Workforce Education Investment Account.</p> <p>Requires the Health Care Authority to establish a behavioral health workforce pilot program and provide training support grants to community mental health and substance use disorder treatment providers.</p> <p>Broadens the definition of "agency affiliated counselors" to include student interns.</p> <p>Requires that a portion of nonfederal funds in the Health Professional Loan Repayment program be prioritized for demographically underrepresented populations.</p> <p>Increases the cap on state match dollars for the Washington State Opportunity Scholarship Advanced Degrees Pathways Account to \$5 million per biennium.</p>	Effective Date: July 25, 2021
<a href="#">ESSB 5084</a>	State general obligation bonds	<p>Authorizes the State Finance Committee to issue up to \$3,971,290,793 in general obligation bonds to finance projects in the 2021-23 capital budget and to pay issuance and bond sale expenses.</p>	Effective Date: May 18, 2021
<a href="#">ESSB 5092</a>	Operating budget	<p>Makes appropriations for the 2021-23 fiscal biennium for various state agencies and programs, including appropriations for general government agencies, human services programs, natural resources agencies, and educational institutions.</p>	Effective Date: May 18, 2021 *PV
<a href="#">ESSB 5096</a>	Capital gains tax	<p>Imposes an annual Capital Gains Tax, beginning January 1, 2022, on the sale or other voluntary exchange of long-term capital assets by individuals. The tax rate is 7.0 percent. Generally, the tax rate is applied to the capital gains amount reported on the individual's federal income tax return and excludes the first \$250,000 of capital gains. Revenues from the tax, and any associated interest and penalties, are distributed between the Education Legacy Trust Account and the Common School Construction Account.</p>	Effective Date: July 25, 2021

**Childcare**

<a href="#">E2SSB 5237</a>	Childcare & early development expenditures	<p>Creates the Fair Start for Kids Account and specifies that expenditures from the account may be used only for childcare and early learning purposes and stated goals.</p> <p>Amends the Education Legacy Trust Account to include early learning and childcare programs as an ongoing allowable expenditure.</p>	Effective Date: July 25, 2021
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**Construction/Contracting**

<a href="#">HB 1023</a>	Predesign requirements	Sets the threshold for non-higher education capital construction projects requiring predesign is increased from \$5 million to \$10 million, which establishes the same threshold for all capital project types. OFM may waive some or all predesign requirements for capital projects that exceed the \$10 million threshold. When OFM exempts a project from some or all predesign requirements, it must also notify legislative fiscal committees of the waiver and provide an explanation, a project description, and a project cost estimate.	Effective Date: July 25, 2021
<a href="#">SHB 1259</a>	Women & minority contracting	Establishes an Audit and Review unit within the Office of Minority and Women's Business Enterprises (OMWBE) to detect and investigate fraud and violations pertaining to the certification of, and contracting with, minority- and women-owned businesses. Repeals the Office of the Attorney General's authority to investigate and enforce prohibited and unlawful acts pertaining to the certification of, and contracting with, minority- and women-owned businesses. Modifies the penalties for noncompliance of provisions related to the certification of, and contracting with, minority- and women-owned businesses. Requires the OMWBE to annually identify state agencies and educational institutions with low levels of participation by minority- and women-owned businesses in the execution of public contracts.	Effective Date: July 25, 2021
<a href="#">E2SHB 1335</a>	Racial restrictions/ review	Requires the University of Washington and Eastern Washington University to review existing deeds and covenants for unlawful racial or other discriminatory restrictions and provide notice of such restrictions to property owners and county auditors. Adds to the seller disclosure statement a notice to the buyer of real property that covenant or deed restrictions based on race or other protected classes are unlawful and provides the methods by which such restrictions can be struck. Provides a process for striking and removing unlawful provisions from the record and chain of title after a property owner files an action in superior court.	Effective Date: July 25, 2021
<a href="#">SB 5032</a>	Alternative public works contracting	Reauthorizes Alternative public works, subject to another sunset review in ten years. Notification requirements are made uniform across all alternative contracting procedures to publish, at minimum, a notice at least once in a legal newspaper of general circulation. Public bodies are encouraged to post notifications on websites for business associations, with the OMWBE, and other locations and mediums that will further publicize the opportunity. Modifies the Capital Projects Advisory Review Board (CPARB) membership by adding one individual from the private sector representing the interests of the disadvantaged business enterprises community, appointed by the Governor, and one member representing transit, selected by the Washington State Transit Association.	Effective Date: May 10, 2021

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		Directs CPARB to develop and recommend to the Legislature policies to encourage competition and further enhance equitable participation by disadvantaged business enterprises in capital construction, including specific recommendations for reducing barriers for participation by disadvantaged business entities.	
<a href="#">ESB 5356</a>	Public works/bidding	Changes submittal requirements for prime contractors awarded a bid of a public works project expected to cost \$1 million or more. Exempts design-build and general contractor/construction manager requests for proposal from subcontractor listing requirements. Requires a report on subcontracting listing policies and practices by November 1, 2022.	Effective Date: July 25, 2021

**Data**

<a href="#">E2SHB 1274</a>	Cloud computing solutions	Permits state agencies to locate new and existing information or telecommunications investments within third-party, commercial cloud computing services. Creates a task force, chaired by the Chief Information Officer and consisting of representatives from various interest groups, to review the impact on labor of transitioning to third-party cloud computing services and the needs for retraining that would accompany such a shift.	Effective Date: July 25, 2021
<a href="#">ESSB 5432</a>	Cybersecurity/ state gov.	Creates the Office of Cybersecurity (OCS) within the Office of the Chief Information Officer (OCIO) and transfers the OCIO's responsibilities relating to state information technology (IT) security programs to the OCS. Requires the OCS to collaborate with state agencies to develop a catalog of cybersecurity services and functions for the OCS to perform. Requires the OCS to contract for an independent security assessment of state agency information technology program audits. Sets standards for data sharing and major cybersecurity incident reporting.	Effective Date: July 25, 2021

**Diversity, Equity, and Inclusion**

<a href="#">E2SSB 5194</a>	Higher education equity & access	<p>Requires community and technical colleges (CTCs) to develop diversity, equity, and inclusion strategic plans.</p> <p>Requires full implementation of Guided Pathways at all CTCs and requires an evaluation of Guided Pathways by the Washington State Institute for Public Policy.</p> <p>Establishes a goal for increasing full-time tenured faculty positions by 200 in the 2021-23 biennium at the CTCs.</p> <p>Creates a pilot program to provide grants to CTCs to increase student access to mental health counseling and services.</p> <p>Establishes minimum hiring standards for CTC faculty counselors.</p> <p>Modifies residency requirements for undocumented students.</p>	Effective Date: July 25, 2021
<a href="#">E2SSB 5227</a>	Diversity, equity, inclusion /higher ed.	<p>Requires public higher education institutions to provide diversity, equity, inclusion, and antiracism training for faculty, staff, and students.</p> <p>Requires the higher education institutions to conduct campus climate assessments to understand the current state of diversity, equity, and inclusion on campus for students, faculty, and staff.</p>	Effective Date: July 25, 2021
<a href="#">SSB 5228</a>	Medical training/equity	<p>Requires public medical schools to develop health equity curriculum for medical students.</p> <p>Requires public medical school students to complete a course, or courses, on health equity prior to graduating.</p> <p>Requires each public medical school to create a goal regarding student representation and report progress on that goal annually.</p>	Effective Date: July 25, 2021

**Financial Aid**

<a href="#">SHB 1425</a>	CTC student scholarships	<p>Modifies student eligibility for the Career and Technical Scholarship and the Rural Jobs Initiative Scholarship under the Washington State Opportunity Scholarship program.</p>	Effective Date: July 25, 2021
<a href="#">ESSB 5321</a>	College bound scholarship	<p>Removes the requirement that a student sign a pledge in order to be eligible for the College Bound Scholarship.</p> <p>Directs the office of financial assistance to develop a process for auto enrolling eligible students.</p> <p>Requires that all eligible students acknowledge receipt of their enrollment in the program and eligibility criteria.</p>	Effective Date: May 12, 2021



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<a href="#">SB 5430</a>	Advanced tuition payment program	Limits the price of a Guaranteed Education Tuition (GET) unit to no more than 10 percent above the current unit payout value if certain conditions are met. Requires adjustments for GET accounts for GET units purchased at the 2020-21 unit price.	Effective Date: July 25, 2021
<a href="#">SB 5431</a>	Legislative internship scholarship	Establishes the Rosa Franklin Legislative Internship Program Scholarship, administered by the Secretary of the Senate and the Chief Clerk of the House of Representatives. Creates the Rosa Franklin Legislative Internship Program Scholarship Account in the custody of the State Treasurer, where contributions received from gifts and grants must be deposited and used solely for the scholarship.	Effective Date: July 25, 2021

**General Government**

<a href="#">E2SHB 1050</a>	Fluorinated gases	Authorizes the Department of Ecology (Ecology) to establish a maximum global warming potential (GWP) threshold for hydrofluorocarbons (HFCs) used in new stationary air conditioning and stationery refrigeration and directs Ecology to establish a GWP threshold for new ice rinks. Applies certain existing regulations addressing emissions of ozone depleting substances to HFCs. Establishes a state purchasing and procurement preference for recycled refrigerants. Requires the State Building Code Council to adopt rules that allow the use of low-GWP substitutes to the maximum extent practicable.	Effective Date: July 25, 2021  Sec 8 January 1, 2022
<a href="#">E2SHB 1086</a>	Behavioral health consumers	Eliminates regional behavioral health ombuds services and creates the State Office of Behavioral Health Consumer Advocacy (SOBHCA) to establish rules, standards, and procedures for behavioral health consumer advocacy services across the state.	Effective Date: July 25, 2021
<a href="#">E2SHB 1287</a>	Zero emissions transp.	Requires the Washington State Department of Transportation's Public Private Partnership Office to develop and maintain a publicly available mapping and forecasting tool that provides locations and essential information of charging and refueling infrastructure to support forecasted levels of electric vehicle adoption, travel, and use. Requires the State Building Code Council to implement rules for residential R-3 occupancies by July 1, 2024, to require electric vehicle charging capability at all new buildings that provide on-site parking, in an amount that is the greater of at least one parking space, or 10 percent of parking spaces.	Effective Date: July 25, 2021  *PV of Sec. 6

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<a href="#">HB 1315</a>	Domestic violence/ workplace	Creates a task force on domestic violence and workplace resources to identify the role of the workplace in helping to curb domestic violence	Effective Date: July 25, 2021
<a href="#">SHB 1472</a>	Student achievement council/ graduate	Adds a graduate student to the membership of the Washington Student Achievement Council and increases the students' term length to two years.	Effective Date: July 25, 2021
<a href="#">E2SHB 1477</a>	National 988 system	<p>Directs the Department of Health to designate crisis hotline centers that meet standards related to technology and the ability to identify and deploy community crisis resources for persons experiencing a behavioral health crisis.</p> <p>Establishes the Crisis Response Improvement Strategy Committee to develop a comprehensive assessment of the behavioral health crisis services system and a recommended vision for an integrated crisis network throughout Washington.</p> <p>Requires that health plans and medical assistance programs provide coverage for next day appointments for enrollees experiencing urgent, symptomatic behavioral health conditions, beginning in 2023.</p> <p>Establishes the Statewide 988 Behavioral Health Crisis Response Line Tax on phone lines to fund the crisis hotline centers and response services.</p> <p>Makes several appropriations to increase capacity for the existing crisis call centers and begin implementation of the crisis call center hub system and supporting technology.</p>	Effective Date: July 25, 2021
<a href="#">E2SSB 5141</a>	Environmental justice task force requirements	<p>Requires the Puget Sound Partnership and the departments of Agriculture, Commerce, Ecology, Health, Natural Resources, and Transportation (covered agencies) to complete environmental justice assessments when considering significant agency actions and to incorporate environmental justice principles into agency budget and fiscal processes.</p> <p>Encourages other state agencies to apply the principles of environmental justice in the implementation of their agency functions, and authorizes other state agencies to opt in to the environmental justice requirements applicable to covered agencies.</p>	Effective Date: July 25, 2021
<a href="#">2SSB 5315</a>	Captive insurance	<p>Requires eligible captive insurers to register with the Office of the Insurance Commissioner.</p> <p>Imposes insurance premiums tax on the risk covered by captive insurance premiums allocable to Washington.</p>	Effective Date: May 12, 2021
<a href="#">SB 5367</a>	Retirement contribution refunds	Directs the Department of Retirement Systems to establish rules for closing and refunding inactive member accounts with a balance of less than \$1,000.	Effective Date: July 25, 2021
<a href="#">ESB 5476</a>	State v. Blake decision	<p>Requires the Health Care Authority (HCA), in collaboration with the Substance Use Recovery Services Advisory Committee, to implement measures that assist persons with substance use disorder in accessing outreach, treatment, and recovery support services.</p> <p>Requires that each behavioral health administrative</p>	<p>Effective Date: July 25, 2021</p> <p><i>*PV of Sec. 21</i></p>

		<p>services organization establish a recovery navigator program to provide community-based outreach, intake, assessment, connection to services, and long-term intensive case management and recovery coaching services to individuals with substance use disorder.</p> <p>Establishes funding programs related to increased substance use disorder treatment services, expanded recovery support services, homeless outreach stabilization transition programs, projects for psychiatric outreach to the homeless program, substance misuse prevention efforts, and contingency management programs.</p> <p>Modifies offenses and penalties under the Uniform Controlled Substances Act and related provisions, and requires pre-arrest diversion measures for possession offenses.</p> <p>Modifies provisions authorizing alternatives to arrest for persons with mental health disorders to include persons with substance use disorder and to expand referral options and processes.</p> <p>Requires basic law enforcement training to include training on interactions with persons with substance use disorder.</p> <p>Makes changes related to proceedings for vacating convictions and resentencing associated with the State v. Blake decision.</p>	
<a href="#">SCR 8402</a>	Emergency orders extension	Extends proclamations 20-15, 20-20, 20-23, 20-28, 20-30, 20-31, 20-32, 20-36, 20-41, 20-43, 20-44, 20-45, 20-48, 20-49, 20-51, 20-52, 20-56, 20-59, 20-64, 20-65, 20-66, 20-69, 20-74, 20-79, 20-82, and 20-84 until the termination of the Coronavirus Disease 2019 State of Emergency or until rescinded by gubernatorial or legislative action.	S Filed Sec/St January 19, 2021

**Human Resources**

<a href="#">SHB 1016</a>	Juneteenth	Designates June 19, commonly known as Juneteenth, as a state legal holiday.	Effective Date: July 25, 2021
<a href="#">E2SHB 1073</a>	Paid leave coverage	<p>Provides a pandemic leave assistance employee grant to certain employees who are unable to access their state paid family and medical leave benefits due to the COVID-19 pandemic.</p> <p>Outlines employee eligibility for the new grant based on alternate hours worked thresholds.</p> <p>Provides a pandemic leave assistance employer grant to employers with fewer than 150 employees, who have an employee taking leave and receiving a grant under the act.</p> <p>Stipulates that employers and employees receiving pandemic leave assistance grants are subject to the provisions of the Paid Family and Medical Leave Program</p>	Effective Date: April 21, 2021

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<a href="#">HB 1087</a>	Family/medical leave continuity	Specifies that the provisions of the Family Leave Act, as it existed prior to January 1, 2020, apply to employee and employer conduct occurring on or before December 31, 2019. A cause of action based on that conduct remains available within its applicable statute of limitations. The provisions of the Paid Family and Medical Leave program apply to conduct occurring on or after January 1, 2020.	Effective Date: April 16, 2021
<a href="#">SB 5021</a>	Retirement benefits/furlough	Provides that specified public pensions will not be reduced as a result of compensation reductions that are part of a public employer's expenditure reduction efforts during the 2019-2021 and 2021-23 fiscal biennia. Provides that the pension benefit of an employee covered by a pension system that is administered by the Department of Retirement Systems is not reduced as a result of participation in an unemployment insurance shared work program, retroactive to July 28, 2013.	Effective Date: July 25, 2021
<a href="#">ESSB 5061</a>	Unemployment insurance	Limits unemployment insurance rate increases by: (1) capping the social tax; (2) suspending the solvency surcharge tax; and (3) relieving certain benefit charges. Increases access to benefits by: (1) expanding eligibility for those in high-risk households; and (2) waiving the waiting period when federally reimbursed. Modifies weekly benefit amount thresholds by: (1) increasing the minimum from 15 to 20 percent of the average weekly wage; and (2) limiting benefits to a person's weekly wage. Ends deductions of lump sum pensions from weekly benefit amounts. Modifies the voluntary contribution and shared work programs, and certain training eligibility.	Effective Date: February 8, 2021
<a href="#">ESSB 5097</a>	Paid leave coverage	Expands the definition of family member in the Paid Family and Medical Leave (PFML) program. Requires the Employment Security Department to collect and analyze data and submit reports to the Legislature with certain information relating to the PFML program. Requires the general fund to cover additional leave expenses under certain circumstances.	Effective Date: July 25, 2021
<a href="#">SB 5133</a>	Confidential employees	Grants employees who assist the attorneys in the Torts Division of the Attorney General's Office the right to collectively bargain.	Effective Date: July 25, 2021
<a href="#">ESSB 5172</a>	Agricultural overtime	Phases in overtime pay requirements for certain agricultural employees as follows: (1) beginning January 1, 2022, after 55 hours; (2) beginning January 1, 2023, after 48 hours; and (3) beginning January 1, 2024, after 40 hours.	Effective Date: July 25, 2021
<a href="#">SSB 5254</a>	Protective devices/health	Provides that an employer who does not require employees to wear specific personal protective equipment (PPE), must accommodate an employee's or contractor's voluntary use of specific PPE, during a public health emergency and when other conditions are met.	Effective Date: April 26, 2021

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<a href="#">SB 5322</a>	SEBB & PEBB dual enrollment	Requires an employee who is eligible for both Public Employees' Benefits Board and School Employees' Benefits Board insurance coverage to choose health, dental, and vision coverage from the same program.	Effective Date: July 25, 2021
<a href="#">ESSB 5355</a>	Wage liens	Creates a statutory wage lien for claims on unpaid wages. Creates procedures for establishing, foreclosing, extinguishing, and prioritizing wage liens.	Effective Date: January 1, 2022

**K-12 Education**

<a href="#">EHB 1121</a>	Graduation requirements/emergency	Allows the State Board of Education (SBE) to authorize public and private schools to grant individual student waivers from graduation requirements due to a local, state, or national emergency. Requires school districts to maintain records and report on waiver usage. Directs the SBE to provide waiver data on the graduating classes of 2020 and 2021 to the Legislature.	Effective Date: March 2, 2021
<a href="#">ESHB 1176</a>	Student fines and fees	Removes the ability of a school district to withhold the grades and transcript of a student who is responsible for damaging certain property until payment is made for the damages. Removes the authority of public and private schools to withhold a transferring student's official transcript due to unpaid fines for damaging property or unpaid tuition, fees, or fines at an approved private school. Requires school districts to post information on their websites about diplomas that were withheld because of unpaid penalties resulting from damaged or lost property.	Effective Date: July 25, 2021
<a href="#">EHB 1342</a>	Reduced-price lunch copays	Eliminates lunch copays for students who qualify for reduced-price lunches under the National School Lunch Program.	Effective Date: July 25, 2021
<a href="#">SHB 1373</a>	Behavioral health/students	Requires K-12 public schools to post contact information for behavioral health organizations on their website home pages and to post corresponding information on social media websites used by the school district.	Effective Date: July 25, 2021
<a href="#">ESHB 1426</a>	K-12 continuing education/equity	Specifies the content of, and authorized providers for, some of the continuing education required for teacher and administrator certificate renewal.	Effective Date: July 25, 2021
<a href="#">ESHB 1476</a>	Enrollment declines/OSPI	Revises enrichment levy formulas in the 2022 calendar year, requiring 2019-20 school year enrollments to be used in place of 2020-21 if 2019-20 enrollment is greater and a school district is open for in-person instruction at the beginning of the 2021-22 school year.	Effective Date: July 25, 2021

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<a href="#">SSB 5030</a>	School counseling programs	Requires each K-12 school district to develop and implement a written plan for a comprehensive school counseling program by the beginning of the 2022-23 school year. The school counseling program must be based on regularly updated standards developed by a national organization representing school counselors.	Effective Date: July 25, 2021
<a href="#">ESSB 5044</a>	Schools/equity training	Directs the Washington State School Directors' Association (WSSDA) to develop cultural competency, diversity, equity, and inclusion (CCDEI) standards for K-12 school director governance and post it on its website at no cost. PESB must develop or update CCDEI standards of practice for preparation, continuing education, and other training of school district staff and post it on its website. WSSDA and PESB must collaborate to compare and align CCDEI standards. EOGOAC must, and the Office of Equity may, review the CCDEI standards.	Effective Date: July 25, 2021
<a href="#">SSB 5249</a>	Mastery-based learning	<p>Makes various changes to a temporary mastery-based learning work group (work group), including extending its duration, assigning new duties and report requirements, and expanding its membership.</p> <p>Directs the State Board of Education (SBE) to review a Washington profile of a graduate developed by the work group and to submit a report of related findings and recommendations to the Governor and the education committees of the Legislature by December 31, 2022.</p> <p>Modifies graduation pathway survey duties of the SBE by requiring the SBE to seek input from high school students and recent graduates, and submit a second graduation pathways report to the education committees of the Legislature by December 10, 2022.</p>	Effective Date: July 25, 2021  Sec 13 March 1, 2021
<a href="#">SB 5299</a>	Computer science/High School graduation	Allows high school students to substitute a computer science course aligned to state computer science learning standards as an alternative to either a third-year mathematics or a third-year science course, for the purposes of meeting graduation requirements.	Effective Date: July 25, 2021

**Police Reform**

<a href="#">ESHB 1054</a>	Peace officer tactics, equipment	<p>Prohibits peace officers from using chokeholds and neck restraints.</p> <p>Prohibits law enforcement agencies from acquiring or using certain types of military equipment.</p> <p>Establishes restrictions on the use of tear gas, vehicular pursuits, and firing upon moving vehicles.</p> <p>Prohibits a peace officer from seeking, and a court from issuing, a search or arrest warrant granting an express exception to the "knock and announce" rule.</p> <p>Requires law enforcement agencies to adopt policies and procedures to ensure that uniformed peace officers are reasonably identifiable.</p> <p>Requires the Criminal Justice Training Commission to convene a work group for the purpose of developing model policies on the use and training of canine teams.</p>	Effective Date: July 25, 2021
<a href="#">E2SHB 1089</a>	Law enforcement audits	<p>Requires the State Auditor to review any completed deadly force investigation to determine whether the involved actors complied with all applicable rules and procedures.</p> <p>Authorizes the State Auditor, upon the request of the Criminal Justice Training Commission, to review a law enforcement agency to ensure compliance with all applicable rules and procedures governing the training and certification of the agency's peace officers.</p>	Effective Date: July 25, 2021
<a href="#">ESHB 1109</a>	Victims of sexual assault	<p>Modifies the collection and reporting of the status of investigations for sexual assault cases.</p> <p>Requires the state to conduct a case review program for improving training and case outcomes.</p> <p>Expands the rights of sexual assault survivors.</p>	Effective Date: April 26, 2021
<a href="#">ESHB 1267</a>	Police use of force	<p>Establishes the Office of Independent Investigations within the Office of the Governor for the purpose of investigating deadly force incidents involving peace officers.</p>	Effective Date: July 25, 2021
<a href="#">E2SHB 1310</a>	Uses of force by officers	<p>Establishes a standard for use of physical force by peace officers.</p>	Effective Date: July 25, 2021
<a href="#">E2SSB 5051</a>	Peace & corrections officers	<p>Modifies the priorities and composition of the Criminal Justice Training Commission (CJTC).</p> <p>Expands the background investigation requirements for persons applying for peace officer, reserve officer, and corrections officer positions.</p> <p>Expands the conduct for which the certification of a peace officer or a corrections officer may be revoked.</p> <p>Requires employing agencies to report all separation and disciplinary matters regarding a certified officer to the CJTC.</p> <p>Removes confidentiality of complaints, investigations, and disciplinary actions for certified officers and requires information be maintained on a publicly searchable database.</p>	Effective Date: July 25, 2021

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<a href="#">SSB 5055</a>	Law enforcement grievances	<p>Establishes mandatory procedures for selecting arbitrators in grievance arbitrations for disciplinary actions of law enforcement personnel covered by collective bargaining agreements.</p> <p>Requires the Public Employment Relations Commission to appoint arbitrators, implement training, create a fee schedule, and post arbitrator decisions on its website.</p>	Effective Date: July 25, 2021
<a href="#">SSB 5066</a>	Officer duty to intervene	<p>Requires a peace officer to intervene when the officer witnesses a fellow peace officer engaging in the use of excessive force.</p> <p>Requires a peace officer who observes wrongdoing by a fellow officer to report the wrongdoing to the officer's supervisor.</p> <p>Requires law enforcement agencies to adopt written policies on the duty to intervene and ensure that all law enforcement officers obtain training on the policy through the Criminal Justice Training Commission.</p>	Effective Date: July 25, 2021
<a href="#">ESB 5135</a>	Unlawfully summoning police	<p>Establishes a civil cause of action for damages against a person who knowingly causes law enforcement to contact another person with any of the specified improper purposes.</p>	Effective Date: July 25, 2021
<a href="#">E2SSB 5259</a>	Law enforcement data	<p>Requires the Office of the Attorney General to establish an advisory group to make recommendations for the design, development, and implementation of a statewide program for collecting, reporting, and publishing use of force data by April 1, 2022.</p> <p>Requires the Office of the Attorney General to engage in a competitive procurement process to select a Washington private or public institution of higher education to implement the statewide use of force data program.</p> <p>Requires law enforcement agencies to report all instances of the use of force by no later than three months after the Office of the Attorney General determines the statewide use of force data program can accept reports.</p>	Effective Date: July 25, 2021

**Student Support Services**

<a href="#">HB 1009</a>	Student health plans	<p>Requires that a student health plan issued or renewed on or after January 1, 2022, is subject to the abortion requirements applicable to other health plans. The student health plans to which this requirement applies include student health plans deemed by the Insurance Commissioner to have a short-term limited purpose or duration or to be guaranteed renewable while the covered person is enrolled as a regular full-time undergraduate or graduate student at an accredited higher education institution.</p>	Effective Date: July 25, 2021
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<a href="#">SHB 1166</a>	College students pilot	Extends and expands the 2019 homeless and foster care college students pilot program established in 2SSB 5800.	Effective Date: July 25, 2021
<a href="#">ESHB 1273</a>	Menstrual products/schools	Requires school districts, private K-12 schools, charter schools, state/tribal compact schools, and public and private institutions of higher education to make menstrual hygiene products available at no cost by the beginning of the 2022-23 academic year. Requires these entities to bear the cost of supplying these products.	Effective Date: July 25, 2021
<a href="#">SB 5027</a>	Television closed captions	Requires that any person owning or managing a place of public accommodation with a closed-captioned television in a public area must activate the closed-captioned programming.	Effective Date: July 25, 2021

**Teacher Preparation**

<a href="#">2SHB 1028</a>	Residency teacher certification	Revises requirements related to eligibility and recommendation for residency teacher certification, including repealing requirements related to the evidence-based assessment of teaching effectiveness, otherwise known as the edTPA.	Effective Date: May 5, 2021
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**Workforce Development**

<a href="#">SHB 1007</a>	Supervised experience/distance	Implements limitations on the number of supervised experience hours that a person pursuing a license as an independent clinical social worker or advanced social worker may complete through distance supervision are removed.	Effective Date: July 25, 2021
<a href="#">2SHB 1033</a>	Employment training program	Extends the expiration date for the Washington Customized Employment Training Program business and occupation tax credit to July 1, 2026. Requires the State Board for Community and Technical Colleges to report certain data from the Washington Customized Employment Training Program to the Legislature.	Effective Date: July 1, 2021
<a href="#">HB 1063</a>	Behavioral health credentials	Allows the Department of Health to renew associate licenses or trainee certifications for certain behavioral health professionals in training additional times, due to barriers to testing or training resulting from a Governor-declared emergency.	Effective Date: April 16, 2021

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<a href="#">SHB 1129</a>	International medical grads	Authorizes the Washington Medical Commission to issue limited licenses to international medical graduates. Authorizes the Washington Medical Commission to issue limited licenses to persons who have been accepted for employment as physicians by the Department of Children, Youth, and Families.	Effective Date: July 25, 2021
<a href="#">HB 1289</a>	Winery workforce development	Authorizes domestic winery employees who are at least age 18, but under age 21, to engage in wine production and work in a winery's production facility, so long as there is an adult age 21 or older on duty supervising.	Effective Date: July 25, 2021
<a href="#">HB 1399</a>	Professional licensure/convictions	Creates a process for a person with a criminal conviction to request a determination of whether that criminal history is disqualifying for obtaining a professional license administered by the Department of Licensing.	Effective Date: January 1, 2022

**Governor Vetoed Bills**

<a href="#">2SHB 1127</a>	COVID-19 health data privacy	Restricts a covered organization's ability to collect, use, or disclose Coronavirus Disease 2019 (COVID-19) health data. Specifies prohibited purposes for collecting, using, or disclosing COVID-19 health data. Exempts COVID-19 health data from disclosure under the Public Records Act.	Gov vetoed
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**Appendix A: Bills Tracked by WWU**

**2021 Legislative Bill Tracking Report**

*Final Bill Report  
May 24, 2021*

<b>Bills Signed by the Governor (Became Law)</b>		
<b>Bill</b>	<b>Title</b>	<b>Status</b>
SHB 1007	Supervised exp./distance	C 21 L 21
HB 1009	Student health plans	C 53 L 21
SHB 1016	Juneteenth	C 295 L 21
HB 1023	Predesign requirements	C 54 L 21
2SHB 1028	Residency teacher cert.	C 198 L 21
2SHB 1033	Employment training program	C 116 L 21
2SHB 1044	Prison to postsecondary ed.	C 200 L 21
E2SHB 1050	Fluorinated gases	C 315 L 21
ESHB 1054	Peace officer tactics, equip	C 320 L 21
HB 1063	Behav. health credentials	C 57 L 21
E2SHB 1073	Paid leave coverage	C 109 L 21
SHB 1080	Capital budget 2021-2023	C 332 L 21
E2SHB 1086	Behavioral health consumers	C 202 L 21
HB 1087	Family/med leave continuity	C 59 L 21
E2SHB 1089	Law enforcement audits	C 319 L 21
ESHB 1109	Victims of sexual assault	C 118 L 21
HB 1119	Low-cost course material/bac	C 152 L 21
EHB 1121	Graduation reqs/emergency	C 7 L 21
2SHB 1127	COVID-19 health data privacy	<b>Gov vetoed</b>
SHB 1129	International medical grads	C 204 L 21
SHB 1166	College students pilot	C 62 L 21
ESHB 1176	Student fines and fees	C 120 L 21
SHB 1259	Women & minority contracting	C 160 L 21
ESHB 1267	Police use of force	C 318 L 21
ESHB 1273	Menstrual products/schools	C 163 L 21
E2SHB 1274	Cloud computing solutions	C 40 L 21
E2SHB 1287	Zero emissions transp.	C 300 L 21 *PV
HB 1289	Winery workforce development	C 123 L 21
SHB 1302	College in the high school	C 71 L 21
E2SHB 1310	Uses of force by officers	C 324 L 21
HB 1315	Domestic violence/workplace	C 43 L 21
E2SHB 1335	Racial restrictions/review	C 256 L 21

<b>Bills Not Passed (Died)</b>		
<b>Bill</b>	<b>Title</b>	<b>Status</b>
HB 1006	Immunization, declining	H HC/Wellness
HB 1027	Administrative cost of state	H Approps
HB 1043	Audiology & speech compact	H HC/Wellness
HB 1051	Board of regents/faculty	H Rules C
SHB 1081	State gen. obligation bonds	H 2nd Reading
2SHB 1092	Law enforcement data	H Rules R
HB 1093	Operating budget, 2nd supp.	H Approps
SHB 1094	Operating budget	H Rules R
HB 1098	Unemployment insurance	H Labor & Workpl
SHB 1103	Building materials	H Approps
HB 1138	GET tuition unit prices	H Coll & Wkf Dev
SHB 1162	High school graduation	H Rules 3C
HB 1172	Tribal fishing rights	H Rules 3C
HB 1179	Fiscal notes	H Approps
HB 1180	Public testimony	H Local Govt
SHB 1181	Veterans & military suicide	H Approps
HB 1182	Crisis response services	H HC/Wellness
E2SHB 1213	Childcare & early dev. exp.	H Rules 3C
HB 1217	Overtime claim retroactivity	H Labor & Workpl
HB 1242	Health care workers/leave	H Labor & Workpl
HB 1262	Officer background checks	H Rules C
SHB 1264	Equity impact statement	H Approps
HB 1278	Childcare reqs/suspension	H Children, Yout
HB 1280	Greenhouse gas/facilities	H Rules 3C
HB 1286	Psychology compact	H HC/Wellness
HB 1303	Personal information sale	H Finance
HB 1305	Right to refuse vaccines	H HC/Wellness
HB 1308	Apprenticeship utilization	H Cap Budget
HB 1318	Comm. & technical colleges	H Coll & Wkf Dev
ESHB 1329	Public meetings	H Rules 3C
SHB 1340	Pandemic task force	H Approps
HB 1369	Wage liens	H Labor & Workpl

WWU Government Relations 2021 Legislative Session Report

<b>Bills Signed by the Governor</b> <i>(Became Law)</i>		
Bill	Title	Status
EHB 1342	Reduced-price lunch copays	C 74 L 21
ESHB 1368	Federal funding/COVID-19	C 3 L 21
SHB 1373	Behavioral health/students	C 167 L 21
HB 1399	Prof. licensure/convictions	C 194 L 21
SHB 1425	CTC student scholarships	C 133 L 21
ESHB 1426	K-12 continuing ed./equity	C 77 L 21
SHB 1472	Student ach council/graduate	C 134 L 21
ESHB 1476	Enrollment declines/OSPI	C 221 L 21
E2SHB 1477	National 988 system	C 302 L 21
E2SHB 1504	Workforce ed. investment act	C 170 L 21
SB 5021	Retirement benefits/furlough	C 12 L 21
SB 5027	Television closed captions	C 229 L 21
SSB 5030	School counseling programs	C 174 L 21
SB 5032	Alt public works contracting	C 230 L 21
ESSB 5044	Schools/equity training	C 197 L 21
E2SSB 5051	Peace & corrections officers	C 323 L 21
SSB 5055	Law enforcement grievances	C 13 L 21
ESSB 5061	Unemployment insurance	C 2 L 21
SSB 5066	Officer duty to intervene	C 321 L 21
ESSB 5084	State gen. obligation bonds	C 331 L 21
ESSB 5092	Operating budget	C 334 L 21 *PV
ESSB 5096	Capital gains tax	C 196 L 21
ESSB 5097	Paid leave coverage	C 232 L 21
SB 5133	Confidential employees	C 180 L 21
ESB 5135	Unlawfully summoning police	C 330 L 21
E2SSB 5141	Env. justice task force recs	C 314 L 21
ESSB 5172	Agricultural overtime	C 249 L 21
E2SSB 5194	Higher ed. equity & access	C 272 L 21
E2SSB 5227	Diversity, etc./higher ed.	C 275 L 21
SSB 5228	Medical training/equity	C 96 L 21
E2SSB 5237	Childcare & early dev. exp.	C 199 L 21
SSB 5249	Mastery-based learning	C 144 L 21
SSB 5254	Protective devices/health	C 146 L 21
E2SSB 5259	Law enforcement data	C 326 L 21
SB 5299	Computer science/HS grad.	C 307 L 21
2SSB 5315	Captive insurance	C 281 L 21
ESSB 5321	College bound scholarship	C 283 L 21
SB 5322	SEBB & PEBB dual enrollment	C 18 L 21
ESSB 5355	Wage liens	C 102 L 21
ESB 5356	Public works/bidding	C 103 L 21

<b>Bills Not Passed</b> <i>(Died)</i>		
Bill	Title	Status
HB 1390	Athletic scholarship funding	H Coll & Wkf Dev
SHB 1391	Public works/bidding	H Rules 3C
HB 1433	Personal data rights charter	H Civil R & Judi
HB 1513	Carbon emissions	H Env & Energy
HB 1517	College grant awards	H Approps
HB 1518	Paper products/environment	H State Govt & T
SB 5057	Teacher certification	S EL/K-12
2SSB 5062	Data	S Rules 3
SSB 5064	Unemployment/voluntary	S Rules X
SB 5069	Law enforcement audits	S Law & Justice
SB 5070	Menstrual products/schools	S EL/K-12
ESSB 5083	Capital budget 2021-2023	S Rules 3
SSB 5089	Peace officer hiring & cert.	S Rules X
SB 5091	Operating budget, 2nd supp.	S Ways & Means
SB 5093	Building decarbonization	S Environment, E
SB 5094	Vascular neck restraints	S Law & Justice
SSB 5105	Office of equity task force	S Ways & Means
SB 5114	Reopening/public health	S State Govt & E
SSB 5116	Procurement/automated system	S Ways & Means
E2SSB 5126	Climate commitment act	C 316 L 21
SSB 5130	Personnel files & discipline	S Rules X
SB 5134	Law enforcement	S Labor, Comm &
SB 5144	COVID-19 vaccine, declining	S Health & Long
SB 5161	Teaching tribal history, etc	S Rules X
SB 5196	Special legislative sessions	S Rules 3
SB 5199	Tribal fishing rights	S Ag/Water/Natur
SB 5209	Crisis response services	S Behavioral Hea
SB 5215	College grant award maximum	S Ways & Means
SB 5218	Temporary workers	S Labor, Comm &
SB 5261	Police data collection	S Law & Justice
2SSB 5265	Bridge year pilot program	S Rules 3
SB 5274	Equity impact statement	S State Govt & E
SB 5286	Organic waste goal	S Environment, E
SSB 5288	Opportunity scholarship prog	S Rules 3
SB 5323	Wages & salaries	S Ways & Means
SSB 5333	Public works contracts/COVID	S Rules X
SB 5366	Building materials	S State Govt & E
SB 5369	Retirement contrib. refunds	S Ways & Means
SB 5373	Carbon pollution	S Environment, E
E2SSB 5395	State resources/remote work	S Rules 3

WWU Government Relations 2021 Legislative Session Report

<b>Bills Signed by the Governor</b> <i>(Became Law)</i>		
Bill	Title	Status
SB 5367	Retirement contrib. refunds	C 189 L 21
SSB 5401	CTC computer science degrees	C 147 L 21
SB 5430	Advanced tuition payment prg	C 248 L 21
SB 5431	Leg. internship scholarship	C 108 L 21
ESSB 5432	Cybersecurity/state gov.	C 291 L 21
ESB 5476	State v. Blake decision	C 311 L 21 <i>*PV</i>
SCR 8402	Emergency orders extension	S Filed Sec/St

<b>Bills Not Passed</b> <i>(Died)</i>		
Bill	Title	Status
SB 5458	Public contracts/businesses	S State Govt & E

**\*PV** =  
Partial Veto



## 2021 CAPITAL BUDGET PRIORITIES



MAKE WAVES.

### Electrical Engineering/Computer Science Building (\$51 million)

Western's electrical engineering and computer science programs are the University's fastest growing majors, but capacity constraints are significantly limiting the number of students WWU is able to accept into these programs each year. The 60,000 square foot EE/CS building will help graduate more majors with hands-on and applied experience to fill vacancies in these high demand fields. The increased capacity will support a 150% expansion in engineering and a 50% increase in computer science graduates per year, as well as shortening students' time to degree by alleviating current course bottlenecks.



WWU's Foundation is on-track to secure \$15 million in private donations for the building to support and leverage the state's investment, including funding to ensure the EE/CS building is a net-zero carbon building.

### Coast Salish-style Longhouse (\$4.95 million)

In partnership and close collaboration with Coast Salish tribal nations and the WWU Native American Student Union, WWU seeks to build a traditional Coast Salish style longhouse to increase representation of Native students and enhance their recruitment, retention and graduation. The Coast Salish longhouse at Western will support American Indian/Alaska Native and First Nation students in academics by providing a sense of place through a dedicated space on the university campus for students to gather, build community and support each other.



The longhouse will include a gathering hall that will support educational, community, and cultural functions, a teaching/warming kitchen, student lounges and other support services. The outdoor spaces will include gathering areas, cooking space, and educational gardens with native plantings that may be used in teaching indigenous science, art, and medicine.

### Minor Works (\$22 million)

This omnibus minor works category represents Western's highest priority needs for facility renewal, health, safety and code compliance, and infrastructure renewal.

### 2021-23 Classroom & Lab Upgrades (\$9 million)

The 2021-23 Classroom and Lab Upgrades would renovate and repurpose approximately 56 individual classrooms and labs throughout campus, extending the useful life of these spaces by approximately 25 years.

### Student Development and Success Center (\$225,000 for pre-design)

This pre-design request would create a consolidated space dedicated to front-line student support services. The current proposal is to build a 40,000 square foot building that will co-locate student advising, financial aid, counseling, and career development into one collaborative facility.

### Environmental Studies Center Renovation (\$500,000 for pre-design)

This pre-design request would renovate the 46-year-old Environmental Studies Center that is woefully outdated, with most internal building systems at the end of their useful life. This building is in a prime location on Western's campus that has the potential to be an energizing center for STEM activities with adequate modernization and renovation.

### Critical Safety, Access Control, and Fiber Optics Upgrades (\$7 million)

The project will install new hardware on classroom doors to enable locking from the inside in the case of an active shooter emergency and replace the existing damaged and undersized fiber optic communications system between and within buildings.

### Elevator Preservation Safety and ADA Upgrades (\$4 million)

This project will modernize 13 elevators in academic facilities that currently do not conform to current codes and are in need of modernization and repair. These elevators are at risk of unplanned service interruptions, cutting off ADA access to educational resources for unpredictable periods of time and causing difficulties for all building users.

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

**TO:** Members of the Board of Trustees

**FROM:** Board of Trustees Chair John M. Meyer

**DATE:** June 11, 2021

**SUBJECT:** Approval of Board of Trustees Bylaws

**PURPOSE:** Action Item

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**Purpose of Submittal:**

The purpose of this submission is to approve a new set of Board bylaws as the foundational document outlining the Board's fundamental authority, powers, structure, and meeting practices. Assistant Attorney General Melissa Nelson will provide additional context in a brief presentation.

**Background:**

Over the summer and fall of 2020 the WWU Board of Trustees began reviewing its Rules of Operation, appointing an Ad Hoc Committee on Governance composed of Trustees Sue Sharpe, John Meyer, and Chase Franklin to lead the process, assisted by President Randhawa, Assistant Attorney General Melissa Nelson, and Secretary to the Board Paul Dunn. The primary motivation for conducting this review was broad agreement that the Board's Rules of Operation contained an inappropriate amount of procedural and operational detail for a foundational governing document, also requiring frequent amendment. The Ad Hoc Committee made recommendations to the full Board at its work session on September 16, 2020, to transition the Board's governance documents toward a simplified, high-level set of bylaws, to conduct a review of Board policies with the goal of revising, replacing, adding or eliminating policies as necessary, and to ultimately repeal the Board's Rules of Operation after the completion of these tasks. During fall 2020 and winter 2021 the Ad Hoc Committee reviewed governance documents and structures of peer institutions around the state and developed a set of draft bylaws and initial recommendations on policy, including the immediate repeal of an out of date Board of Trustees Policy U1000.04 Executive Session Actions by Board of Trustees (an action taken at the April 2, 2021 meeting).

The Board further discussed and reviewed revised draft Bylaws at its work session on March 8, 2021. While acknowledging that the process for reviewing, revising, and potentially adding Board policies will require additional work through the summer of 2021, the Board believes that the Bylaws contain sufficiently important improvements over the Rules of Operation that they should not wait for approval. However, insofar as the Rules of Operation contain important material that has yet to be adapted to policy, they will not be formally repealed until that process is complete. Until then, where the Bylaws come into conflict with the Rules of Operation or other policies, the Bylaws shall take precedence.



**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University approve the Bylaws included in the meeting materials, dated June 11, 2021, as its foundational governing document, outlining the Board's fundamental authority, powers, and structure. Because a process is underway to incorporate material from the Board's current Rules of Operation, dated June 15, 2018, into Board policies, the Rules of Operation will be formally repealed when that work is complete. With the Board's approval, the Bylaws will become its primary governing document, and shall take precedence over the Rules of Operation or Board policies in the event of any conflict between them.



## BYLAWS OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY

### ARTICLE I: AUTHORITY, POWERS, AND DUTIES

As set forth in RCW 28B.35 and WAC Title 516, the university is governed by the Board of Trustees, whose members are appointed by the governor. All legal powers, authority, and responsibility for the operation of Western Washington University rest in the Board of Trustees.

1. **Authority.** The Board of Trustees is authorized and operates under the provisions of RCW 28B.10 and 28B.35. The powers and duties of the Board of Trustees shall be as prescribed by statute and such other powers and duties as are provided for herein or as are necessary for the government of the university.
2. **Powers and Duties.** In addition to any other powers and duties prescribed by law, per RCW 28B.35.120, the Board of Trustees:
  - a. Shall have full control of the University and its properties of various kinds, except as otherwise provided by law.
  - b. Shall employ the president of the university, their assistants, members of the faculty, and other employees of the institution.
  - c. With the assistance of the faculty, shall prescribe the course of study in the various schools and department thereof and publish such catalogues thereof as the board deems necessary: PROVIDED, That the Washington professional educator standards board shall determine the requisites for and give program approval of all courses leading to teacher certification by such board.
  - d. May establish such divisions, schools, or departments necessary to carry out the purposes of the university not otherwise proscribed by law.
  - e. Except as otherwise specified by law, may establish and erect new facilities as determined by the board to be necessary for the university.

- f. May acquire real or other property as provided in RCW 28B.10.020, as now or hereafter amended.
- g. Except as otherwise provided by law, may purchase all supplies and purchase or lease equipment and other personal property needed for the operation or maintenance of the university.
- h. May establish, lease, operate, equip, and maintain self-supporting facilities in the manner provided in RCW 28B.10.300 through 28B.10.330, as now or hereafter amended.
- i. Except as otherwise provided by law, shall enter into such contracts as the trustees deem essential to university purposes.
- j. May receive such gifts, grants, conveyances, devises, and bequests of real or personal property from whatever source, as may be made from time to time, in trust or otherwise, whenever the terms and conditions thereof will aid in carrying out university programs; sell, lease, or exchange, invest or expend the same or the proceeds, rents, profits, and income thereof except as limited by the terms and conditions thereof; and adopt regulations to govern the receipt and expenditure of the proceeds, rents, profits, and income thereof.
- k. In accordance with RCW 28B.77.080, may offer new degree programs, offer off-campus programs, participate in consortia or centers, contract for off-campus educational programs, and purchase or lease major off-campus facilities.
- l. May promulgate such rules and regulations, and perform all other acts not forbidden by law, as the board of trustees may in its discretion deem necessary or appropriate to the administration of the university.

## **ARTICLE II: OFFICERS OF THE BOARD**

1. **Membership.** The Board is composed of seven members appointed by the Governor of the state of Washington with the consent of the Washington State Senate for terms of six years, and one additional university student member, who is appointed annually by the Governor for a one-year term.
2. **Officers.** The Officers of the Board shall consist of a Board Chair (Chair), Vice Chair, Secretary, and Treasurer.

3. **Election and Appointment Process.** Every other year at its regular meeting held in June, the Board of Trustees shall elect a Chair and a Vice Chair, who shall be members of the Board. The Board shall also elect a Secretary and such other officers as it may desire, who need not be members of the Board. All elections shall be by majority vote. The Chair and Vice Chair shall hold office for two years until their successors are elected.
4. **Board Chair.** The Chair of the Board shall preside at meetings of the Board and the Chair shall have the customary powers and duties associated with such office (subject to the Board's direction), and shall have other authority and duties as prescribed by these Bylaws, Board Policies, and the Board. The Chair shall have full right of discussion and vote.
5. **Vice Chair.** The Vice Chair of the Board shall have the authority to perform the duties of the Chair if the Chair is absent or otherwise unable to preside, and shall be the second signatory (the Chair being the first) for all documents requiring two signatures from the Board. The Vice Chair may have such other authority and duties as prescribed by these Bylaws, Board Policies, and the Board.
6. **Secretary.** The President of the University shall serve as the Secretary of the Board and shall not have the right to vote. The Secretary shall be responsible for giving notice of all meetings of the Board, and recording and keeping minutes of the proceedings of the Board; shall be the custodian of all official records of the Board; and shall perform all the duties pertaining to the office and do all other things required by the Board.
7. **Treasurer.** The Treasurer of the Board shall be the chair of the standing Board committee that assists the Board in fulfilling its responsibility for oversight of the University's independent audit function, financial operations, and assets. The Treasurer shall render a true and faithful account of all moneys received and paid out, and shall perform other statutory functions of the Treasurer of the Board.
8. **Vacancies in Office and Removal.** In the event of an interim vacancy or resignation in any board office, a successor shall be elected by the Board at the next regular meeting to fill the unexpired term. A Board member may resign from the Board at any time during their term by notification submitted to the Governor. Consistent with RCW 28B.10.500, or a successor statute, no member of the Board may be removed during the term of office for which appointed, except for misconduct or malfeasance in office.

### **ARTICLE III: MEETINGS OF THE BOARD**

- 1. Regular Meetings.** Regular meetings of the Board shall be held pursuant to a schedule for a two-year period adopted every even year at the regular April meeting of the Board. The Chair of the Board, with the concurrence of a majority of the members of the Board, may cancel or change the date of any regular meeting. All such regular meetings will be conducted in conformance with the laws of the state of Washington governing such meetings.
- 2. Special Meetings.** The chair of the Board or a majority of its sitting members may call special meetings of the Board at any time. Not less than 24 hours before any special meeting, staff assigned to the Board shall have notified each member of the Board by written notice of the time, location, and the business to be transacted at the meeting. Such notice and agenda shall be distributed and posted, and such meeting shall be conducted in accordance with the laws of the state governing such meetings.
- 3. Committee Meetings.** Board committee meetings may be held before regular or special meetings, or at such time and such place as a committee chair may direct from time to time. All committee meetings must be held in conformance with the laws of the state of Washington governing such meetings.
- 4. Notice of Agenda.** The President, in consultation with the Chair of the Board, prepares a written agenda for each regular and special meeting. Copies of the agenda and supporting materials for a meeting are provided to the President, members of the Board, and made available to the public no later than 24 hours in advance of the published start time of the meeting.
- 5. Changes to Meeting Agendas.** Changes to the agenda of a regular or special meeting may be permitted at the commencement of or during such meeting, with the exception that final disposition may not be taken on any matter added to the agenda of a special meeting unless timely notice of the addition has been given as required by applicable law.
- 6. Minutes.** Under the direction of the Board Secretary, staff assigned to the Board shall keep minutes of all regular and special meetings of the Board. Such minutes shall be distributed with the agenda in preparation for the subsequent meeting and, following approval shall be open to public inspection.
- 7. Quorum.** Five members of the Board constitute a quorum for the transaction of business by the Board at all regular and special meetings.

- 8. Public Meetings.** All regular and special meetings at which a quorum of the Board is present shall be open to the public, with the exception of those portions of regular or special meetings specifically declared to be “executive sessions” as allowed by law, or otherwise exempt from the provisions of the Open Public Meetings Act, Chapter 42.30 RCW, or any successor statute.
- 9. Executive Sessions.** During any regular or special meeting of the Board, the Board may hold an executive session to discuss matters as permitted by applicable laws of the state of Washington.
- 10. Communications to and Appearance Before the Board.** Meetings of the Board are intended for presentation of agenda items by the Trustees, President, Provost, Vice Presidents, and other University officials, as requested by the President for discussion and action by members of the Board. Appearance via videoconferencing or telephone is acceptable, rather than appearing in person.

Any person who wishes to bring a matter to the attention of the Board may do so by submitting such communication in writing to staff assigned to the Board for distribution in accordance with the direction of the Chair of the Board.

Additionally, time shall be provided for public comment at each regular meeting of the Board.

- A. Request to Provide Public Comment. Individuals who wish to provide public comment must provide their name and relevant title(s) or affiliation(s) on the sign-up sheet provided outside of the board meeting location, or by contacting staff assigned to the Board of Trustees with such information if the meeting is to be held by videoconference. The request should also clearly set out the topic to be presented.
- B. Time Allocation. The Chair of the Board may reasonably limit the amount of time allocated for the public comment period for each speaker and for each issue. Unless otherwise indicated on the agenda of by the Board Chair, the public comment period will be for ten minutes, with a two-minute limit per speaker.
- C. Scheduling of Speakers. Speakers who sign up in advance will be given priority during the public comment period. Should a large number of speakers wish to speak on the same issue, the Chair of the Board may ask representatives of the group to summarize their colleagues’ statements or limit the number of speakers on a topic. If time or other constraints prevent a speaker from being able to present their comments, these comments may be sent to staff assigned to the Board for distribution to the Trustees.

## **ARTICLE IV: COMMITTEES OF THE BOARD**

- 1. Standing Committees.** The Board may establish such standing or special committees as are deemed appropriate to discharge its responsibilities. Committees shall advise the Board and the President of the University on matters referred to such committees for consideration.

In addition to an Executive and Governance Committee, the Board will have standing committees to consider matters and address issues in the following areas, including but not limited to: finance, audit, risk management, and academic and student affairs. Through the Committees, Board members explore critical governance issues and communicate with University administration and others who share in the governance of the University. Each committee shall have a written description, approved by the board, which includes a statement of purpose, primary responsibilities, and composition, as well as such rules of procedure or other guidelines as it or the board may approve.

No Committee may act on behalf of the Board on matters requiring Board action. All Committees shall refer such matters to the full Board for appropriate action in a regular or special meeting.

The Chair of the Board shall make standing Committee appointments, including an appointment of a chairperson to each of the Committees, who shall serve a term of two years. Each Committee shall consist of at least three Trustee members. The President shall appoint ex officio members from among the officers of the University who, in consultation with the Committee chairs, shall be responsible for development of Committee agendas and for making recommendations to the Board.

- 2. Ad Hoc Committees of the Board.** Ad Hoc committees may be established by the Board or its Chair from time to time, as deemed necessary or advisable to accomplish specific tasks or objectives in fulfillment of the duties and responsibilities of the Board. However, such ad hoc committees shall refer all matters for action to the full Board, unless such authority has been expressly delegated to the ad hoc committee.

## **ARTICLE V: OFFICERS OF THE UNIVERSITY**

- 1. University President.** The President of the University is appointed by the Board (excluding the student Trustee) and is directly responsible to the Board and

subject to its direction. The President is the chief executive officer of the University and shall be directly responsible to the Board for the management and conduct of all the affairs of the University except those which have been reserved by the Board or which by law, these Bylaws, or other policies or orders of the Board are the specific responsibility of other persons or bodies. In the internal operation of the University, the President is expected to maintain effective working relationships with faculty, students, staff, administrators, internal governance units, and unions representing faculty and staff. The President is the primary representative and spokesperson of the University in its internal and external affairs and speaks for the University at meetings of the Board. The President is authorized to attend all regular and special meetings of the Board and its Committees, unless requested to do so otherwise in specific instances by the Board or Committee, and is authorized to bring matters before the Board or any of its Committees for discussion.

2. **Other Officers.** The President of the University is delegated the authority to appoint, in the name of the Board, the Provost, Vice Presidents, Deans, and all other employees of the University, including faculty, professional staff, classified staff, and others. All such officers and employees of the University shall be under the general supervision of and shall exercise such powers and duties as may be prescribed by the President of the University. The President is authorized to further delegate appointing authority to the Provost, Vice Presidents and other designees.

## **ARTICLE VI: FACULTY, STUDENT AND OTHER REPRESENTATIVES**

1. **Faculty and Student Representatives Invited to Every Public Meeting.** Because of the unique and integral relations that the faculty and students bear to the mission of the University, the Board shall hold a specified time on its regular meeting agendas for the Faculty Senate and Associated Students to update the Board on matters concerning their respective areas. The use of this specific report time shall be coordinated by the respective Presidents of the Faculty Senate and Associated Students and may include other governance representatives they deem appropriate for making the report.
2. **Additional Representatives.** The Board may periodically invite representatives from various University or community constituencies to report to the Board at its public meetings. Participation of any of such representatives shall be at the expense of the organization which they represent and not an expense obligation of the Board. Appearance via videoconferencing or telephone is acceptable, rather than appearing in person.



3. **Meeting Notice.** Notice of public meetings shall be given such representatives in the same manner and at the same time as notice is given to members of the Board.
4. **Meeting Agenda.** Not less than five days before any regular meeting, staff assigned to the Board shall provide to each representative a final agenda setting forth the matters that are to be considered at the meeting.
5. **Representative Communications.** Such representatives shall be entitled to speak during the public meeting through scheduled presentations to the Board as set forth in the Board of Trustees meeting agenda. The representatives shall not be entitled to vote on matters brought before the Board. Concerning any other matters, such representatives may communicate with the Board in accordance with Article III, Section 10 of the Bylaws of the Board.

#### **ARTICLE VII: EXERCISE OF POWERS**

1. **Actions.** The Board shall act only at meetings called as provided by applicable law and these Bylaws, and all matters coming before the Board for action shall be determined by the majority vote of its members present, the members present being not less than a quorum, except as otherwise specified herein. The presiding officer of the Board shall be entitled to make motions, second motions, vote, and otherwise participate in the meeting to the same extent as the other members of the Board.
2. **Student Trustee.** The student trustee shall excuse themselves from participating in or voting on matters relating to the hiring, discipline, or tenure of faculty members and personnel per RCW 28B.30.100.

#### **ARTICLE VIII: BOARD OF TRUSTEES POLICIES**

1. **Policies.** The Board may adopt Board Policies, not inconsistent with these Bylaws, for the governance of the University and the regulation of the business of the Board. Except as otherwise specified in a particular Board Policy, the Board may amend or repeal any Board Policy in whole or part at any regular meeting of the Board.

#### **ARTICLE IX: AMENDMENTS**

1. **Procedure.** These Bylaws may be amended or repealed in whole or part by a two-thirds majority vote of those members present and constituting a quorum of the Board. These Bylaws may be suspended for a particular meeting or for a

particular matter under consideration by a two-thirds majority vote of those members present and constituting a quorum of the Board.

## **ARTICLE X: SPECIAL PROVISIONS RELATING TO TRUSTEES**

- 1. Compensation and Expenses.** No Trustee shall receive a salary or compensation for services as a Trustee. Trustees shall be reimbursed for actual expenses incurred by reason of attendance at any meeting of the Board or in performance of other official business of the University in accordance with RCW 43.03.050 and 43.03.060, or any successor statute, and any Board Policy addressing the same.

DRAFT

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Brian Burton, Associate Vice President, Academic Affairs  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**DATE:** June 11, 2021

**SUBJECT:** **2021-2022 Operating Budget Framework**

**PURPOSE:** Presentation Item

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An overview will be provided for the 2021-2022 Operating Budget by:

- Brian Burton, Associate Vice President, Academic Affairs
- Richard Van Den Hul, Vice President, Business and Financial Affairs
- Faye Gallant, Executive Director, Budget and Financial Planning

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

**DATE:** June 11, 2021

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**SUBJECT: Action Item**  
**Approval of 2021-2022 Academic Year Tuition Rates and Mandatory Fees**

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**Purpose of Submittal:**

The Board is requested to approve 2021-2022 Academic Year Tuition Fees. Tuition fees include both the tuition operating fee and the capital building fee for each category of student. The Board is also asked to approve the mandatory student fee levels and revenue distributions for academic year 2021-2022, with one increase (0.4% total) from the 2020-2021 approved rates.

**Proposed Motion:**

*MOVED*, that the 2021-2022 annual tuition operating fee and capital building fee rates for all state-funded students, including: resident undergraduate students, non-resident undergraduate students, resident and non-resident graduate, resident and non-resident MBA, resident and non-resident Clinical Doctorate of Audiology program, resident and non-resident Clinical Mental Health and School Counseling, and the resident and non-resident Speech Pathology program be raised by 2.8%;

*FURTHER MOVED*, that the Board of Trustees of Western Washington University, upon the recommendation of the President and various constituent review committees, approve the 2021-2022 mandatory student fee levels and distribution for the S&A Fee as proposed in the attached documents for the following fees:

- Services & Activities Fee (1.07% or \$2.40 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)
- Student Recreation Fee (No increase)
- Student Health Services Fee (No increase)
- Student Technology Fee (No increase)
- Non-Academic Building Fee (No increase)
- Sustainable Action Fee (No increase)
- Alternative Transportation Fee (No increase)
- Legislative Action Fee (No increase)
- Multicultural Services Fee (No increase)

**Additional Information:**

The biennial 2021-2023 operating budget plan which relies on tuition operating fee revenue generated by the tuition changes proposed under this submittal, will also be presented at the June 11, 2021 Board meeting.

**Supporting Information:**

- Attachment A: Supporting Information on Setting 2021-2022 Academic Year Tuition
- Attachment B: Proposed 2021-2022 Tuition Rates (Operating Fee and Capital Building Fee)
- Attachment C: Washington State Higher Education Sector Tuition Comparison – FY 2022
- Attachment D: Historical Resident Undergraduate Total Cost of Attendance
- Attachment E: Summary of Current and Proposed Mandatory Student Fee Levels
- Attachment F: WWU Mandatory Student Fees 5-year Summary
- Attachment G: Services and Activities Fee Report
- Attachment H: Student Alternative Transportation Fee Report
- Attachment I: Student Recreation Fee Report
- Attachment J: Student Technology Fee Program Report
- Attachment K: Non-Academic Building Fee Report
- Attachment L: Legislative Action Fee Report
- Attachment M: Multicultural Services Fee Report

**WESTERN WASHINGTON UNIVERSITY**  
**SUPPORTING INFORMATION**  
**SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**DATE:** June 11, 2021

**SUBJECT: Supporting Information on Setting 2021-2022 Academic Year Tuition**

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In accordance with the College Affordability Act of 2015, Western Washington University has the authority to raise *resident undergraduate (RUG) tuition operating fees* by the average annual percentage growth rate in the median hourly wage for Washington for the previous 14 years as determined by the Federal Bureau of Labor Statistics. For fiscal year 2021-2022, this average rate is 2.8%.

Tuition rates for *nonresident undergraduate (NRUG)*, *resident graduate (RG)*, and *nonresident graduate (NRG)* students are set by the Board of Trustees after analyses of market constraints of supply and demand, and comparison costing with our peers.

**Proposed 2021-2022 Tuition Rates for WWU**

State policy makers passed an expenditure budget, including new items such as compensation, which is only partially funded by state appropriations; the remainder must come through tuition revenue increases funded by rate adjustments. Executing the budget as signed into law requires the proposed tuition rate increase. In short, Western's tuition rates are determined in large part by the legislature.

Upon the recommendation of the Vice Presidents and Deans, and after review by the University, it is recommended that Western increase the state-funded resident undergraduate tuition rate by 2.8% as authorized by the College Affordability Act of 2015. It is further recommended to increase all other rates (non-resident undergraduate, resident graduate, non-resident graduate, resident and non-resident MBA, resident and non-resident students in the Clinical Mental Health and School Counseling Masters programs, and resident and non-resident students in the Audiology and Speech Language Pathology programs) by 2.8%.

As required by law, proposed capital building fee percentage increases are equivalent to the tuition operating fee percentage increases for each student category. Please see Attachment A detailing percentage and dollar increases for all the above student categories.

The Washington Student Achievement Council (WSAC) national average data we have utilized in the past for comparative purposes is not currently available. The Washington state higher education institutional data analysis we provide here includes approved rates for WSU and assumes all other institutions apply a 2.8% increase based on initial sector-wide conversations, but some are still awaiting approvals by the institutions Board of Trustees or Board of Regents.

**Resident Undergraduate Tuition:** The majority of Western's students are resident undergraduates, making up approximately 84.1% of the headcount for the Spring 2021 term. A tuition increase of 2.8% as recommended for this student group equates to an annual increase of \$188.

- Tuition increased for this classification by 2.5% in 2020-2021.
- UW resident undergraduate tuition is 54.6% higher than Western.
- Please see Attachment C for historical cost of attendance for this student classification.

**Non-Resident Undergraduate Tuition:** Non-resident undergraduate students represented approximately 10.3% of Western's Spring 2021 term headcount. The proposed tuition increase for non-resident undergraduate students is 2.8% equating to an annual increase of \$657.

- Tuition increased for this classification by 2.5% in 2019-2020.
- UW non-resident undergraduate tuition is 61.9% higher than Western.
- Market and comparison costing analyses indicate that Western's non-resident tuition was extremely low in comparison to the other Washington public four-year institutions. As discussed at the April 2018 Board meeting, based on the quality of our programs, it has been determined that we would like to position our non-resident tuition rate between Washington State University and Eastern Washington University rates, but that it will take us several years of 5.0% increases to meet that objective. Given the impacts of the coronavirus on non-resident enrollments in particular, this approach was adapted for 2020-2021 and 2021-2022 to align with the resident increases.

**Resident Graduate Tuition:** Resident graduate students represented 4.6% of Western's Spring 2021 student headcount. The proposed tuition increase for resident graduate students is 2.8% equating to an annual increase of \$291.

- Tuition increased for this classification by 2.5% in 2020-2021.
- UW resident graduate tuition is 56.7% higher than Western.
- Market and comparison costing analyses indicate raising resident graduate tuition would not discourage enrollments.

**Non-Resident Graduate Tuition:** Non-resident graduate students represented 1.0% of Western's Spring 2021 student headcount. The proposed tuition increase for non-resident graduate students is 2.8% representing an annual increase of \$625.

- Tuition increased for this classification by 2.5% in 2020-2021.
- UW non-resident graduate tuition is 29.9% higher than Western.
- Market and comparison costing analyses indicate raising non-resident graduate tuition would not discourage out-of-state enrollments.

### **Differential Tuition:**

**Clinical Mental Health and School Counseling Graduate Programs:** The Clinical Mental Health and School Counseling programs are Masters programs intended to prepare students for licensure (CMHC) and certification (SC) as a counselor in the state of Washington. Both programs have been continuously accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) since 1992. Accreditation is seen broadly as a mark of quality in counseling programs, and results in students having a shorter period of time to being able to practice independently and greater license portability. CACREP accreditation and the associated costs are also expensive.

Our programs are distinct in that they leverage a small cohort size to create an intensive training experience unlike any other program in the state. Each program is limited to 6 students. During their first year, students receive clinical supervision from faculty in our in-house Counseling Training Clinic (CTC). During their second year, students are placed in external internships, where they work three days a week as a counselor in a school, community mental health clinic, counseling clinic, or private or group practice. Our accreditation assessments indicate that our completion rates, pass rates for the National Counseling Examination (NCE), and job placement rates are almost invariably at 100%. A great many of these graduates remain employed in Washington state as a school or a clinical mental health counselor.

For these reasons a new graduate tuition fee rate was established for the Clinical Mental Health and School Counseling programs in the 2020-2021 academic year. CMC and SC resident and non-resident students are annually assessed 10.8% and 5.0% higher than other resident and non-resident graduate students, respectively, and yet still maintain competitive with comparable programs in the region.

The proposed 2021-2022 increase for Clinical Mental Health and School Counseling programs is 2.8%, representing an annual increase of \$322 for resident students and \$656 for non-resident students.

**Masters in Business Administration (MBA):** The MBA tuition rate had historically been the only differentiated tuition Western charged until academic year 2017-18. This differential tuition was approved by the Board of Trustees during the 2011-2013 biennial tuition setting process as part of a long-term strategy to price the MBA program appropriately in the marketplace.

Tuition increased for this student classification by 2.5% in 2019-20 for both residents and non-residents. It is recommended that the resident MBA rate be increased by 2.8% representing an annual increase of \$336, and the non-resident MBA rate be increased by 2.8% representing an annual increase of \$840.

**Speech Language Pathology:** Graduate students in speech language pathology are required to earn 400 clinical clock hours (working with patients) before they complete the program and become certified. The majority of these hours are earned in Western's Speech Language and Hearing Clinic under the supervision of certified speech language pathologists (Clinical Educators). Changes in medical billing practices, due mostly to the Affordable Care Act, have made clinic revenue more unpredictable (some third party payers no longer cover speech-language services, and those that do are reimbursing at lower rates). In addition, Medicare regulations have changed over the past five to ten years, and the clinic is no longer able to serve the Medicare population, due to requirements for supervision (a certified professional must be in the room 100% of time for Medicare reimbursement); therapy caps; and the overall cost of monitoring Medicare billing. In the past, the clinic "opted out" of billing Medicare and billed patients directly, gave discounts to Medicare patients, or "waived" fees for clients who



demonstrated financial need. However, the current Medicare regulations do not allow speech pathologists and audiologists to opt out of billing Medicare if they bill other insurance providers, nor do they permit free services to some clients and not others. *In other words, if the clinic bills other clients and/or insurance, it must bill Medicare directly for Medicare eligible clients and meet all of their requirements.*

In 2017-18, the Board approved charging a differential tuition rate for this academic program to enable patients to be seen at the clinic free of charge, eliminating the need to bill insurance companies including Medicare. This then restored the lifespan approach supported by our national accreditation organization, providing students with clinical experiences from infants to older adults.

The proposed tuition increase for Speech Language Pathology students is 2.8%, representing an annual increase of \$443 for resident students and \$820 for non-resident students.

*Clinical Doctorate in Audiology (Au.D.):* As of 2007, the entry-level degree in audiology has been a clinical doctorate. For this reason, Western placed most of the graduate level audiology curriculum in moratorium in 2005, because we did not have legislative authority to offer doctorate level coursework. After obtaining the necessary legislative approval in the 2013-15 biennium, Western submitted a proposal to the state in the 2015-17 biennial budget for funding to establish a clinical doctorate program in audiology. Unfortunately, the decision package was not funded. As a high priority for the campus, plans were then initiated to internally fund this very important academic program. Analysis shows that to adequately fund this program for success, a differential graduate tuition rate must be established.

In 2017-18, the Board approved charging a differential tuition rate for this academic program, enabling Western to support local, state, and national demand and take advantage of space, curricula, and staff already in place. The Au.D. degree is offered by only six universities in the contiguous western United States, with no programs in Alaska and Hawaii.

The proposed tuition increase for Clinical Doctorate in Audiology students is 2.8%, representing an annual increase of \$473 for resident students and \$680 for non-resident students.

Attachments:

***Attachment B – Proposed Western Tuition Dollar and Percentage Increases 2021-2022***

***Attachment C – Tuition Comparisons for Washington State***

***Attachment D – Historical Total Cost of Attendance for Resident Undergraduates***

Western Washington University Proposed 2020-21 Tuition Rates (Operating Fee and Capital Building Fee)				
TUITION FEES				
<b>Operating Fee</b>	2020-21	2021-22	\$ Change	% Change
Resident Undergraduate	\$6,383	\$6,562	\$179	2.8%
Non-Resident Undergraduate	\$22,533	\$23,164	\$631	2.8%
Resident Graduate	\$10,120	\$10,403	\$283	2.8%
Non-Resident Graduate	\$21,625	\$22,231	\$606	2.8%
Resident MBA	\$11,732	\$12,060	\$328	2.8%
Non-Resident MBA	\$29,095	\$29,910	\$815	2.8%
Resident Speech Language Pathology	\$15,373	\$15,803	\$430	2.8%
Non-Resident Speech Language Pathology	\$28,408	\$29,203	\$795	2.8%
Resident Audiology - Au.D.	\$16,400	\$16,859	\$459	2.8%
Non-Resident Audiology - Au.D.	\$23,575	\$24,235	\$660	2.8%
Resident Clinical Mental Health and School Counseling	\$11,216	\$11,530	\$314	2.8%
Non-Resident Clinical Mental Health and School Counseling	\$22,723	\$23,359	\$636	2.8%
<b>Capital Building Fee</b>	2020-21	2021-22	\$ Change	% Change
Resident Undergraduate	\$322	\$331	\$9	2.8%
Non-Resident Undergraduate	\$930	\$956	\$26	2.8%
Resident Graduate	\$269	\$277	\$8	2.8%
Non-Resident Graduate	\$677	\$696	\$19	2.8%
Resident MBA	\$288	\$296	\$8	2.8%
Non-Resident MBA	\$897	\$922	\$25	2.8%
Resident Speech Language Pathology	\$476	\$489	\$13	2.8%
Non-Resident Speech Lanuguage Pathology	\$878	\$903	\$25	2.8%
Resident Audiology - Au.D.	\$507	\$521	\$14	2.8%
Non-Resident Audiology - Au.D.	\$729	\$749	\$20	2.8%
Resident Clinical Mental Health and School Counseling	\$298	\$306	\$8	2.8%
Non-Resident Clinical Mental Health and School Counseling	\$711	\$731	\$20	2.8%
<b>TOTAL TUITION (Operating Fee and Capital Building Fee)</b>	2019-20	2021-22	\$ Change	% Change
Resident Undergraduate	\$6,705	\$6,893	\$188	2.8%
Non-Resident Undergraduate	\$23,463	\$24,120	\$657	2.8%
Resident Graduate	\$10,389	\$10,680	\$291	2.8%
Non-Resident Graduate	\$22,302	\$22,927	\$625	2.8%
Resident MBA	\$12,020	\$12,356	\$336	2.8%
Non-Resident MBA	\$29,992	\$30,832	\$840	2.8%
Resident Speech Language Pathology	\$15,849	\$16,292	\$443	2.8%
Non-Resident Speech Language Pathology	\$29,286	\$30,106	\$820	2.8%
Resident Audiology - Au.D.	\$16,907	\$17,380	\$473	2.8%
Non-Resident Audiology - Au.D.	\$24,304	\$24,984	\$680	2.8%
Resident Clinical Mental Health and School Counseling	\$11,514	\$11,836	\$322	2.8%
Non-Resident Clinical Mental Health and School Counseling	\$23,434	\$24,090	\$656	2.8%

**Note:** Academic year tuition for full-time students (banded tuition 10-18 credit hours per quarter)

## Western Washington University

### Washington State Higher Education Sector Tuition Comparison - FY 2022

Resident Undergraduate		Resident Graduate		Non-Resident Undergraduate		Non Resident Graduate	
UW	\$ 10,927	UW	\$ 16,734	UW	\$ 39,062	UW	\$ 29,995
WSU	\$ 10,457	EWU	\$ 12,351	TESC	\$ 28,142	EWU	\$ 28,676
TESC	\$ 7,386	WSU	\$ 12,076	WSU	\$ 25,773	WSU	\$ 26,526
EWU	\$ 6,895	TESC	\$ 11,701	EWU	\$ 25,367	TESC	\$ 26,328
<b>WWU</b>	<b>\$ 6,893</b>	<b>WWU</b>	<b>\$ 10,680</b>	<b>WWU</b>	<b>\$ 24,120</b>	CWU	\$ 23,651
CWU	\$ 6,657	CWU	\$ 10,097	CWU	\$ 23,182	<b>WWU</b>	<b>\$ 22,926</b>

\* Operating and capital building fee only

*Note. Tuition rate information for FY2022 is not available for institutions except WSU. Recommended tuition increase of 2.8% from FY21 provided here for all other institutions.*

<b>CAMPUS</b>	<b>RESIDENCY</b>	<b>LEVEL</b>	<b>AMOUNT ANNUAL</b>	<b>2.8% INCREASE FOR FY22</b>
WWU	Resident	Undergraduate	\$ 6,705.00	\$ 6,892.74
WWU	Non Resident	Undergraduate	\$ 23,463.00	\$ 24,119.96
WWU	Resident	Graduate	\$ 10,389.00	\$ 10,679.89
WWU	Non Resident	Graduate	\$ 22,302.00	\$ 22,926.46
EWU	Resident	Undergraduate	\$ 6,707.00	\$ 6,894.80
EWU	Non Resident	Undergraduate	\$ 24,676.00	\$ 25,366.93
EWU	Resident	Graduate	\$ 12,015.00	\$ 12,351.42
EWU	Non Resident	Graduate	\$ 27,895.00	\$ 28,676.06
CWU	Resident	Undergraduate	\$ 6,475.80	\$ 6,657.12
CWU	Non Resident	Undergraduate	\$ 22,551.00	\$ 23,182.43
CWU	Resident	Graduate	\$ 9,822.00	\$ 10,097.02
CWU	Non Resident	Graduate	\$ 23,007.00	\$ 23,651.20
TESC	Resident	Undergraduate	\$ 7,185.00	\$ 7,386.18
TESC	Non Resident	Undergraduate	\$ 27,375.00	\$ 28,141.50
TESC	Resident	Graduate	\$ 11,382.00	\$ 11,700.70
TESC	Non Resident	Graduate	\$ 25,611.00	\$ 26,328.11
UW	Resident	Undergraduate	\$ 10,629.00	\$ 10,926.61
UW	Non Resident	Undergraduate	\$ 37,998.00	\$ 39,061.94
UW	Resident	Graduate	\$ 16,278.00	\$ 16,733.78
UW	Non Resident	Graduate	\$ 29,178.00	\$ 29,994.98
WSU	Resident	Undergraduate	\$ 10,457.00	\$ 10,457.00
WSU	Non Resident	Undergraduate	\$ 25,773.00	\$ 25,773.00
WSU	Resident	Graduate	\$ 12,076.00	\$ 12,076.00
WSU	Non Resident	Graduate	\$ 26,526.00	\$ 26,526.00

**Notes**

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Main campus rates, FY21

Main campus rates, FY21

Main campus rates, FY21

Main campus rates, FY21

Main campus rates, FY21

Main campus rates, FY21

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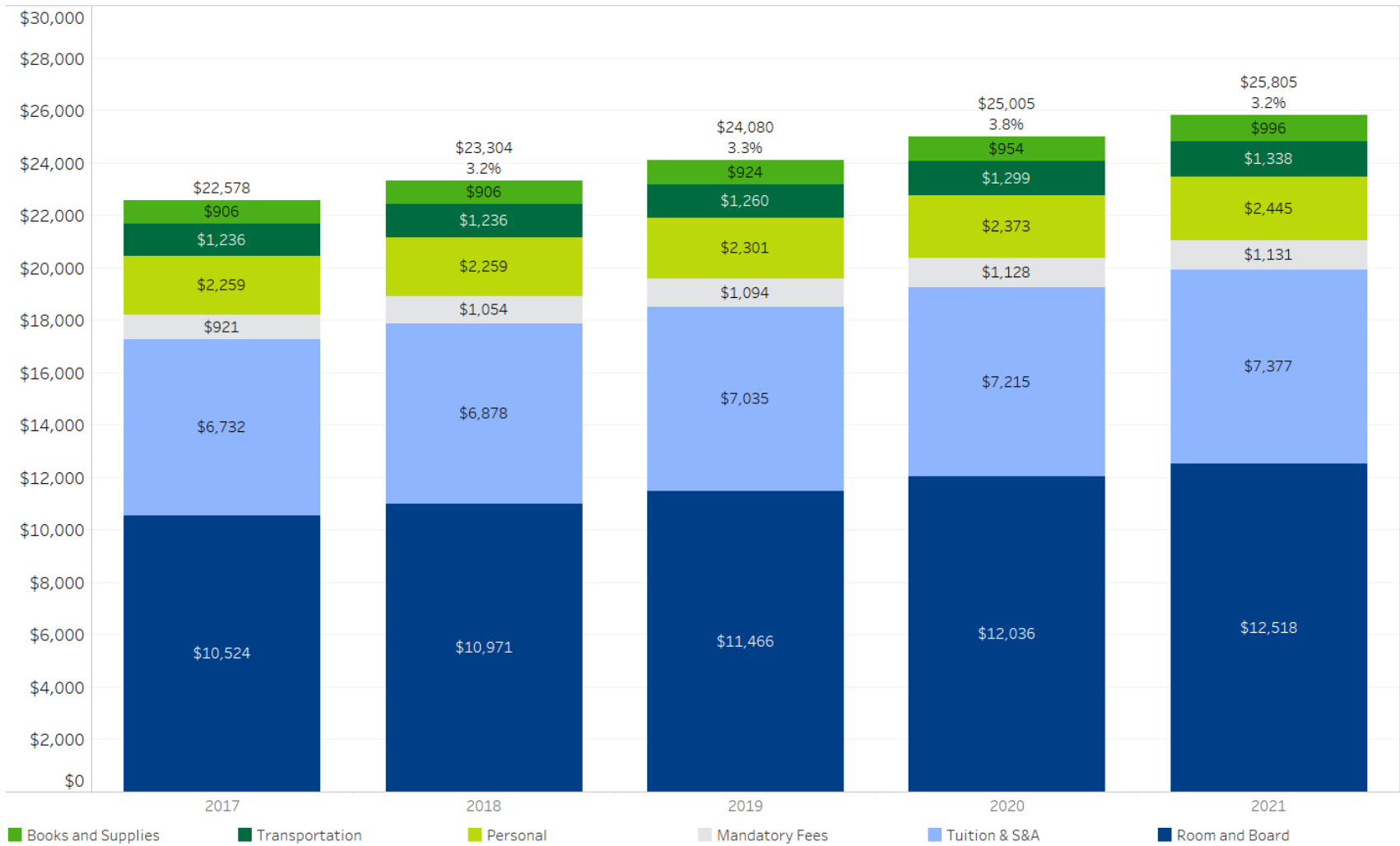
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<https://budget.wsu.edu/documents/2021/05/wsu-pullman-2021-2022-tuition-and-rates-printable.pdf/>

### Attachment D- Historical Resident Undergraduate Total Cost of Attendance



**Attachment E**  
**Summary of Current and Proposed Mandatory Student Fee Levels**

**Average Increase of 0.4% for existing fees**

**It is proposed to increase one of the nine existing mandatory student fees for 2021-2022. This proposal constitutes a net average increase of 0.4% for all existing mandatory student fees (\$2.40 per quarter.)**

**Proposed Fee Increases - Effective Fall Quarter for 2021-2022**

**Note:** Per legislative action, beginning with Fiscal 2018-19 all S&A Fee increases are limited to 4% per year rather than the percentage increase of resident undergraduate tuition.

*Proposed to the WWU Board of Trustees on June 11, 2021*

Mandatory Fee	Notes	Proposed Change	Quarterly Fees				Academic Year Fees			
			Current 2020-2021	Proposed 2021-2022	\$\$ Change	% Change	Current 2020-2021	Proposed 2021-2022	\$\$ Change	% Change
<b>Existing Fees</b>										
<b>Services &amp; Activities (S&amp;A) Fee</b>	(1) (2)	Proposed increase of 1.07%. RCW 28B.15.069 limits the increase on S&A Fees to the portion of the fee not pledged to bonds, which effectively reduces the 4% proposed fee to 3.4%. Fee is prorated per credit with 10+ credits paying the full fee.	\$223.98	\$226.38	\$2.40	1.07%	\$671.94	\$679.14	\$7.20	1.07%
<b>Student Recreation Fee (S&amp;A)</b>	(1)	No proposed increase. RCW's limit the increase of S&A Fees to 4%. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$109.46	\$109.46	\$0.00	0.0%	\$328.38	\$328.38	\$0.00	0.0%
<b>Student Health Services Fee</b>		No proposed increase. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$117.00	\$117.00	\$0.00	0.0%	\$351.00	\$351.00	\$0.00	0.0%
<b>Student Technology Fee</b>		No proposed increase. The full fee is charged to students taking 6+ credits. Those taking 1-5 credits are charged \$17.50. In Spring 2018, students voted 71% in favor of a 5 year renewal of this fee at the \$35 level.	\$35.00	\$35.00	\$0.00	0.0%	\$105.00	\$105.00	\$0.00	0.0%
<b>Non-Academic Building Fee</b>		No proposed increase. Fee is charged to students taking 6+ credits.	\$47.00	\$47.00	\$0.00	0.0%	\$141.00	\$141.00	\$0.00	0.0%
<b>Sustainability, Equity, and Justice Fund</b>		No proposed increase. The fee funds renewable energy certificates (RECs), student leadership positions and sustainable energy projects.	\$9.00	\$9.00	\$0.00	0.0%	\$27.00	\$27.00	\$0.00	0.0%
<b>Student Alternative Transportation Fee</b>		No proposed increase. In a Spring 2017 student referendum, students voted 93.6% in favor of re-authorizing the fee for 5 years beginning Fall 2017 and ending by Fall 2022, unless renewed by student vote. The re-authorization allows the Associated Students Board to recommend fee increases of a maximum 5% per year during that period; increases of more than 5% per year would need student voter approval. The Fee is charged to students taking 6+ credits. Summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided.	\$28.50	\$28.50	\$0.00	0.0%	\$85.50	\$85.50	\$0.00	0.0%
<b>Legislative Action Fee</b>	(3)	No proposed change. To fund student representation and advocacy efforts at the campus, local, state, and federal levels.	\$1.00	\$1.00	\$0.00	0.0%	\$3.00	\$3.00	\$0.00	0.0%
<b>Multicultural Services Fee</b>	(4)	No proposed increase. In Spring, 2016, the AS Board put a referendum on the ballot and students voted 62.7% in favor of a new fee for expanded ESC/Multicultural Services Space at the Viking Union/Bookstore Complex. The fee began Fall 2017 at a rate of \$30 for students taking 6 or more credits. This fee has been pledged to bonds and funds a portion of the construction, maintenance, and operations of the new Multicultural Center at the Viking Union.	\$30.00	\$30.00	\$0.00	0.0%	\$90.00	\$90.00	\$0.00	0.0%
<b>Total Mandatory Fees</b>			<b>\$600.94</b>	<b>\$603.34</b>	<b>\$2.40</b>	<b>0.4%</b>	<b>\$1,802.82</b>	<b>\$1,810.02</b>	<b>\$7.20</b>	<b>0.4%</b>

**Notes:**

(1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction and increases are limited to 4% by SSHB 1433 signed into law on 3/22/18.

(2) Bond Covenants pledge a minimum of \$32 per full-time student per quarter and \$6.40 per part-time student per quarter to the Housing & Dining System.

(3) Mandatory \$1 per quarter billed but with the ability to "opt-out."

(4) The Multicultural Center Fee began Fall 2017. It is pledged to the Housing & Dining System, but not directly to bonds. In March 2018, bond counsel informed WWU that this fee is not technically an S&A Fee so does not follow those RCW's, but the institution has been collecting 3.5% for the Student Financial Aid/Loan Fee.



**Attachment F  
WWU Mandatory Student Fees - 5-Year Summary**

**Average Increase of 0.4% for existing fees in 2021-2022.**

**It is proposed to increase one of the nine existing mandatory student fees for 2021-2022. This proposal constitutes a net average increase of 0.4% for all existing mandatory student fees (\$1.00 per quarter.)**

**Proposed Fee Increases - Effective Fall Quarter for 2021-22**

Mandatory Fee	Notes	Proposed Change for 2021-2022	Quarterly Fees					Academic Year Fees				
			Actual				Proposed	Actual				Proposed
			2017-18	2018-19	2019-20	2020-21	2021-2022	2017-18	2018-19	2019-20	2020-21	2021-22
<b>Existing Fees</b>												
<b>Services &amp; Activities (S&amp;A) Fee</b>	(1) (2)	Proposed increase of \$2.40 per quarter (1.07%). RCW 28B.15.069 limits the increase on S&A Fees to the portion of the fee not pledged to bonds, which effectively reduces the 4% proposed fee to 3.4%. Fee is prorated per credit with 10+ credits paying the full fee.	\$209.50	\$216.60	\$223.98	\$223.98	\$226.38	\$628.50	\$649.80	\$671.94	\$671.94	\$679.14
<b>Student Recreation Fee (S&amp;A)</b>	(1)	No proposed increase. RCW's limit the increase of S&A Fees to 4%. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$101.20	\$105.25	\$109.46	\$109.46	\$109.46	\$303.60	\$315.75	\$328.38	\$328.38	\$328.38
<b>Student Health Services Fee</b>		No proposed increase. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$106.00	\$113.00	\$117.00	\$117.00	\$117.00	\$318.00	\$339.00	\$351.00	\$351.00	\$351.00
<b>Student Technology Fee</b>		No proposed change. The full fee is charged to students taking 6+ credits. Those taking 1-5 credits are charged \$17.50. In Spring 2018, students voted 71% in favor of a 5 year renewal of this fee at the \$35 level.	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$105.00	\$105.00	\$105.00	\$105.00	\$105.00
<b>Non-Academic Building Fee</b>		No proposed increase. Fee is charged to students taking 6+ credits.	\$45.00	\$45.00	\$47.00	\$47.00	\$47.00	\$135.00	\$135.00	\$141.00	\$141.00	\$141.00
<b>Sustainable Action Fund Fee (renamed from "Green Energy Fee")</b>		No proposed increase. In Spring 2018, students voted 84.6% in favor of reauthorization of this fee and recommend an increase to 90 cents per credit level with a \$9 per quarter maximum. The fee funds renewable energy certificates (RECs), student leadership positions and sustainable energy projects.	\$7.00	\$9.00	\$9.00	\$9.00	\$9.00	\$21.00	\$27.00	\$27.00	\$27.00	\$27.00
<b>Student Alternative Transportation Fee</b>		No proposed change. In a Spring 2017 student referendum, students voted 93.6% in favor of re-authorizing the fee for 5 years beginning Fall 2017 and ending by Fall 2022, unless renewed by student vote. The re-authorization allows the Associated Students Board to recommend fee increases of a maximum 5% per year during that period; increases of more than 5% per year would need student voter approval. The Fee is charged to students taking 6+ credits. Summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided; the summer rate covers just the bus pass and will remain at \$21.	\$26.25	\$26.25	\$27.50	\$28.50	\$28.50	\$78.75	\$78.75	\$82.50	\$85.50	\$85.50
<b>Legislative Action Fee</b>	(3)	No proposed change. To fund student representation and advocacy efforts at the campus, local, state, and federal levels.	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
<b>Multicultural Services Fee</b>	(1) (4)	No proposed increase. In Spring, 2016, the AS Board put a referendum on the ballot and students voted 62.7% in favor of a new fee for expanded ESC/Multicultural Services Space at the Viking Union/Bookstore Complex. The fee began Fall 2017 at a rate of \$30 for students taking 6 or more credits. This fee has been pledged to bonds and funds a portion of the construction, maintenance, and operations of the new Multicultural Center at the Viking Union.	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00
<b>Total Mandatory Fees</b>			<b>\$560.95</b>	<b>\$581.10</b>	<b>\$599.94</b>	<b>\$600.94</b>	<b>\$603.34</b>	<b>\$1,682.85</b>	<b>\$1,743.30</b>	<b>\$1,799.82</b>	<b>\$1,802.82</b>	<b>\$1,810.02</b>
<i>\$ Amount Increase</i>				\$20.15	\$18.84	\$1.00	\$2.40		\$60.45	\$56.52	\$3.00	\$7.20
<i>Annual % Increase</i>				3.6%	3.2%	0.2%	0.4%		3.6%	3.2%	0.2%	0.4%
<i>Cumulative Increase</i>							7.6%					7.6%
<i>Average Annual Increase (non compounded)</i>							1.9%					1.9%

**Notes:**

(1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction and increases are limited to 4% by SSHB 1433 signed into law on 3/22/18.

(2) Bond Covenants pledge a minimum of \$32 per full-time student per quarter and \$6.40 per part-time student per quarter to the Housing & Dining System.

(3) Mandatory \$1 per quarter billed but with the ability to "opt-out."

(4) The Multicultural Center Fee began Fall 2017. It is pledged to the Housing & Dining System, but not directly to bonds. In March 2018, bond counsel informed WWU that this fee is not technically an S&A Fee so does not follow those RCW's, but the institution has been collecting 3.5% for the Student Financial Aid/Loan Fee.



# MEMO

Services &amp; Activities Fee Committee

[www.wwu.edu/vpress/fees.shtml](http://www.wwu.edu/vpress/fees.shtml)

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

From: Evan Shuster, Chair – S & A Fee Committee

Date: 6/1/2021

Subject: S & A Fee Committee Recommendations for 2021-2022

This is to inform you that the S&A Fee Committee recommends a 1.25% increase to the non-bonded portion of the S&A fee for 2021-22, an effective rate of 1.07% on the entire fee. The 2020-21 fee would increase to \$679.14 (from \$671.94), or \$226.38 (from \$223.98) per quarter.

This recommendation is the result of debate and discussions centered on concerns over costs to students during this year's pandemic. The increase was approved in order to allow the constituents' budgets to meet the expected need for anticipated cost of living increases for staff and minimum wage increases for student employees. It follows thoughtful discussion of the various constituents' needs and their accompanying budgets. Each constituent made their budget presentations with the goal of returning to a normal academic year and kept in mind their needs following more than a year of virtual operation. No constituent's initial budget request was met, and the anticipated decrease in fall enrollment will have significant effect on each of these areas, for this year and in future years.

The committee's efforts commenced in early February 2021 and, after orientation, the committee worked remotely to hear constituent budget requests and presentations. Early in discussions, several student voting representatives indicated their interest in not increasing student fees. Spring quarter meetings centered on challenges to constituents' budgets, a dim enrollment forecast for fall 2021, and the pressure that anticipated cost of living increases for staff would generate for each area. After discussion, the Committee voted 4-1 (with one voting representative absent) for the increase, and to account for the anticipated cost of living increase in staff salary. There was general recognition that this mandatory cost needed to be addressed in the deliberation and final decision.

The recommendations below cover the following areas for consideration and approval by the Board of Trustees at their June meeting: The 2021-22 Fee level, the 2021-22 distribution of estimated S&A fee revenue, allocation of expected Summer 2021 S&A revenues, and the S&A fee level for Summer 2022 (which is just a % of the AY fee).

## **2021-22 Mandatory Student Fees** **Services & Activities Fee**

### Proposed Distributions and 1.25% Increase in Fee

**Proposed Fee and Distribution:** The Services and Activities (S&A) Fee Committee recommends a 1.25% increase to the Services & Activities Fee for the 2021-22 academic year, maintaining the Summer 2021 rate at 65.15% of the academic year rate, and recommends approval of the distribution of fees for the 2021-22 academic year as outlined.

Per RCW 28B.15.069 S&A fee increases are capped at 4% on the non-funded portion of the fee. The committee proposes a 1.25% increase to the S&A Fee for the 2021-22 year, increasing the fee to \$679.14 per academic year or \$226.38 per quarter. This fee is prorated per credit (\$22.64 per credit per quarter) with students enrolling in ten or more credits paying the full, maximum fee.

The following constituents receive funds from the Services & Activities Fee:

- Housing & Dining (per bond covenants)
- Associated Students (AS)
- Athletics
- Campus Recreation
- Department Related Activities Committee (DRAC)

### **Background**

The Services and Activities (S&A) Fee Committee operates under the authority of [RCW 28B.15.045](#) and makes recommendations on the distribution of S&A Fees for the following constituent groups: Housing & Dining, Associated Students, Athletics, Campus Recreation, and Department-Related Activities Committee (DRAC). Per the RCW, students have a strong voice in recommending budgets for services and activities fees. The Committee is comprised of both voting and non-voting members. The voting members include a faculty member and six students representing Associated Students (2), Athletics (1), Campus Recreation (1), and DRAC (2). The non-voting members include staff advisors from Associated Students, Athletics, Campus Recreation, and Department Related Activities Committee (DRAC), and a designee of the Vice President for Enrollment and Student Services. A staff member from the Vice President's office also attends to record minutes. A student was selected from among the voting members to serve as this year's chairperson.

The S&A Fee Committee follows an established annual process to prepare its recommendations on the fee level and distribution of S&A Fees. This process includes review of budget requests for each constituent group and an open hearing process to provide an opportunity for input from members of the campus community. Open hearings were held on April 9, 2021 (Campus Recreation), April 16, 2021 (Athletics & Associated Students), and April 23, 2021 (DRAC) in regards to budget requests and the committee's recommendations. Notice of these hearings was posted on the S&A Fee Committee website.

The vote on S&A fee scenarios for the 2021-22 academic year was 4-1 (with one member absent) in favor of the fee increase, and 5-0 (with one member absent) for allocation recommendations.

## CONSTITUENT BUDGET REQUESTS

In presenting, discussing, and reviewing expenditures for next fiscal year, the constituent groups took these responsibilities seriously and worked diligently to ensure that fees charged to students were used responsibly. Committee meeting minutes and documents can be found at <https://vpess.wvu.edu/services-and-activities-fee>. Detailed budgets were presented on April 9 (Campus Recreation), April 16 (Athletics & Associated Students) and April 23 (DRAC), with further discussion taking place at the meetings that followed.

The main theme of the discussions this year centered around the Covid19 pandemic's impact on enrollment and operations. Each constituent was asked to develop a budget that would best meet their anticipated needs for fall 2021 and the rest of the year. Significant time was spent examining last year's budget requests, and the actual budget allocations (slightly over 10% lower than the approved budget) in order to think through budget requests following an unprecedented pandemic event. Details below include this year's initial requests, last year's approved budget and the 2021 actual budget to best reflect the difficult decisions in this recommendation.

### CONSTITUENT BUDGET REQUESTS FOR ACADEMIC YEAR 2021-22

#### Associated Students

The Associated Students presented an overall operating budget slightly higher than the last budget request, noting that they voluntarily reduced their portion of the S & A fee last year due to concerns about students' financial situations during the COVID pandemic. Reductions to the overall budget included cuts to summer staffing hours and program offerings. The Associated Students' S&A fee request of \$3,055,504 is an increase from their 2020 approved budget of \$2,984,050 (with an actual 2021 budget of \$2,495,340). The increase reflects the voluntary reduction in the current year, as well as staff wage increases, a minimum wage increase and funding for the Student Senate.

#### Athletics

Athletics presented an initial budget request of \$2,201,320, an increase from their 2020 approved budget of \$2,163,302 but an increase from their actual budget of \$2,046,047. This reflected the cost of two graduate positions Athletics has been attempting to fund for years.

#### Campus Recreation

Campus Recreation requested \$431,410, a decrease from their approved 2020 budget of \$467,941 (with a 2021 actual budget of \$446,157). They expect to use carry forward funds to supplement many expenses typically paid for by student club/intramural members in an effort to return to a more normal year.

#### DRAC

DRAC (Departmentally Related Activities Committee) is composed of six separate constituencies, with one new for this year. DRAC's initial budget request was for an increase to \$1,162,077 from last year's approved \$1,117,672 (with a 2021 actual budget of \$1,058,156).

This initial request reflected the inclusion a one new constituency (WWU Racing), wage increases and computer purchases.

**2021-22 Academic Year**  
Proposed Fee Distribution

- 3.5% to Student Financial Aid Fund as required by law.
- Music Copyright Fee to be allocated in the amount of \$23,200.
- Housing & Dining to receive minimums as required by bond covenants for debt service. This amounts to \$32 per quarter per full-time student and \$6.40 per quarter per part-time student.
- The distribution recommendation for 2021-22 is based solely on a percentage share of S&A Fee revenue.

	2020-21 Actual		2021-22 Projection	
Housing & Dining	\$ 1,155,452		\$ 1,127,721	
To Loan Fund	\$ 262,023		\$ 271,386	
Music Copyright	\$ 23,200		\$ 23,200	
<b>Distribution to Constituents</b>	<b>\$ Amount</b>	<b>%</b>	<b>\$ Amount</b>	<b>%</b>
Associated Students	\$ 2,495,340	41.3%	\$ 2,804,891	44.3%
Athletics	\$ 2,046,047	33.8%	\$ 2,045,101	32.3%
Campus Recreation	\$ 446,157	7.4%	\$ 436,879	6.9%
Departmentally Related Activities	\$ 1,058,156	17.5%	\$ 1,044,711	16.5%
<b>Constituent Subtotal</b>	<b>\$ 6,045,700</b>	<b>100.0%</b>	<b>\$ 6,331,582</b>	<b>100.0%</b>
<b>Total S&amp;A Distributions</b>	<b>\$ 7,486,374</b>		<b>\$ 7,753,889</b>	

In a typical year the committee hears each constituent’s budget needs, and this year’s committee did that initially. However, due to the uncertainty and the lower enrollment projections for the fall, the committee decided that its work could not be done in the traditional manner. The final recommendation is for the percentage distribution and that is based on how last year’s committee approached their work. The committee voted for the following percentages: Associated Students 44.3%; Athletics 32.3%; Campus Recreation 6.9%; and DRAC 16.5%. These percentages changed from last year’s allocations in an attempt to address anticipated cost of living increases for constituent budgets in a targeted fashion.

## **S&A Summer 2021**

### **CONSTITUENT BUDGET REQUESTS for Summer 2021 (FY2022)**

The 2020 S&A Fee Committee addressed the Summer 2021 fee in May 2020 when it recommended and the Board of Trustees approve the 2020-21 academic year budget with no fee increase. That decision leaves the Summer 2021 rate at \$14.59 per credit. This year's committee reviewed budget requests to make decisions about the allocation of summer fees. Budgeting decisions were based on historical trends and an assumption of having \$345,000 to allocate (with \$51,000 to Housing and \$12,075 to the loan fund).

#### Associated Students

Associated Students requested \$150,000 in total for Summer 2021.

#### Campus Recreation

Campus Recreation requested \$15,000 in total for Summer 2021.

#### DRAC

DRAC requested \$68,055 for Summer 2021.

Summer enrollment remains uncertain and constituent budgets are strained. After accounting for housing and the loan fund, the operating assumption was that \$281,925 was the target amount for the three constituents. After considerable discussion, representatives voted 5-0 (with one member absent) to allocate funding received up to the Associated Students at 64.36%, Campus Recreation at 6.44%, and DRAC at 29.2% up to \$233,055. For any funds received above \$233,000, the representatives voted unanimously 5-0 (with one member absent) to allocate funding received to the Associated Student at 80%, Campus Recreation at 5%, and DRAC at 15%.

## **S&A Summer 2022 (FY2023)**

### Proposed Fee Level

As approved by the Board of Trustees in June 2002, the summer S&A rate is set at 65.15% of the academic year S&A rate. With no increase to the rate for the 2021-22 academic year S&A fee, the rate for Summer 2022 would increase at \$14.75 per credit. The distribution of the proposed Summer 2022 fee revenues will be addressed by the 2021-22 S&A Fee Committee.

**2021-2022 Mandatory Student Fees**  
**Student Alternative Transportation Fee**  
**No increase in fee**

For the 2021-2022 school year, the Alternative Transportation Fee (ATF) will remain at \$28.50 for fall, winter, and spring quarters and at \$23.00 for summer quarter.

Due to the campus closure beginning in March 2020 and the suspension of fares at the Whatcom Transit Authority (WTA), the ATF was not charged spring, summer or fall quarters of 2020. The fee was set at \$3.00 for winter, spring, and summer quarters of 2021. The fee revenue was used to cover ongoing program costs and staffing. WTA will begin charging a fare again on July 1, 2021. Students who are enrolled in summer classes and were assessed the ATF will have an active bus pass. Due to low student enrollment in the summer and classes continuing to be offered mostly online, Transportation Services does not anticipate that many students will be riding WTA buses this summer.

The Student Late Night Shuttle service was suspended for the entire 2020-2021 academic year and the shuttle does not run in the summer. Transportation Services is in the process of changing the late night transportation services that are offered to students from a fixed route to an on demand service. The goal is to have the new service in place when students return to campus fall quarter 2021.

Transportation Services has formed a new partnership with Skagit Transit. Beginning fall quarter 2021, we will begin a two year pilot program in which WWU students and employees will be able to ride all the buses in Skagit County using their Western ID card without paying an additional fare.

Program expense overview:

- 100% - Salaries and other ongoing program expenses

Contract updates:

- The WTA contract that suspended services expires June 30, 2021. A new contract that will begin on July 1, 2021 is almost finalized. Under the new contract WWU will pay WTA per ride rather than per student FTE.
- An MOU with Skagit Transit is almost finalized.
- There currently is no contract for student late night transportation services.

Program updates:

- Beginning July 1, 2020, Sustainable Transportation merged with Parking Services to form a new unit called Transportation Services. With this move Sustainable Transportation moved from Academic Affairs to Business and Financial Affairs. Transportation Services resides in the Student Business Office.
- The position vacated by Kay McMurren's retirement spring 2020 remains unfilled.
- Spring quarter 2022 students will vote on whether they want to continue to pay the Alternative Transportation Fee and support the student transportation program for five more years.

**Attachment I**  
**2021-22 Mandatory Student Fees**

**Student Recreation Fee**

**No Increase to Fee**

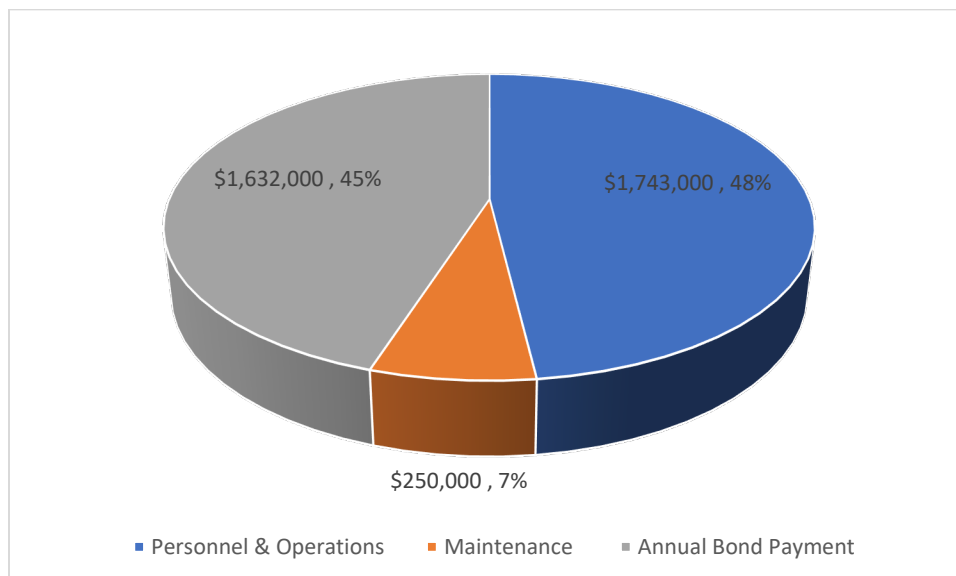
**2020-21 Program Report**

The Western Washington University Wade King Student Recreation Center (the Recreation Center) is a self-supporting, auxiliary enterprise of Western Washington University (WWU). The Recreation Center is an open recreation fitness and wellness facility for the benefit of eligible students and associated members of WWU. The facility includes a lap/leisure pool, a whirlpool, a three-court gym with elevated running track, a multi-activity court, a rock climbing wall, weight and cardio areas, two group exercise/aerobic rooms, locker rooms, an injury rehabilitation room, a retail food service and lounge area, a conference room, and administrative offices for the Department of Campus Recreation. The Recreation Center is located on the WWU campus and is supported by a service and activity fee assessed to students quarterly. In addition, memberships are available for purchase by faculty/staff, alumni, and others closely associated with WWU.

Western Washington University's Wade King Student Recreation Center is a state-of-the-art open recreation fitness and wellness facility that has been created and shaped by the vision and support of Western Washington University students. The Recreation Center was one of the nation's first recreation centers designed to meet Leadership in Energy and Environmental Design (LEED).

**Wade King Student Recreation Center FY21:**

- The Student Recreation Fee generated approximately \$3.625 million in 2020-21. This is a reduction from \$4.1 million in 2019-20 and \$4.45 million in 2018-19. These reductions in revenue are due to decreased fee collection (31.1 % in Spring 2020, 100% in Summer 2020 and 31.1% in Fall 2020), as well as lower enrollment. Fees were reduced during these quarters due to the inability for the Recreation Center to maintain normal operations under COVID-19 restrictions.
- The fee funds annual bond payments, operations and maintenance of the Wade King Student Recreation Center. Note: Additional revenues in a "typical" year (e.g. voluntary memberships, rentals, course fees) of approximately \$500,000 assist in funding operations (not shown below).





**FY22 Fee:** No Student Recreation Fee was collected for Summer 2020-21 since all courses were converted to online format and the institution adhered to the normal billing policies for Outreach and Extended Programs.

There is no fee increase proposed for FY22, and may see reductions in revenue depending on enrollment, and will have limited budget capacity given its fixed costs including bond payment obligations and associated reserve and coverage requirements.

The Recreation Center will follow appropriate health agency and state guidance with regard to its operations during FY22.

## Student Tech Fee's Tech Initiatives Awards Announced

The Student Technology Fee (STF) has awarded approximately \$180,000 in Tech Initiatives projects for 2021. The specific awards, listed below, include two projects based on proposals submitted by students.

- |   |          |
|---|----------|
| • Theater Dept Virtual Accessibility Upgrades<br>(Student proposal, partial funding)                            | \$15,003 |
| • WWU Music Recording Studio Radio<br>(Student proposal, full funding)  | \$3,912  |
| • Advanced Digital Printing: Dye-Sublimation and Tech Enhancement<br>(CFPA priority 1, full funding)            | \$7,026  |
| • Music Keyboard Lab Overhaul<br>(CFPA priority 2, full funding)  | \$22,888 |
| • 3D Scanner to Improve Accessibility; Update [Anthropology] Curriculum<br>(CHSS priority 1, full funding)      | \$26,614 |
| • Collaborative Robot for Assisting Humans in Manufacturing<br>(CSE priority 1, full funding)                   | \$32,671 |
| • Enhanced Epifluorescent Microscopy for Use in Teaching Labs<br>(CSE priority 2, full funding)                 | \$5,651  |
| • Enhancing Capabilities of WWU's Spanel Planetarium<br>(CSE priority 3, full funding)                          | \$27,168 |
| • Mobile Hotspots for Student Checkout<br>(ATUS, priority 1, partial funding)                                   | \$8,826  |
| • Digital Audio Loan-Pool Improvements<br>(ATUS, priority 2, full funding)                                      | \$5,615  |
| • Virtual Reality for Teaching Marine Biology<br>(Marine Coastal Sciences Program, partial funding)             | \$4,730  |
| • Enhanced SEM Imaging by Colorization and 3D Visualization<br>(Scientific Technical Services, partial funding) | \$17,470 |

Every spring, the STF Committee—comprising students, faculty, and the Vice Provost for Information Technology (VPIT)—reviews proposals from students and employees for technology purchases that will enrich the students' academic experience. The committee's project recommendations are subject to approval by the University President.

"The Tech Initiatives awards represent a significant effort," said VPIT Chuck Lanham. "Not just by the committee, but by the students, faculty and staff who use their valuable time to submit proposals. We're always impressed by their ideas, and we're happy to fund projects that can really make a difference for students."

Tech Initiatives are just one allocation of the STF, which generates approximately \$1.5 million annually (based on pre-pandemic enrollment). Other allocations include upgrades to computer labs and the campus wireless network; and support for the Student Tech Center and the Digital Media Center.

To learn more about the Student Technology Fee, please view the STF website [here](#).

**2021-22 Mandatory Student Fees**  
**Non-Academic Building Fee**  
 No increase to Non-Academic Building Fee  
**2020-21 Program Report**

**Current Fee Level: \$47 per quarter for students taking 6 or more credits**

**Program Overview**

Viking Union Facilities is an auxiliary function of Western Washington University that provides student activity focused facilities and services to campus. These facilities include the Viking Union, Lakewood Water Sports Facility, and Viqueen Lodge on Sinclair Island. Viking Union Facilities also provides support services to Associated Student programs housed in these facilities as well as campus wide support for Event Services and activities. As part of the University's Housing and Dining System, funding for Viking Union Facilities comes from a blend of sources including the Non-Academic Building Fee, Multicultural Services Fee, a fixed portion the Service and Activity (S&A) Fee, and Service fees.

The Non-Academic Building Fee funds bond payments for the 2000 renovation of the Viking Union as well as ongoing maintenance, repair, renewal and some facility operations. This fee is managed by the Viking Union and is part of the University's Housing and Dining Financial System. For fiscal year 2022, we are not requesting an increase to this fee.

**Budget & Program Report**

**Program Report**

The Viking Union was able to reopen for students, faculty, and staff in November with increased staffing to help monitor COVID prevention measures such as mask wearing, physical distancing, and increased sanitization practices. Our goals were to provide a safe place where students could study, access university Wi-Fi, print documents, and have an accessible route from Garden St. to High St. through the elevators in the Viking Union. We borrowed study carrels from the library and a high-capacity printer from ATUS in order to transform the Multipurpose room into a large quiet study space. Between January 1<sup>st</sup> and June 1<sup>st</sup>, approximately 6,000 students, staff, and faculty have entered the Viking Union and about 1,400 of those users were students studying on campus.

**FY 20 Revenues and Expenses**

**Revenue**

- In FY21 we are projecting the Non-Academic Building Fee to collect \$1,870,000. This is approximately a 7 % reduction from FY20.
- For FY21 much of the Viking Union revenue generating facilities and services were closed because of the pandemic. In FY21 we collected \$30K in service fees as compared to \$149K in FY20. We are looking forward to reopening the Lakewood Watersports Facility and our Event services this summer in preparation for a full return in Fall.
- Overall, Viking Union revenue sources are projected to decrease by approximately \$404K as compared to FY20.

- In a typical year Mandatory Student Fees make up 93% of the revenue collected for the Viking Union with 7% coming from user fees and an institutional commitment to funding a portion of the space for the Multicultural Center.

### **Expenditures**

- As part of the Housing and Dining System Bond Refinancing the Viking Union did not have a bond payment for FY21. Bond payments will resume at an increased rate in FY22. Additional revenue collected this year will be used to help offset the increased payments starting in FY23.
- Viking Union Operations Expenditures decreased by approximately \$360K, with most of the decrease coming as a result of reduced operating hours compared to pre-pandemic, and prioritizing and focusing expenditures toward supporting COVID related operations.

### **Capital Reserve and Non-Operating Projects**

- As a result of financial impacts of COVID the Viking Union has put a pause on our non-operating and capital development plan for FY 21.
- For FY 22 the VU is committing approximately \$150K to improvements in the facility that will support an interim space for the Black Student Coalition and related space assignments and approximately \$250k for an engineering study to replace the fire detection and annunciation system

## 2020 – 2021 Mandatory Student Fees

### Legislative Action Fee

#### No increase in fee

The Legislative Action Fee is a mandatory fee of \$1 per quarter charged to all registered students on any WWU campus. It was approved by the Board of Trustees in June 2014.

This fee funds student representation and advocacy efforts at the campus, local, state, and federal levels. Fee revenue collected in FY'21 totaled \$32,585 as of May 30, 2021. Fees were used to support the following:

- Annual dues for AS membership in the Washington Student Association (WSA)
- Due to the Pandemic all Lobby Days were held virtually and there were no out of pocket costs:
  - Western Lobby Day, which took place on January 18, 2021 and was attended by 40 students who participated in meetings with approximately 70 state legislators.
  - Western Intersectional Lobby Day, which took place on Feb. 15, 2021, attended by 16 students who met with dozens of state legislators.
  - Local Lobby Day took place on May 7, 2021 attended by 10 students who met with several local officials.
- Costs for Black History Month speaker event. Erin Jones visited WWU to discuss Black advocacy and civic engagement. 32 people attended the event on February 14, 2020. (final payment was processed in FY'21)
- Student Grievance Board. A new program developed this year to better support student elections and the grievance process through an ethics board. Students were randomly selected (similar to Jury pool) and paid a stipend for their involvement.
- Purchase of gift card incentives to be distributed through random drawings made available to all students who participated in surveys to help form two lobbying agendas, the Local Lobby Day agenda and the Western Lobby Day agenda (state level).

**2021-22 Mandatory Student Fees**  
**Multicultural Services Fee**  
No Increase  
**2020-21 Program Report**

**Current Fee Level: \$30 per quarter for students taking 6 or more credits.**

**Program Overview**

The Multicultural Services Fee was approved by the Board of Trustees in June 2016 following a referendum by the AS Board that spring which 62.7% of students voted in favor. The fee is pledged to bonds, and funds portions of the construction, maintenance, and facility operations.

The Multicultural Services Fee is managed by the Viking Union and is part of the University's Housing and Dining Financial System. We are not proposing a fee increase for FY22

**Program Report and Budget**

For FY 21, the Multicultural Service Fee revenues totaled approximately \$1.15 million, approximately 5.4% less than the previous fiscal year. This decrease in revenue is a result of a reduction in enrollments during this fiscal year. As part of the Housing and Dining Financial System refinancing, there will be no bond payment for the Multicultural Center for until FY23. The fees collected this year and next year will be used to fund: 1) the required reserve balance of 5% of outstanding debt for the MCC construction bonds and 2) the remaining revenue will be collected in a fund and used to offset the increased bond payments that go into effect starting in FY23 and running through FY33.

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

**DATE:** June 11, 2021

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**SUBJECT: REDUCTION TO SUMMER QUARTER 2021 ALTERNATIVE  
TRANSPORTATION FEE**

**PURPOSE: Action Item**

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**Purpose of Submittal:**

The Board of Trustees previously approved rates for mandatory student fees for Summer 2021. At that time, the Alternative Transportation Fee included a minimal reduction based on best assumptions about operational levels. Given current information, Board approval is now requested to continue the more substantial reduction of \$25.50 from Spring Quarter, setting the Summer rate at \$3.00 due to COVID-related impacts to service levels.

**Proposed Motion:**

***MOVED*, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the reduction of Summer 2021 Student Alternative Transportation Fee by \$25.50 (89.5%) for Summer Quarter for a rate of \$3.00.**

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of  
Brent Carbajal, Provost and Vice President for Academic Affairs and  
Robert Squires, Vice Provost for Outreach and Continuing Education

**DATE:** June 11, 2021

**SUBJECT:** 2021 – 22 Self-Sustaining Academic Year Tuition

**PURPOSE:** Action Item

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**Purpose of Submittal:**

The Board of Trustees of Western Washington University, on recommendation of the President, approves the 2020 – 21 Self-Sustaining Academic Year Tuition Rates for each classification.

**Proposed Motion:**

***MOVED***, that the **2021 – 22 Self-Sustaining Academic Year Tuition Rates** be raised to or maintained at the following rates: Undergraduate Course/Workshop \$280 per credit, Graduate Course/Workshop \$356 per credit, Self-Paced Courses \$165 per credit, Credit Option variable fee between \$50 and \$100 per credit, Undergraduate Degree Program Courses \$324 per credit, Graduate Degree Program Courses \$386 per credit, and Weekend MBA \$757 per credit, and

***FURTHER MOVED***, that the Global Pathway Undergraduate Program tuition rate be approved at a flat rate of \$5,000 per quarter (no change from prior year 2020 – 2021)

**Supporting Information:**

**Undergraduate Course/Workshop and Graduate Course/Workshop:**

The proposed increase to undergraduate course/workshop and graduate course/workshop 2.8% for each. Students elect to enroll in these courses for a variety of reasons including faculty-led travel opportunities, schedule flexibility, reduced time to degree, etc. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

Title	2020 - 2021 Per Credit	2021 - 2022 <i>Proposed</i> Per Credit	2021 - 2022 Percentage Increase
Undergraduate Course/Workshop	272	280	2.8%
Graduate Course/Workshop	346	356	2.8%



**WesternOnline Self-Paced Courses (Formerly Independent Learning):**

The proposed increase to Self-Paced Courses is 2.8%. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Self-Paced: Undergraduate	160	165	2.8%

**Credit Option Courses:**

No proposed increase to the Credit Option fee for 2021 – 2022.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Credit Option: Variable Fee	50 to 100	50 to 100	--

**Undergraduate Degree Program Courses:**

The proposed increase to undergraduate degree program courses is 2.8%. These courses are part of self-sustaining degree programs in Bellingham, and our satellite locations in Burien, Everett, Mount Vernon, Poulsbo, Bremerton, Port Angeles, and Seattle. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Undergraduate Degree Program Courses	315	324	2.8%

**Graduate Degree Program Courses:**

The proposed increase to graduate degree program courses is 2.8%. These courses are part of self-sustaining degree programs at our satellite locations including Burien, Everett, Bremerton, Seattle, and Tacoma. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Graduate Degree Program Courses	375	386	2.8%

**Weekend MBA:**

No proposed increase to the Weekend MBA program 2021 – 2022.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Weekend MBA	757	757	--

**Human Services Distance Learning:**

The Human Services online degree program primary serves students on the Kitsap and Olympic Peninsulas. In February 2021, the Board of Trustees approved the tuition rate update for the Human Services Distance Learning Program from \$327/credit to \$272/credit (effective Winter Quarter 2021 and forward). The proposed increase for 2021 – 2022 is 2.8%.

<b>Title</b>	<b>2020 - 2021 Per Credit</b>	<b>2021 - 2022 <i>Proposed</i> Per Credit</b>	<b>2021 - 2022 Percentage Increase</b>
Human Services Distance Learning	272	280	2.8%

**Global Pathway Program:**

The Global Pathway Program prepares students for full matriculation at the Undergraduate level. No proposed increase for 2021 – 2022.

<b>Title</b>	<b>2020 - 21 Per Quarter</b>	<b>2021-2022 <i>Proposed</i> Per Quarter</b>	<b>2021 - 2022 Percentage Increase</b>
Global Pathway Undergraduate	5,000	5,000	--

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**DATE:** June 11, 2021

**SUBJECT:** **Approval of 2021-2022 Annual State Operating Budget**

**PURPOSE:** Action Item

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### **Purpose of Submittal:**

Based on the conference committee budget passed by the Legislature in the session ending April 25, 2021 and signed by the Governor on May 18, 2021, and Western's internal budget development process, the Board is now asked to approve the 2021-2022 annual state operating budget for Western Washington University.

In addition, the Board will be asked to approve 2021-2022 tuition rate increases at its June 11, 2021 meeting, providing revenue necessary to support the 2021-2022 annual state operating budget.

### **Proposed Motion:**

***MOVED***, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2021-2022 annual state operating budget of \$200,532,219.

***FURTHER MOVED***, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2021-2022 intercollegiate athletics operating budget of \$6,042,118 consisting of tuition and fees in the amount of \$3,517,608 and waiver allocations, self-sustaining and other revenues of \$2,359,906, and with the intention to fund the operating deficit for intercollegiate athletics, as defined by Substitute Senate Bill 6493, by continued use of tuition and fee revenues as it has in the past.

### **Supporting Information:**

Attachment A: *Memo of Supporting Information on the FY 2021-22 Annual Operating Budget*

**WESTERN WASHINGTON UNIVERSITY**  
**SUPPORTING INFORMATION**  
**SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Richard Van Den Hul, Vice President, Business and Financial Affairs  
Faye Gallant, Executive Director, Budget and Financial Planning

**DATE:** June 11, 2021

**SUBJECT:** **Supporting Information for Board Approval of the  
2021-2022 Annual State Operating Budget**

**Introduction**

In order to fund the basic instructional and academic support missions of the institution, we are proposing, for Board approval, a 2021-2022 budget for state funded operations which reflects revenue and expenditure estimates available for university operations from state appropriations, net tuition operating fees, the administrative services assessment and one-time funds.

Given the relative uncertainty of recurring revenues over the biennium, this year's recommendation development included a discussion of risk: both the financial risk of overcommitting resources, and the strategic and operational risks of not moving forward with critical investments in Western's capacity to advance the strategic plan and support core functions. Ultimately the items included in this recommendation are those where the risk of inaction is greater than the risk of potential budget adjustments in FY23.

Our presentation of recommendations is designed to reflect the remaining uncertainty on revenues for FY21-23, while providing a path forward for expenditure plans. That uncertainty is primarily reduced through the use of one-time stimulus funding while we monitor and assess the gap between recurring revenues and recurring expenditures, with particular attention to enrollment growth. Depending on enrollments, the FY23 budget process may need to identify new revenues or reductions to continue key investments; if necessary, that process will be informed by the work conducted by the Budget Strategy Analysis Group this spring, with further input through the University Planning and Resources Council. Alternatively, enrollments in the best case scenario may allow for additional investments in the future.

We show a number of the internally funded items as one-time commitments in FY22 and a planned move to recurring funding in FY23, based on the current most likely estimate on enrollments. The process of finalizing the FY23 budget for approval by the Board of Trustees in June 2022 will provide an opportunity to make adjustments based on higher or lower enrollment outcomes.

On the following pages, we first present the detailed recommendation as incremental adjustments in the FY21-23 biennium, with descriptions of each item. Following those descriptions, we include the five-year outlook on revenues, expenditures, and reserve balances under each of three enrollment scenarios. The first scenario (C) is the most likely estimate shown in the biennial recommendation, followed by Scenario A (worst case) and Scenario B (best case). In all cases, both state funding and the expenditure budget are shown as flat in

June 11, 2021

FY24 and FY25; this is because when Western receives increases in state funding it is generally tied to a new expenditure or scheduled expenditure increase, so the net impact is cancelled out; in other words, any new funding from the state in the next biennium is unlikely to apply towards a gap in our recurring revenues and expenditures. If new funding from the state were secured for such a purpose, it would be considered towards the “budget reductions or new revenues needed” line.

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<b>Western Washington University, State-Funded Operating Budget Biennial Budget Recommendation, 2021-23</b>		
	<b>FY22</b>	<b>FY23</b>
<b>Estimated Beginning Institutional Reserves Balance</b>	<b>\$21,176,887</b>	<b>\$21,176,887</b>
<b>Starting Gap in Recurring Revenues and Expenditures</b>	<b>(\$10,612,001)</b>	<b>(\$13,441,834)</b>
<b>Recurring Revenues (Incremental)</b>	<b>\$3,501,081</b>	<b>\$5,575,212</b>
Tuition Revenues from Enrollment Changes	(\$2,480,738)	\$548,332
Tuition Revenues from Rate Increases	\$2,462,494	\$2,546,222
State Appropriations	\$2,755,000	\$1,529,000
Administrative Services Assessment	\$764,325	\$951,659
<b>New Recurring Expenditures (Incremental)</b>	<b>\$3,745,725</b>	<b>\$1,267,579</b>
<i>New Recurring Investments, WWU Initiatives:</i>		
CBE Equity, Inclusion and Diversity Initiative	\$0	\$69,203
ITS Software and Maintenance Funding	\$167,160	\$169,891
ITS Staffing Alignment	\$0	\$250,000
Honors Program/College Stabilization	\$250,000	\$0
Comprehensive Internationalization- Institute for Global Engagement	\$0	\$70,000
Fair and Competitive Graduate TA Stipends	\$141,469	\$101,643
Expansion of Academic First-Year Programs	\$0	\$14,298
WCE Program Staff for Diversity, Recruitment and Retention	\$0	\$59,292
Aligning Western Libraries Resource Access Budget with Subscription Inflation	\$0	\$131,291
Office of Equity	\$249,096	\$0
BFA Risk and Compliance Analyst	\$0	\$78,000
Centralized Marketing and WebTech	\$0	\$196,961
Recruitment & Marketing	\$0	\$250,000
Items Recommended and Decided Prior to May 2021	\$335,000	\$0
<i>New State-Funded Investments:</i>		
Ethnic Studies Program	\$562,000	(\$108,000)
Graduate Assistant Stipends	\$150,000	\$0
Support Services for Underrepresented Students	\$494,000	\$54,000
Maintenance and Operations of Interdisciplinary Sciences Building	\$421,000	\$84,000
Outdoor School Study	\$0	\$90,000
Bilingual Educator Programs	\$530,000	\$0
Diversity in Higher Education (SB 5227)	\$353,000	(\$200,000)
Funding tied to Legislation (Menstrual Products and Law Enforcement Data)	\$45,000	(\$43,000)
Veterans' Mental Health Counselor	\$48,000	\$0
<b>New Revenues and/or Budget Reductions to Balance Recurring Budget by FY25</b>	<b>\$0</b>	<b>(\$1,336,888)</b>
<b>Ending Gap in Recurring Revenues and Expenditures</b>	<b>(\$10,856,646)</b>	<b>(\$7,797,313)</b>
<b>New Non-Recurring Items</b>		
<b>Federal &amp; State Stimulus Revenues to Support Institutional Operating Budget (Placeholder)</b>	<b>\$14,610,557</b>	<b>\$7,297,555</b>
<b>New One-time Expenditures</b>	<b>\$1,503,912</b>	<b>\$0</b>
Honors Program/College Stabilization	\$8,000	
Community Anti-Racist Transformation & Wellness Program	\$135,444	
CBE Equity, Inclusion and Diversity Initiative	\$67,836	
ITS Staffing Alignment	\$250,000	
Comprehensive Internationalization- Institute for Global Engagement	\$70,000	
Expansion of Academic First-Year Programs	\$14,298	
WCE Program Staff for Diversity, Recruitment and Retention	\$57,920	
BFA Risk and Compliance Analyst	\$78,000	
Centralized Marketing and WebTech	\$196,961	
Office of Equity	(\$124,548)	
Addressing Deficit in Outreach and Continuing Education	\$750,000	
<b>Continuation of Non-Recurring Expenses Previously Planned</b>		
COVID Response	\$1,000,000	\$1,000,000
Academic Affairs Bridge Funding	\$1,000,000	\$1,000,000
Recruitment and Marketing Funds*	\$250,000	
<b>Annual Net Income/(Deficit)</b>	<b>(\$0)</b>	<b>(\$2,499,758)</b>
Ending Institutional Reserves Balance	\$21,176,887	\$18,677,128
Outstanding Institutional Commitments	(\$1,613,823)	(\$1,613,823)
<b>Ending Uncommitted Institutional Reserves Balance</b>	<b>\$19,563,064</b>	<b>\$17,063,305</b>
<b>Ending Uncommitted Institutional Reserves Balance as % of Recurring Revenue</b>	<b>10.5%</b>	<b>8.9%</b>

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## **Sources (Revenues)**

### Tuition Revenues

Tuition revenues are a result of enrollments and of the tuition rate. The impact of the coronavirus on enrollments is an ongoing challenge that will likely take years to fully surmount; in FY21, this impact was approximately \$9 million in tuition revenue and 5.9% in enrollments. While there are several positive indicators on enrollment at this time, the current best case scenario maintains student headcount at the FY21 level in FY22, where reduced numbers of returning students are partially offset by growth in first year students. The pandemic has also disrupted the ability to project enrollments in the spring, leaving a range of uncertainty for the coming fiscal year.

Our budget recommendation includes a 2.8% tuition rate increase for all student types (resident and nonresident, undergraduate and graduate) based on the allowable increase for in-state undergraduate students set by the state. Because the state passes budgets for public institutions of higher education with an expectation of split funding between state appropriations and tuition revenues, these rate increases are an important piece of the budget picture.

### State Appropriations

Despite economic forecasts over the last year projecting decreases in state revenues, federal stimulus funding, coupled with better than projected state revenue collections resulted in a robust state 2021-23 operating budget that included important investments across state government, including in the state's higher education system. Those investments are detailed in the uses section under State and Contractually Determined Items, below.

Western's base budget was maintained without requiring faculty and staff to take mandated furlough days. The state's operating budget also carries forward state funding originally intended for salary increases in fiscal year 2021 for WWU faculty and staff that supports the state portion of salary increases.

### Administrative Services Assessment (ASA)

In FY21, ASA revenues declined sharply as a result of revenue losses in auxiliary and self-supporting areas due to COVID-19. The FY21-23 biennial budget includes increases in ASA revenues each year as Western returns to a primarily in-person experience and those operations recover.

### Federal Stimulus Funding (HEERF and GEER)

Since the start of the pandemic, Western has received stimulus funding for institutional support through the Higher Education Emergency Relief Fund (HEERF) program and the Governors' Emergency Education Relief (GEER) fund originally authorized by the CARES Act. After FY20 and FY21 use, we expect approximately \$24.5 million available for support in the FY21-23 biennium. These funds may be used to support both the state operating budget and self-sustaining/auxiliary areas. This budget recommendation uses a stimulus placeholder to temporarily bridge COVID-related enrollment impacts on revenues; actual amounts will be determined once final enrollment numbers and operations are known.

Additionally, Western received and distributed direct student aid under the HEERF program, distinct from the institutional support funds. As those funds are provided directly to students, they do not appear in our operating budget.

### New Revenues and/or Budget Reductions

Depending on enrollments, the FY23 budget process may need to identify new revenues or reductions to continue key investments; if necessary, that process will be informed by the work

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conducted by the Budget Strategy Analysis Group this spring, with further input through the University Planning and Resources Council. Alternatively, enrollments in the best case scenario may allow for additional investments in the future.

### **Uses (Expenditures)**

#### **COVID-19 Response Activities**

The FY21-23 budget recommendation includes a placeholder amount for COVID-19 response activities, based on tracking and projections through Western's Incident Management. Actual expenses will vary depending on operational models, state and federal guidance, and continued evolution of the response based on new information. Examples of these activities include increased cleaning, adjustments to classroom spaces, and preventative testing.

### **State and Contractually Determined Items**

#### **Compensation**

At the time of writing, FY22 compensation increases for faculty and pro-staff are not yet determined and faculty bargaining is in progress. Funding was provided in the state appropriation to support increases for employees who did not receive a general wage increase in FY21. This budget includes a placeholder amount for general increases for pro-staff and faculty, as well as the years-in-position and compression/inversion increases for pro-staff, built into the starting point. Actual increases will be the result of collective bargaining and pro-staff guidelines.

Adjustments are also included to keep pace with minimum wage increases where applicable, to respond to changes to overtime eligibility in some exempt staff positions, and to incorporate changes to state benefit rate calculations.

#### **Advancing Inclusive Success**

As a result of Western's Advancing Inclusive Success decision package proposal to the state, we received partial funding from the state for the three core areas of the proposal:

- Ethnic Studies Curriculum (\$562,000 in FY22/\$1,016,000 total for the biennium in recurring funding),
- Student Support Services (\$494,000 in FY22/\$1,042,000 total for the biennium in recurring funding), and
- Graduate Assistant Stipends (\$150,000 per year recurring funding/\$300,000 total for the biennium).

#### **Bilingual Educator Programs**

The state operating budget includes funding for Western to deliver bilingual educator programs in South King County (\$530,000 per year recurring funding/\$1,060,000 total for the biennium).

#### **Diversity in Higher Education (SB 5227)**

The biennial budget includes \$506,000 total (\$353,000 in FY22) for implementation of SB 5227 – requiring Diversity, Equity and Inclusion training for faculty, students and staff and conducting a campus climate survey and listening sessions.

#### **Veterans' Mental Health Counselor**

The state budget provides \$48,000 per year beginning in FY22 to fund a Veteran's Mental Health Counselor.



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### Outdoor School Study

One-time funding of \$90,000 is included in FY23 for Western's Center for Economic and Business Research to assess the feasibility and benefits of expanding outdoor school programs to equitably serve all fifth and sixth grade students statewide.

## **New Investments- WWU Policy Decisions**

### CBE Equity, Inclusion and Diversity Initiative

This investment funds a staff position, student advocates, and startup costs to open a Student Success Center that would benefit all CBE students but particularly underrepresented and first-generation students. One-time funding (\$67,836) is included in the FY22 budget, with planned recurring funding (\$69,203) beginning in FY23.

### ITS Software and Maintenance Funding

The university has contractual maintenance cost increases for the next two years in costs for important software packages licensed by the University, including Microsoft Office, Canvas, Banner, and Qualtrics. The FY22 recommendation includes \$167,160 in recurring funding, with a planned incremental increase of \$169,891 in FY23.

### ITS Staffing Alignment

This item partially funds an internal request and supports project manager positions currently on project funds from Banner9 implementation, ensuring this necessary capacity is retained. One-time funding of \$250,000 in FY22 is planned to become recurring beginning in FY23.

### Honors Program/College Stabilization

This proposal, which is recommended for partial funding, would stabilize the recurring funding source so the Honors program can continue at its current size (nearly double its funded size), with \$250,000 per year beginning in FY22.

### Comprehensive Internationalization- Institute for Global Engagement

This proposal, which is recommended for partial funding, would provide funding for a critical staff position in the Institute for Global Engagement that has not had recurring funding previously. One-time funding of \$70,000 in FY22 is planned to convert to recurring funding beginning in FY23.

### TA Stipends Funding

The University recognizes the need to increase stipend rates for graduate student Teaching Assistants to reduce structural barriers to accessing graduate education. This increase in recurring funding (\$141,469 in FY22 and an incremental increase of \$101,643 in FY23) is part of a multi-year incremental approach to bringing the stipend rate in strategic alignment with our goals, in combination with state funding of \$150,000 per year beginning in FY22. Together, the state and internal funding total \$291,469 in FY22.

### Expansion of Academic First Year Programs

This item funds \$14,298 per year (one-time in FY22, recurring beginning in FY23) for an increase in the number of first-year seminars Western offers to help improve retention.

### WCE Program Staff for Diversity, Recruitment, and Retention

One-time funding of \$57,920 in FY22 and a planned recurring investment of \$59,292 beginning in FY23 is included for a staff position to support recruitment and retention efforts in Woodring College of Education in support of students of color.

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Aligning Western Libraries Resource Access Budget with Subscription Inflation

Recurring funding of \$131,291 beginning in FY23 to manage the resource access budget with no net reductions in subscriptions to journals and other materials through the biennium, following the long-term plan articulated in the proposal.

Office of Equity

Recurring funding (\$124,548 in FY22, increasing to \$249,096 in FY23) is included to fund a Chief Diversity Officer position as a member of the President's cabinet and support coordination of Diversity, Equity, and Inclusion efforts across Western.

BFA Risk and Compliance Analyst

One-time funding in FY22 and planned recurring funding beginning in FY23 is included to fund the remaining portion of the Risk and Compliance Analyst and operational expenses (\$78,000 per year).

Centralized Marketing and Web Tech

One-time funding in FY22 and planned recurring funding beginning in FY23 is included to fund positions in University Relations and Marketing in support of university recruitment efforts (\$196,961 per year), moving existing positions on to base funding.

Recruitment and Marketing

Investments in recruitment and marketing spend have previously been made on a non-recurring basis. This budget recommendation maintains that funding level (\$250,000 per year) as a recurring investment beginning in the FY23 plan.

Community Anti-Racist Transformation & Wellness Program

This recommendation continues funding for the second year of a two-year program including anti-racism and anti-Black racism workshops for faculty, and wellness programming for employees who identify as Black, Indigenous, and People of Color (\$135,444 in FY22 one-time funding).

Internally funded items recommended and decided prior to May 2021

- Academic Affairs Bridge Funding  
Our FY21-23 budget includes \$1,000,000 of institutional funding each year in FY22 and FY23 to bridge the preexisting deficit in Academic Affairs as a non-recurring investment, providing more time to gradually bring the budget and operational expenses into alignment.
- Outreach and Continuing Education Gap Funding  
In order to address budget gaps in Outreach and Continuing Education resulting from historical state and institution level funding approaches, this recommendation includes \$750,000 in one-time funding to address past shortfalls on state support programs in Everett and maintenance and operational expenses at the Sea Discovery Center, and \$250,000 per year in recurring funding to address a recurring gap in Everett due to the lack of state increases on the contract portion of the program beginning in FY22.
- Federal Work Study Match  
This funding (\$85,000 per year beginning in FY22) addresses a gap in matching funds related to the Federal Work Study program that if unmet would jeopardize the federal funding and reduce resources for students.

**Western Washington University, Projection of State-Funded Operating Budget**

**Biennial Budget Recommendation, 2021-23**

**Scenario:**

**C**

	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
<b>Beginning Institutional Reserves Balance</b>	\$21,176,887	\$21,176,887	\$21,176,887	\$18,677,128	\$15,661,628
<b>Revenues</b>	\$190,880,888	\$200,532,219	\$198,794,429	\$194,503,518	\$197,609,909
Tuition	\$87,946,230	\$87,927,986	\$91,022,539	\$93,890,825	\$96,854,505
State Appropriations	\$91,477,000	\$94,232,000	\$95,761,000	\$95,761,000	\$95,761,000
Administrative Services Assessment	\$2,997,351	\$3,761,676	\$4,713,334	\$4,851,693	\$4,994,404
Stimulus (placeholder only)	\$8,460,307	\$14,610,557	\$7,297,555	\$0	\$0
<b>Expenditures</b>	\$190,880,888	\$200,532,219	\$201,294,187	\$197,519,019	\$197,469,316
Recurring Base Budget (Including Recurring Additions/Reductions)	\$190,984,009	\$196,778,308	\$200,631,075	\$200,631,075	\$200,631,075
Budget Reductions or New Revenues (TBD) to Balance Recurring Budget	(\$5,278,121)	\$0	(\$1,336,888)	(\$3,112,056)	(\$3,161,759)
One-time Investments	\$2,175,000	\$2,753,912	\$1,000,000	\$0	\$0
COVID Response	\$3,000,000	\$1,000,000	\$1,000,000	\$0	\$0
<b>Annual Net Income/(Deficit)</b>	\$0	\$0	(\$2,499,758)	(\$3,015,500)	\$140,592
Minus: One-time Reductions	(\$5,278,121)	\$0	\$0	\$0	\$0
Minus: One-time Revenues (Stimulus)	(\$8,460,307)	(\$14,610,557)	(\$7,297,555)	\$0	\$0
Plus: One-time Investments and COVID Response Expenditures	\$5,175,000	\$3,753,912	\$2,000,000	\$0	\$0
<b>Recurring Budget Gap</b>	(\$8,563,428)	(\$10,856,646)	(\$7,797,313)	(\$3,015,500)	\$140,592
<b>Reserves</b>					
Ending Divisional Reserves Balance	\$1,098,227	\$1,098,227	\$1,098,227	\$1,098,228	\$1,098,229
Ending Institutional Reserves Balance	\$21,176,887	\$21,176,887	\$18,677,128	\$15,661,628	\$15,802,220
Outstanding Institutional Commitments	(\$1,613,823)	(\$1,613,823)	(\$1,613,823)	(\$1,613,822)	(\$1,613,821)
<b>Ending Uncommitted Institutional Reserves Balance</b>	\$19,563,064	\$19,563,064	\$17,063,305	\$14,047,806	\$14,188,399
<b>Ending Uncommitted Institutional Reserves Balance as % of Budgeted Revenue</b>	10.7%	10.5%	8.9%	7.2%	7.2%
<b>Estimated Enrollment, Headcount Fall Qtr:</b>					
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Resident Undergraduate	12,830	12,381	12,500	12,875	13,261
Nonresident Undergraduate	1,580	1,589	1,600	1,664	1,730
Resident Graduate	622	660	670	670	670
Nonresident Graduate	165	180	185	185	185
<b>Total</b>	<b>15,197</b>	<b>14,810</b>	<b>14,954</b>	<b>15,393</b>	<b>15,846</b>

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Western Washington University, Projection of State-Funded Operating Budget					
Biennial Budget Recommendation, 2021-23		Scenario:		A	
	FY21	FY22	FY23	FY24	FY25
<b>Beginning Institutional Reserves Balance</b>	\$21,176,887	\$21,176,887	\$21,176,887	\$17,113,143	\$14,977,611
<b>Revenues</b>	\$190,880,888	\$202,324,219	\$191,882,891	\$191,598,015	\$194,622,546
Tuition	\$87,946,230	\$86,188,893	\$88,900,983	\$91,710,251	\$94,613,269
State Appropriations	\$91,477,000	\$94,232,000	\$95,761,000	\$95,761,000	\$95,761,000
Administrative Services Assessment	\$2,997,351	\$3,207,166	\$4,008,957	\$4,126,764	\$4,248,277
Stimulus (placeholder only)	\$8,460,307	\$18,696,161	\$3,211,951	\$0	\$0
<b>Expenditures</b>	\$190,880,888	\$202,324,219	\$195,946,635	\$193,733,546	\$194,403,153
Recurring Base Budget (Including Recurring Additions/Reductions)	\$190,984,009	\$196,778,308	\$200,631,075	\$200,631,075	\$200,631,075
Budget Reductions or New Revenues (TBD) to Balance Recurring Budget	(\$5,278,121)	\$0	(\$6,684,440)	(\$6,897,529)	(\$6,227,921)
One-time Investments	\$2,175,000	\$3,545,912	\$1,000,000	\$0	\$0
COVID Response	\$3,000,000	\$2,000,000	\$1,000,000	\$0	\$0
<b>Annual Net Income/(Deficit)</b>	\$0	\$0	(\$4,063,743)	(\$2,135,532)	\$219,392
Minus: One-time Reductions	(\$5,278,121)	\$0	\$0	\$0	\$0
Minus: One-time Revenues (Stimulus)	(\$8,460,307)	(\$18,696,161)	(\$3,211,951)	\$0	\$0
Plus: One-time Investments and COVID Response Expenditures	\$5,175,000	\$5,545,912	\$2,000,000	\$0	\$0
<b>Recurring Budget Gap</b>	(\$8,563,428)	(\$13,150,249)	(\$5,275,695)	(\$2,135,532)	\$219,392
<b>Reserves</b>					
Ending Divisional Reserves Balance	\$1,098,227	\$1,098,227	\$1,098,227	\$1,098,228	\$1,098,229
Ending Institutional Reserves Balance	\$21,176,887	\$21,176,887	\$17,113,143	\$14,977,611	\$15,197,004
Outstanding Institutional Commitments	(\$1,613,823)	(\$1,613,823)	(\$1,613,823)	(\$1,613,822)	(\$1,613,821)
<b>Ending Uncommitted Institutional Reserves Balance</b>	\$19,563,064	\$19,563,064	\$15,499,320	\$13,363,789	\$13,583,183
Ending Uncommitted Institutional Reserves Balance as % of Budgeted Revenue	10.7%	10.7%	8.2%	7.0%	7.0%
<b>Estimated Enrollment, Headcount Fall Qtr:</b>					
	FY21	FY22	FY23	FY24	FY25
Resident Undergraduate	12,830	12,167	12,100	12,463	12,837
Nonresident Undergraduate	1,580	1,520	1,550	1,612	1,677
Resident Graduate	622	642	642	642	642
Nonresident Graduate	165	171	171	171	171
<b>Total</b>	<b>15,197</b>	<b>14,500</b>	<b>14,464</b>	<b>14,889</b>	<b>15,327</b>

June 11, 2021

<b>Western Washington University, Projection of State-Funded Operating Budget</b>					
<b>Biennial Budget Recommendation, 2021-23</b>		<b>Scenario:</b>		<b>B</b>	
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
<b>Beginning Institutional Reserves Balance</b>	<b>\$21,176,887</b>	<b>\$21,176,887</b>	<b>\$21,176,887</b>	<b>\$21,176,887</b>	<b>\$19,142,524</b>
<b>Revenues</b>	<b>\$190,880,888</b>	<b>\$200,532,219</b>	<b>\$202,631,075</b>	<b>\$198,596,712</b>	<b>\$201,836,254</b>
Tuition	\$87,946,230	\$90,265,113	\$94,987,024	\$97,984,019	\$101,080,846
State Appropriations	\$91,477,000	\$94,232,000	\$95,761,000	\$95,761,000	\$95,761,000
Administrative Services Assessment	\$2,997,351	\$3,761,676	\$4,713,334	\$4,851,692	\$4,994,408
Stimulus (placeholder only)	\$8,460,307	\$12,273,430	\$7,169,717	\$0	\$0
<b>Expenditures</b>	<b>\$190,880,888</b>	<b>\$200,532,219</b>	<b>\$202,631,075</b>	<b>\$200,631,075</b>	<b>\$200,631,075</b>
Recurring Base Budget (Including Recurring Additions/Reductions)	\$190,984,009	\$196,778,308	\$200,631,075	\$200,631,075	\$200,631,075
Budget Reductions or New Revenues (TBD) to Balance Recurring Budget	(\$5,278,121)	\$0	\$0	\$0	\$0
One-time Investments	\$2,175,000	\$2,753,912	\$1,000,000	\$0	\$0
COVID Response	\$3,000,000	\$1,000,000	\$1,000,000	\$0	\$0
<b>Annual Net Income/(Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$2,034,363)</b>	<b>\$1,205,179</b>
Minus: One-time Reductions	(\$5,278,121)	\$0	\$0	\$0	\$0
Minus: One-time Revenues (Stimulus)	(\$8,460,307)	(\$12,273,430)	(\$7,169,717)	\$0	\$0
Plus: One-time Investments and COVID Response Expenditures	\$5,175,000	\$3,753,912	\$2,000,000	\$0	\$0
<b>Recurring Budget Gap</b>	<b>(\$8,563,428)</b>	<b>(\$8,519,519)</b>	<b>(\$5,169,717)</b>	<b>(\$2,034,363)</b>	<b>\$1,205,179</b>
<b>Reserves</b>					
Ending Divisional Reserves Balance	\$1,098,227	\$1,098,227	\$1,098,227	\$1,098,228	\$1,098,229
Ending Institutional Reserves Balance	\$21,176,887	\$21,176,887	\$21,176,887	\$19,142,524	\$20,347,703
Outstanding Institutional Commitments	(\$1,613,823)	(\$1,613,823)	(\$1,613,823)	(\$1,613,822)	(\$1,613,821)
<b>Ending Uncommitted Institutional Reserves Balance</b>	<b>\$19,563,064</b>	<b>\$19,563,064</b>	<b>\$19,563,064</b>	<b>\$17,528,702</b>	<b>\$18,733,882</b>
Ending Uncommitted Institutional Reserves Balance as % of Budgeted Revenue	10.7%	10.4%	10.0%	8.8%	9.3%
<b>Estimated Enrollment, Headcount Fall Qtr:</b>					
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Resident Undergraduate	12,830	12,700	12,900	13,287	13,686
Nonresident Undergraduate	1,580	1,620	1,700	1,767	1,838
Resident Graduate	622	690	700	700	700
Nonresident Graduate	165	190	200	200	200
<b>Total</b>	<b>15,197</b>	<b>15,199</b>	<b>15,500</b>	<b>15,955</b>	<b>16,424</b>

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Vice President Van Den Hul

**DATE:** June 11, 2021

**SUBJECT:** Approval of 2021-2023 Capital Budget

**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Accept the 2021-2023 Capital Budget, Substitute House Bill 1080, and approve total project budgets for Electrical Engineering and Computer Science, Student Development and Success Center – predesign, and Coast Salish Longhouse.

## **Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, accept the 2021-2023 Capital Budget totaling \$70,104,000 in appropriations, and approve the distribution by major categories in accordance with Link A below.

Further, MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the total project budgets for: **Electrical Engineering and Computer Science** (\$72.01 million), consisting of State Capital appropriations (\$53 million) and non-state funding (\$19.01 million); **Student Development and Success Center – predesign** (\$300,000), consisting of State Capital appropriations (\$225,000) and non-state funding (\$75,000); and the **Coast Salish Longhouse** (\$4.95 million), consisting of State Capital appropriations (\$4.5 million) and non-state funding (\$450,000).

## **Supporting Information:**

In September 2020, Western Washington University (Western) submitted a state capital budget request of \$102,289,000 of new appropriations. In May 2021, under Substitute House Bill 1080 (SHB 1080), Western received \$70,104,000 in new appropriations, of which the State Building Construction Account (general obligation bonds) provides \$58,000,000 and Local Funds provide \$11,654,000. Local funds are generated from the Normal School Fund (timber sales) and the portion of tuition and fees dedicated to construction. Link A listed below compares Western's 2021-2023 capital budget request, Governor Inslee's proposed budget, the House and Senate proposed Budgets, and the final budget. Link A also provides the breakdown between bonds, local funds, and grant funding in each budget. The following is a summary of the projects included, and the associated funding, in the 2021-2023 Capital Budget:

- **Electrical Engineering and Computer Science** - \$51 million
- **Minor Works – Preservation** - \$4.8 million
- **2021-2023 Classroom and Lab Upgrades** - \$2.5 million
- **Student Development and Success Center (predesign)** - \$225,000
- **Coast Salish Longhouse** - \$4.5 million
- **Minor Works – Program** - \$1 million
- **Access Control** - \$2.015 million
- **Heating System Conversion Feasibility Study** - \$450,000 in grant funding
- **Preventive Facility Maintenance and Building System Repairs** - \$3.614 million

Collectively, the projects included in SHB 1080 will address Western’s most urgent capital needs by 1) meeting current and future demand in the programs of computer science and electrical engineering; 2) improving Western’s existing assets to extend useful life and improve functionality; and 3) promoting inclusivity, student support, and educational outreach. Additionally, most of these projects will increase resilience and adaptability at Western by providing the technology and flexible space needed to pivot quickly as new challenges, such as the COVID-pandemic, arise. All of these projects will help stimulate the regional economy by employing multiple contractors, suppliers, and consultants.

In addition to the funding received in the 2021-2023 Capital Budget, the Electrical Engineering and Computer Science (EE/CS) and Coast Salish Longhouse (Longhouse) projects require non-state funding in the form of private donations to complete the projects. The Student Development and Success Center (SDSC) project requires institutional funding in order to complete the predesign.

This item is seeking Board of Trustees approval of the total project budgets for EE/CS, Longhouse, and the SDSC based on the funding plan identified in the following table:

PROJECT	Capital Budget Appropriations		Non-State Funding		TOTAL
	2019-2021	2021-2023	Private	Institutional	
EE/CS	\$2,000,000	\$51,000,000	\$19,010,000		\$72,010,000
Longhouse		\$4,500,000	\$450,000		\$4,950,000
SDSC		\$225,000		\$75,000	\$300,000

**Links:**

- A. Budget Comparison worksheet that compares Western’s capital request to the Governor’s Budget and the various Legislative budgets (also includes breakdown between bonds, local funds, and grant funding in each budget):  
<https://cpd.wvu.edu/files/2021-04/20212023%20Capital%20Budget%20Comparison%20%28April%202021%29.pdf>
- B. Project Proposals and 2021-2031 (ten-year) Capital Plan that were submitted to the State: <https://cpd.wvu.edu/2021-23-capital-budget-request>.

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa on behalf of Vice President, Melynda Huskey  
**DATE:** June 11, 2021  
**SUBJECT:** Approval of Housing & Dining Rates and Rate Restructure  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

To obtain approval from the Board for increases in rate for Housing and Dining room and board for 2021-2022.

**Proposed Motion:**

**MOVED**, that the Board of Trustees of Western Washington University, upon recommendation of the University President, approve the Housing and Dining rates and rate restructure as proposed. The 2021-2022 proposed rates call for:

- 1) A 4.5 percent increase in the base residence hall room and board rates and Birnam Wood apartment rental rates.
- 2) Suspending the room component price increase for all triple rooms for 2021-22.
- 3) The institution of a three-tier room pricing model.
  - a. The room component of all mid-tier rooms will be established at 5 percent higher than the room component of the base-tier rooms.
  - b. The room component of all top-tier rooms will be established at 9 percent higher than the room component of the mid-tier rooms.

**Management's Comments:**

As the University gradually moves towards a more normal academic year, the Housing & Dining System is looking to the future with hope and optimism. Occupancy plans for Fall 2021 are nimble enough to address potential pent-up demand as well as current housing demand, and to respond quickly should health concerns warrant. Operational plans for Fiscal 2022 are designed to move the System forward on elements of the long-term plans that were delayed by the pandemic.

Fall 2021 will see the opening of the 400-student Alma Clark Glass Hall, named after WWU's first African American student, and our first new hall in more than a decade. The beds will serve as a standard for our future on-campus housing and allow for needed surge space for pending major renovations, facility removals, and additions. The opening adds approximately 265 net beds to the system, after accounting for the removal of Highland Hall on the building site. The recent Housing & Dining Development Assessment (Ayers Saint Gross) identified a number of much-needed renovations in other halls, and the proposed budget highlights funds to begin to position the System to accomplish these projects.

Our peer institutions offer differential pricing based on room amenities and/or age of facility. WWU has retained a long-standing approach of room rates varying only by occupancy (single/double/triple), even though some rooms clearly offer wide variation in amenities (suites,



bathrooms, kitchenettes, etc.) While students have supported this approach in the past, we think that offering a simple tiered rate structure, we can offer a broader continuum of pricing that maintains greater affordability at the lower amenity level, even as our fiscal situation requires continued rate increases for the system as a whole. See the Comparable Plan chart in the attached materials for more detail.

Much discussion has surrounded the proposed rate structure. The proposed 4.5% rate increase consists of components to address inflation, the recent impact to System fund balances, and the need to address the identified renovation projects. For example, refunding two years of the System's principal and interest payments provides much-needed relief for FY2021 and 2022, but will result in an additional burden beginning in 2023 to repay that new debt. In addition, the recommended institution of a tiered rate system allows for more gradations of room and meal choice and allows greater flexibility for residents to select the options that best fit their circumstances. Student support for the price increases has been mixed; however, student input throughout the process has been extremely valuable in shaping the tiered system and in offering insights as to how the pricing may evolve in the near term.

The attached presentation to student constituents contains important additional information about the rate increase, differential pricing and System budget planning.

**Attachment: Housing & Dining System 2021-2022 Proposed Rates**

**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM  
2021-2022 PROPOSED RATES  
Information shared with Student Leadership  
March 3, 2021**

**Introduction**

The attached rate increase, budget and supporting documentation represents recommendations for fiscal year 2021-22 for the Housing & Dining System (the System) which consists of University Residences, Dining Services and the facilities & operations components of the Viking Union. This budget and rate proposal responsibly approaches inflationary and recharge pressures, maintains the functions of Western's quality residential program, and allows the System to begin to recover from the FY2020 and 2021 financial disruptions as needed capital investments loom. Major influence for planning came from the standards and expectations outlined in the Principles for the Housing & Dining System and the plans outlined in the ASG/JLL Housing & Dining System Development Assessment, which received staff and student input. This recommended budget meets those standards of necessary reserve fund balances, planned major maintenance, debt service coverage, and capital planning.

**Summary:**

The recommended housing base rate increase discussed with residential student advisory groups is an aggregate of 4.5%. Ongoing residential student leadership input will be incorporated into the proposed rate increase that will be presented to the Board of Trustees at its June 11, meeting.

**Planning considerations and Assumptions:**

Occupancy: The pandemic has introduced significant uncertainty in WWU enrollment and on-campus housing planning. University Residences plans to open at 75% - 80% of operating occupancy (3,366 beds out of 4,372) assigning most rooms at their designed capacity. Sufficient space will be allocated for isolation and quarantine housing. As with recent quarters, occupancy will be revised as needed to accommodate State and local health guidelines by managing room closures and occupancy shaping.

Differential Pricing: For 40+ years Western has priced its residence hall double rooms at the same price regardless of building age, amenities, views, etc. Based on recommendations from the System's development assessment consultant, and recognition of the national norms for room pricing, beginning FY2022 WWU will move to a three-tiered pricing model. 65% of residence hall beds will be at the lowest price tier while the 19% of spaces at the middle tier will receive a 5% rate premium and the 17% of rooms at the top level will receive an additional 9% rate premium above that. The differentiating criteria is in-suite kitchen availability and general bathroom density. Examples of middle-tier rooms are most of the rooms in Alma Clark Glass, Edens, and Higginson Halls. Examples of top-tier rooms are in Buchanan Towers and Buchanan Towers East. See more information on differential pricing further in this document.

Affordability & Choice: Student input encourages the consideration of affordable living spaces. To that end triple rooms at the base pricing tier will be priced at the same rate as the current year; they will not be assessed a rate increase to the room component. Choices of room and meal plan combinations will increase: From 20 in FY2021 to 60 in FY2022. While bathrooms and in-suite kitchens are the primary determinants of the tiered pricing, there are many options at the base tier that are attractive to a wide number of students such as bay views, vaulted ceilings, balconies, bay windows, etc.

System Financial Health: As with all public housing & dining systems, WWU's 2020 and 2021 financial health has been significantly impacted. No federal CARES or state GEER funds were applied to System operations in FY2020; discussions surrounding the use of those funds in FY2021 are in process. Deferral of FY2021 and FY2022 debt service payments has created much-needed expenditure relief but will result in an additional 10-year repayment burden beginning FY2023. Capital renovations recommended in the ASG/JLL study were slowed. The proposed rates and consultant-recommended differential pricing model will help move the System to a place where the larger renovations can commence as quickly as practicable.

#### **Proposed Rate Increases:**

The proposed **base rate** increase for all residential hall rooms (except triple rooms) with meal plan and the Birnam Wood apartments is an aggregate of **4.5%**.

Impact of the **base rate** Increase:

- Residence Halls (Room & Board): At a 4.5% increase, a base tier double room with 125 Meal Plan increases \$62/month or \$561 for the academic year.
- Birnam Wood (shared Room): a 4.5% increase equates to an increase of \$21/month or \$186 for the academic year.

In addition to the base rate increase, examples of the **differential pricing** on the residence hall **room** component are:

- Mid-tier rooms will receive a 5% premium above base tier prices. A mid-tier double room is an additional \$430 per year (\$48 per month).
- Top-tier rooms will receive a 9% premium above the mid-tier rate. A top-tier double room, is an additional \$1,242 (\$138 per month) above the base tier.

#### **Proposed Revenue & Expenditure Details:**

The following comments and figures pertaining to 2021-22 are in comparison to the 2020-21 proposed budget and rates presented at the April 2020 Board of Trustees meeting (see included pro-forma statement). Importantly, FY2022 projected revenue and expenditures reflect University Residences operating at 75% – 80% of operating capacity, which makes meaningful direct comparison with the FY2021 projection difficult.

### **Revenue Highlights and Assumptions**

- Overall, the System's budgeted operating revenue decreases \$7.2 million or -13.7% from FY2021's proposed budgeted revenue.
- At this writing firm enrollment projections are not available, but System management believes there is pent-up interest in students returning to campus, and interest from 2020-21 freshmen who deferred their on-campus experience due to the pandemic. Freshmen and new transfers are given priority for on-campus housing.
- In 2020 the WWU-Aramark agreement was renegotiated due to the significant impact of the pandemic on both parties. The August 2021 contract end date was extended two years, and the commission schedule was modified to address FY2020 and 2021 needs.
- Conference revenue assumes almost no summer 2021 conference activity based on preliminary university guidance. June 2022 activity is expected to be near normal.
- Mandatory fee revenues (S&A fee, Building fee, Multicultural Center fee) are planned at 95% based on reasonably optimistic enrollment levels for academic year 2021-22.

### **Operating Expenditures Highlights and Assumptions**

- Budgeted Operating Expenditures are projected to decrease \$1.70 million or -4.8%.
- Wages and Benefits decrease \$306,000 or -4.2% due to University Residences operating at approximately 77% and some unfilled positions. In University Residences and the Viking Union a modest allowance is budgeted in the event there is a cost of living increase from the legislature (still in session at this writing).
- Food service expense increases 0.76% or \$111,000 due to the combination of a 3.76% resident dining rate increase and the contracted sliding scale rate structure which assesses higher daily billing rates as occupancy declines (e.g. when operating at 77% of capacity).
- Utilities: Taken together the various utility expenditures are expected to decrease \$293,000 or -10% due to reduced occupancy.

- Maintenance and repairs decrease \$122,000 or -3.3%. Certain operating work is included in the increase in non-operating maintenance. The estimated recharge rate increase is not finalized, but this item assumes it at 5%.
- The combination of other expenditures and transfers to other departments decrease \$552,000 or -15.4% due to the elimination of intercampus support agreements and reduction of some operating components, such as travel and training, due to budget constraints.

### **Operating Summary:**

The FY2022 operating margin (net revenue/gross revenue) of 24.6% is less than the FY2021 proposed operating margin of 31.7% primarily due to the reduction in scale of on-campus housing to ~77%.

### **Non-Operating Expenditures Highlights and Assumptions**

- Debt service expense decreases due to the System's September 2020 bond refinance which eliminated FY2021 and 2022 debt service payments and deferred them to FY2023-2034.
- Allocations for major repairs and minor renovations increase \$2.7 million or 149% to reestablish much-needed progress on renovations to several building operating systems. These projects were stopped at the end of 2020 due to the pandemic. The recently completed ASG/JLL long-range study of the System capital plan will be reviewed and revised to reflect timing interruptions caused by the pandemic. FY2022 projects include access control enhancements, network upgrades to comply with IT security requirements, and some building infrastructure repairs.
- Reserve funds were used in FY2020 and are expected to be used in FY2021 to help manage the impact of the pandemic and need to be replenished per bond covenant requirements. Transfers to the System's capital reserve fund increase \$1.1 million or 21% due to the temporary reduction in debt service payments.
- Overall, budgeted Non-Operating expenditures and transfers decrease \$5.4 million or -33%.

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM  
PROPOSED OPERATIONS FOR BUDGET YEARS ENDING JUNE 30, 2021 & 2022**

**DRAFT**

	<b>DRAFT BUDGET 2020-21 (pre-Covid) As prepared for BOT</b>	<b>DRAFT BUDGET 2021-22 As of 3/16/21</b>	<b>PERCENT CHANGE</b>	<b>DIFFERENCE BUDGET \$</b>
<b>REVENUES</b>				
Room and Board Payments	\$42,774,000	\$37,711,235	-11.84% 2	(\$5,062,765)
Room and Board Fees and Penalties	223,500	210,000	-6.04% 3	(13,500)
Investment Income	96,000	53,000	-44.79%	(43,000)
Housing Rentals	145,850	163,250	11.93%	17,400
Conferences	687,099	50,769	-92.61% 4	(636,330)
Commissions	3,338,800	2,008,000	-39.86% 5	(1,330,800)
Viking Union Programs & Services	411,212	437,515	6.40% 6	26,303
S & A Fee Distribution	1,310,477	1,272,325	-2.91% 6	(38,152)
VU Building Fee & Multicultural Center Fee	3,250,307	3,190,253	-1.85% 6	(60,054)
Other	10,650	0	-100.00%	(10,650)
<b>Total Revenues</b>	<b>\$52,247,895</b>	<b>\$45,096,347</b>	<b>-13.69%</b>	<b>(\$7,151,548)</b>
<b>OPERATING EXPENDITURES</b>				
Salaries & Benefits	\$7,251,052	\$6,944,702	-4.22% 7	(\$306,350)
Food Service	14,647,205	14,758,181	0.76% 8	\$110,976
Communications	233,300	185,865	-20.33%	(\$47,435)
Electricity	772,283	671,575	-13.04% 9	(\$100,708)
Heat	931,680	840,240	-9.81% 9	(\$91,440)
Water/Sewer	608,280	548,572	-9.82% 9	(\$59,708)
Refuse Disposal/Recycling	382,665	354,583	-7.34% 9	(\$28,082)
Television Cable	143,225	130,225	-9.08%	(\$13,000)
Maintenance & Repairs	3,686,392	3,564,719	-3.30% 10	(\$121,673)
Operating Supplies	317,434	319,667	0.70%	\$2,233
Equipment	343,744	296,006	-13.89%	(\$47,738)
Insurance	511,706	625,706	22.28%	\$114,000
Rentals and Operating Leases	286,126	31,263	-89.07%	(\$254,863)
Administrative Services Assessment (ASA)	2,005,284	1,705,184	-14.97% 11	(\$300,100)
Student Services Support and Service Agrmts	2,380,000	2,176,744	-8.54% 12	(\$203,256)
Other Expenditures	1,203,763	854,783	-28.99% 13	(\$348,980)
<b>Total Operating Expenditures</b>	<b>\$35,704,139</b>	<b>\$34,008,015</b>	<b>-4.75%</b>	<b>(\$1,696,124)</b>
<b>NON-OPERATING EXPENDITURES/TRANSFERS</b>				
Bond Debt Service	\$9,302,044	\$0	-100.00% 14	(\$9,302,044)
R&R/ Minor Cap./Public Works Projects	1,826,800	4,550,000	149.07% 15	2,723,200
Other Transfers	0	0	0.00%	0
Capital plan projects: Expensed or transferred	5,414,912	6,538,332	20.75% 16	1,123,420
<b>Total Non-Operating Expenditures</b>	<b>\$16,543,756</b>	<b>\$11,088,332</b>	<b>-32.98%</b>	<b>(\$5,455,424)</b>
<b>Total Expenditures</b>	<b>\$52,247,895</b>	<b>\$45,096,347</b>	<b>-13.69%</b>	<b>(\$7,151,548)</b>
<b>EXCESS (DEFICIT) OF REV OVER EXP</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0.00%</b>	<b>\$ (1)</b>

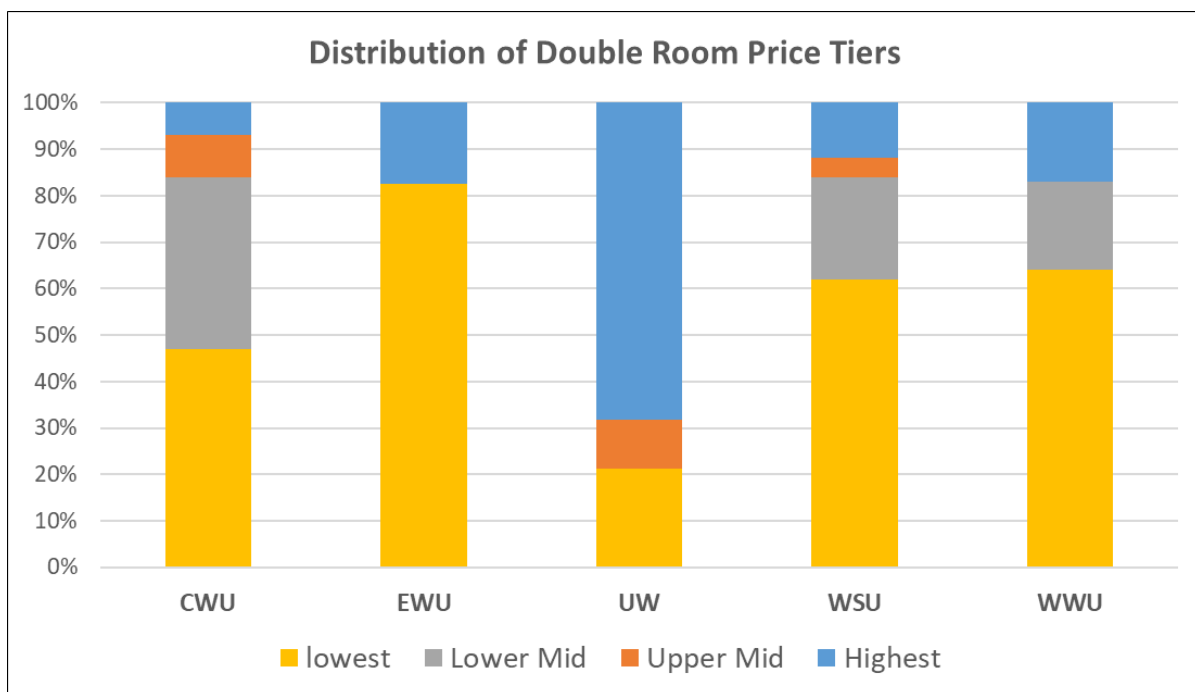
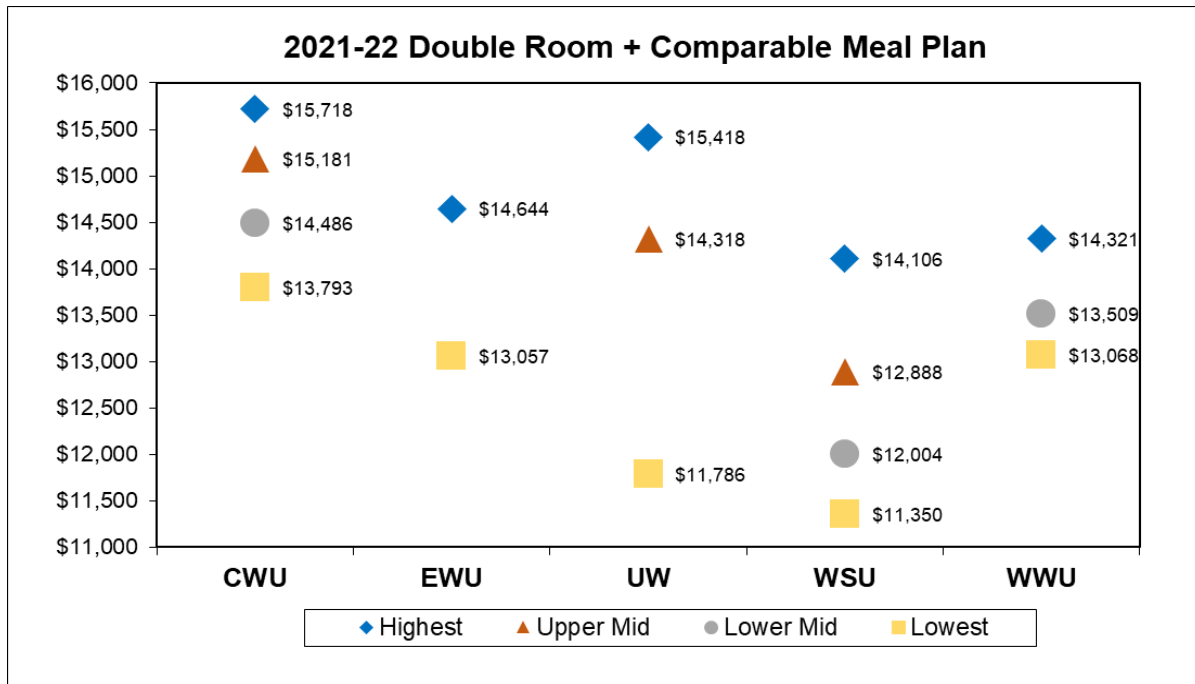
SEE NEXT PAGE FOR FOOTNOTE EXPLANATIONS

## FOOTNOTES TO THE ATTACHED 2021-22 HOUSING & DINING SYSTEM PROPOSED BUDGET

- (1) The 2021-22 Budget, middle column, is shown to compare with the 2020-21 proposed budget presented at the April 2020 Trustees meeting. After Fall 2020 opening, significant adjustments were made based on a material reduction in System operations due to the Covid pandemic.
- (2) Room & Board rate increase is proposed here at a 4.5% aggregate. System housing capacity and resultant occupancy for FY2022 is budgeted at 77% to allow for Covid-related occupancy impacts and isolation & quarantine spaces. FY2022 is the first year of a three-tier rate system for all room types. See narrative for more detail. The base rate for triple rooms is not increased over FY2021.
- (3) No increase in underlying fee/penalty rates. Line item increase due to adjusting expected actuals.
- (4) The 2021 summer conference season is considered cancelled. Revenue shown is estimated for June 2022 and incorporates a 3% increase to room rates.
- (5) Due to the impact of the pandemic on dining operations the WWU-Aramark agreement was amended to both reflect the two-year contract extension and a revision of the commission schedule.
- (6) Viking Union revenue is a preliminary estimate based on full fall opening. S&A Fee, Building Fee, Multicultural Center Fee are shown at approximately 95%. There is no increase to those three fees.
- (7) FY2022 FTE wage increase incorporates small allocation for COLA (WA State Legislature has not finished its deliberations). Minimum wage increase of 2.8% per state requirements. URES fills one vacancy in facilities support and adds one new position in occupancy management and a temporary project position in technology support.
- (8) The Food Service expense category includes residential dining, catering, conference dining and departmental food costs. Residential dining rate increase shown at 3.76%
- (9) Utility reductions due to impact of reduced on-campus occupancy.
- (10) Increase reflects slight planned budget reduction due to fiscal constraints. Recharge rate increase estimated at 5%.
- (11) Reduction in Admin. Services Assessment (ASA) due to decrease in estimated gross revenue. Assessment rate for both years is 5.775%
- (12) Support agreements for several Enrollment & Student Services and Business & Financial Affairs departments curtailed indefinitely due to System financial exigencies.
- (13) This category includes expenditures for: Student activities, audit, consultants and client services, training, travel, printing & copies, laundry, and other.
- (14) In September 2020 bonds were issued to defer the FY21 and FY22 debt service payments until FY2023 - FY2034. This provided much needed expense relief for the System.
- (15) Increased allocation due to work on deferred projects re-initiated after FY20 and FY21 curtailments from Covid revenue shortfall
- (16) The "Transfer for Capital Plan Support" is an allocation representing operating, non-operating, Building Fee, and Multicultural Center fee funds to be placed into the System's renewal & replacement reserve fund for additions to and significant renovations of University Residences and Viking Union facilities.

## Differential Pricing

All residence hall room types in the mid-tier and top-tier pricing categories will receive a 5% plus 9% increase respectively on the room component above the proposed combined average overall 4.5% base rate increase. Most rooms in Alma Clark Glass, Edens, and Higginson halls will be at the mid-tier rate while most rooms in BT and BT-East will be at the top tier as will other rooms with in-suite kitchens. The charts below present the estimated pricing for double rooms and comparable meal plan to WWU's 125 plan at some in-state universities. Some campus prices are tentative.

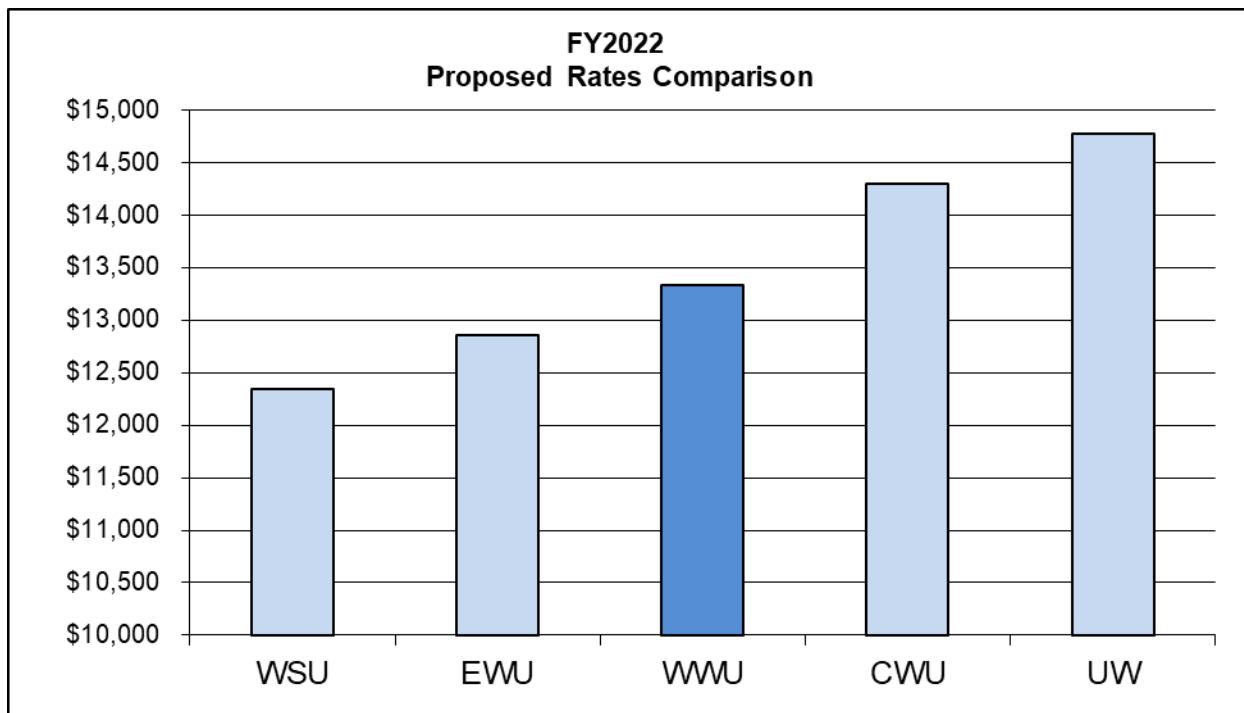




**WASHINGTON PUBLIC UNIVERSITIES (with more than 1,500 on-campus beds)  
RESIDENCE HALL ROOM & BOARD PLAN COSTS  
FY2022 (as of 2/26/21)**

**Weighted Average Double Room Cost with Best-as-Possible Meal Plan Comparison:**

	<b>WSU</b>	<b>EWU</b>	<b>WWU</b>	<b>CWU</b>	<b>UW</b>
	Level 2	Gold	125 Block	"Large"	"Level 4"
On-Campus Capacity	6,296	1,971	4,372	3,210	10,101
Residence Hall Room Pricing Model	New /Renovated rooms priced higher	New /Renovated rooms priced higher	Differential Priced by amenities	New /Renovated rooms priced higher	New /Renovated rooms priced higher
Live on Requirement?	First year students	First year students	None	First year students	None
Type of Meal Plan	Declining Balance	Meals & Points	Meals & Points	Declining Balance	Declining Balance
Elements of the Meal Plan	Equivalent to Approx. 14 meals/w k	Equivalent to 2 to 3 meals per day	Approx 12+ meals/w k + \$668 Points	Equivalent to Approx. 14 meals/w k	Equivalent to 13-15 meals/w k
<b>Weighted Cost of a Double Room and Meals:</b>	<b>\$12,347</b>	<b>\$12,863</b>	<b>\$13,337</b>	<b>\$14,296</b>	<b>\$14,774</b>
Rate of Increase Over 2020-21	per website 0.0%	Proposed -5.5%	Proposed 4.5%	Approved 5%	approved approx 4.75%



**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM**

DRAFT: For Discussion Only

**RECENT HISTORY OF RESIDENCE HALL RATES**

ACADEMIC YEAR	ACADEMIC YEAR RATE with 125 BLOCK PLAN	% OF CHANGE
2016-17	\$10,350	4.00%
2017-18	\$10,971	6.00%
2018-19	\$11,465	4.50%
2019-20	\$12,037	5.00%
2020-21	\$12,519	4.00%
2021-22*	\$13,337 *	4.50%

\* Beginning 2021-22 WWU shifts to a three-tiered pricing model based on certain room attributes. The 4.5% base increase is applied to all rooms. The room & meal plan rate shown here is the weighted average rate of all double room types, which incorporates the additional two tier increases. This makes this first year rate comparison less meaningful. The FY2022 weighted average rate is 6.5% higher than the FY2021 unweighted rate.

**SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2021-2022**

Room & Board Plans: Academic Year (@ 4.5% base increase)	2020-21 Actual	2021-22 Proposed	2021-22 Rate of Change
Double Room with 125 meal plan - Level 1 or Value Rooms	\$12,518	\$13,079	4.5%
Double Room with 125 meal plan - Level 2 or Standard Rooms	\$12,518	\$13,509	7.9%
Double Room with 125 meal plan - Level 3 or Premium Rooms	\$12,518	\$14,321	14.4%
Triple Room with 125 meal plan - Level 1 or Value Rooms	\$10,892	\$11,054	1.5%
Triple Room with 125 meal plan - Level 2 or Standard Rooms	\$10,892	\$11,383	4.5%
Triple Room with 125 meal plan - Level 3 or Premium Rooms	\$10,892	\$12,004	10.2%
<b>Birnam Wood Apartment Rents: Academic Year (4.5% increase)</b>			
Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants)	\$459	\$480	4.5%

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Melynda Huskey Vice President for Enrollment and Student Services

**DATE:** June 11, 2021

**SUBJECT: Extension Request – Emergency Rule  
Chapter 516-21 WAC, Student Conduct Code**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

Request an extension of the emergency rule approved by the Board of Trustees on August 21, 2020 and extended on December 11, 2020 and April 2, 2021 in response to Title IX changes issued by the Office of Civil Rights in May 2020. Immediate changes to the rule were necessary to comply with these new regulations. To remain in compliance, while the permanent rule is under revision, it is requested that the emergency rule be extended.

Permanent rule development timeline:

Campus feedback and review - ongoing through October 2021  
Public hearing and report to President Randhawa in November 2021  
Board of Trustees' review/approval of permanent rule – December 10, 2021

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve an extension of the emergency rule change to chapter 516-21 WAC, Student Conduct Code.

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa by Provost Brent Carbajal  
**DATE:** June 11, 2021  
**SUBJECT:** **Approval of Degrees**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

Board of Trustees responsibility to approve awarding of degrees

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter 2021, effective June 12, 2021.

**Supporting Information:**

Lists on file with the Registrar and Graduate Dean.

<b><u>Students</u></b>	<b><u>June 2021</u></b>	<b><u>Comparison: June 2020</u></b>
<i>Undergraduates</i>	1768	1912
<i>Masters</i>	109	133
<i>Graduate Certificates</i>	15	*** <i>New Graduate Certificates</i>
<i>Professional Doctorate</i>	5	** <i>First degrees in new Clinical Doctorate in Audiology Program</i>

## **Graduate Certificate Programs**

A graduate certificate is a short course of study designed to meet the supplemental educational needs of professionals through graduate-level coursework. Certificates offer specialized training with the goal of enhancing the education of an individual in a specific industry or field without requiring investment in a full master's or doctoral program.

Applicants must have earned at least a bachelor's degree prior to matriculation in a graduate certificate program. Once matriculated in the Graduate School, certificate students may be able to take other WWU courses and access student services, depending on the campus they attend, the number of credits they take per quarter, and the financial model of the certificate. Certificates may be completed in conjunction with a graduate degree program, or they may be pursued independently. Note that certificates pursued independently of a degree may not qualify for financial aid. Courses taken for a graduate certificate may be applied to a related degree, under faculty advisement.

Graduate certificates appear on academic transcripts, and students receive a formal certificate of completion from the university, with the exception of state-awarded credentials such as the Initial Administrator (Principal's Residency) certificate. Minimum credits: 16.

We are awarding the first batches of the Media & Digital Literacy certificate and the Data Science for Environmental Applications certificate.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Provost Brent Carbajal

**DATE:** June 11, 2020

**SUBJECT:** **Academic Report: Tenure Track Faculty Hiring Update**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

This is an opportunity to provide members of the Board of Trustees with an update on the status of the tenure-track faculty searches undertaken during the 2020-21 academic year.

The following spreadsheets show the status of the TT faculty searches per college and other interesting information about Western's new faculty members.

## SUMMARY OF TENURE-TRACK HIRING FOR AY 2021-22

Includes data for finalized offers as of 6/1/2021 (additional recruitments are still in progress)

COLLEGE	ACCEPTED OFFERS	AVERAGE SALARY	AVERAGE BENEFITS	AVERAGE TOTAL COMP.*	AVERAGE STARTUP	TOTAL SALARY	TOTAL BENEFITS	TOTAL COMP.*	TOTAL STARTUP
College of Science and Engineering	4	\$78K	\$23K	\$101K	\$133K	\$310K	\$94K	\$404K	\$534K
Academic Affairs	2	\$84K	\$25K	\$109K	\$70K	\$168K	\$51K	\$219K	\$140K
College of Humanities and Social Sciences	2	\$65K	\$22K	\$86K	\$43K	\$129K	\$43K	\$172K	\$86K
<b>Total</b>	<b>8</b>	<b>\$76K</b>	<b>\$23K</b>	<b>\$99K</b>	<b>\$95K</b>	<b>\$607K</b>	<b>\$188K</b>	<b>\$795K</b>	<b>\$759K</b>

\*Average and Total Compensation do not include initial Startup expenses



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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Provost Brent Carbajal

**DATE:** June 11, 2021

**SUBJECT:** **Year-to-Date Report on Grants and Contracts**

**PURPOSE:** Informational Item

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**Purpose of Submittal:**

Information from the Office of Research and Sponsored Programs concerning grant awards for Fiscal Year 2021, the third quarter period January 1, 2021 - March 31, 2021.

**Supporting Information:**

- Third Quarter (1/1/2021 – 3/31/2021)



Quarterly Report for the 3<sup>rd</sup> Quarter (1/1/2021 – 3/31/2021)

Orgn Title	Initial	Initial Count	Additional	Additional Count	Total
Anthropology Department	\$15,000	1	\$0	0	\$15,000
Biology Department	\$139,111	2	\$0	0	\$139,111
Border Policy Research Institute	\$15,000	1	\$0	0	\$15,000
Chemistry Department	\$727,837	3	\$0	0	\$727,837
Chemistry Department	\$0	0	\$10,000	1	\$10,000
Child Development Center	\$0	0	\$2,710	1	\$2,710
Computer Science Department	\$0	0	\$124,560	2	\$124,560
Computer Science Department	\$16,215	1	\$0	0	\$16,215
Department of Environmental Studies	\$267,860	2	\$0	0	\$267,860
Dept of Environmental Sciences	\$315,430	2	\$0	0	\$315,430
Elementary Education	\$155,754	1	\$0	0	\$155,754
Engineering and Design Department	\$10,000	2	\$0	0	\$10,000
Engineering and Design Department	\$0	0	\$5,700	1	\$5,700
Geology Department	\$0	0	\$95,500	1	\$95,500
Science Math and Technology Ed	\$374,395	3	\$0	0	\$374,395
Shannon Point Marine Center	\$15,915	2	\$0	0	\$15,915
Shannon Point Marine Center	\$0	0	\$9,000	2	\$9,000
Total	\$2,052,517	20	\$247,470	8	\$2,299,987
					\$2,299,987

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa on behalf of Melynda Huskey  
**DATE:** June 11,2021  
**SUBJECT:** **Enrollment Management Summary**  
**PURPOSE:** Information Item

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**I. Enrollment**

No one could have predicted the year we have had. There is still much work to do as we emerge from the pandemic. Our enrollments have suffered; the demographics of the high school population have changed; and the higher education landscape is being recalibrated. We will be back in person for Fall 2021, and there is excitement about all that will bring.

**Spring 2021 Enrollment**

The table below shows several details about total enrollment for spring quarters across recent years. As of census day for Spring 2021, we had a total student count of 13,296. For yet another quarter, we have had a slightly larger decline in enrollment than we would have expected outside of the pandemic.

Of note, we have achieved a record high in the representation of students of color in our total enrolled population every quarter this academic year, with Spring 2021 at an all-time high of 28.4%. Unfortunately, as we saw in Fall 2020 and in Winter 2021, the pandemic continued to depress the enrollment of nonresidents, first generation, and Pell eligible students. Generally, we have seen a drop of about one percentage point among each of those groups since before the pandemic.

(See graph next page)

## Enrollment by Race/Ethnicity - Percent Distribution

### All Students

	Spr 2016	Spr 2017	Spr 2018	Spr 2019	Spr 2020	Spr 2021
Hispanic or Latino Ethnicity	7.7%	8.5%	8.9%	9.5%	10.2%	10.4%
American Indian or Alaska Native	2.3%	2.2%	2.0%	1.9%	1.8%	1.8%
Asian	10.7%	10.6%	10.6%	10.6%	10.8%	11.4%
Black or African American	2.7%	2.6%	2.7%	2.6%	2.6%	3.1%
Native Hawaiian or Other Pacific Isl	0.5%	0.5%	0.4%	0.4%	0.4%	0.4%
White	72.9%	72.3%	71.6%	70.7%	69.9%	68.4%
Two or more races: Other	1.1%	1.1%	1.1%	1.2%	1.2%	1.2%
International	1.1%	1.2%	1.1%	1.2%	1.0%	0.9%
Race and ethnicity unknown	1.2%	1.1%	1.6%	1.8%	2.0%	2.3%
<b>Total</b>	<b>14,145</b>	<b>14,125</b>	<b>14,460</b>	<b>14,558</b>	<b>14,235</b>	<b>13,296</b>
<i>Percent Student of Color</i>	<i>24.9%</i>	<i>25.4%</i>	<i>25.7%</i>	<i>26.3%</i>	<i>27.0%</i>	<i>28.4%</i>
<i>Percent Non-Resident</i>	<i>10.6%</i>	<i>11.3%</i>	<i>11.8%</i>	<i>12.4%</i>	<i>11.4%</i>	<i>11.3%</i>
<i>Percent First Generation</i>	<i>32.7%</i>	<i>32.4%</i>	<i>32.2%</i>	<i>31.4%</i>	<i>30.8%</i>	<i>29.6%</i>
<i>Percent PELL-Eligible</i>	<i>25.8%</i>	<i>24.9%</i>	<i>25.6%</i>	<i>24.4%</i>	<i>23.0%</i>	<i>22.0%</i>

### Summer 2021 Enrollment Outlook

Three weeks out from the start of summer session, we have 3,345 students enrolled in summer classes. Among higher education circles of folks who do summer session planning, there is an expectation of a 10% decline in summer enrollment this year. At present, our student count for summer is down 12.7% from this time last year and down 3.5% from 2019. Importantly, however, our current FTE levels for summer are tracking comparably to—even higher than—2018 and 2019 (though down significantly from 2020).

### Fall 2021 Applications and Recruitment

While comparisons to the prior year are the natural starting point for analysis, clearly Fall 2020 was an anomaly. Thus, we are closely watching both the comparisons to Fall 2020 and to Fall 2019. Application numbers from new first-year students are comparable to Fall 2019. We have taken a more aggressive approach to admitting students, so our offer numbers are significantly up. Confirmations are down by 5.8% from Fall 2019, but up by a sizable margin from last year.

Our overall yield is down, as we transition out of the pandemic, and some of the effects of the pandemic are continuing to be felt and will be for some time. For example, first generation numbers (applications, offers, and confirmations) continue to lag.

Totals as of May 26, 2021

#### New first-year students—Bellingham

	Applied	Admitted	Confirmed
<b>2021</b>	10,479 (↑ 3.2%)	10,071 (↑6.4%)	3,119 (↑17%)
<b>2020</b>	10,150	9,465	2,666
<b>2019</b>	10,481	9,450	3,311

#### New transfers—Bellingham

	<b>Applied</b>	<b>Admitted</b>	<b>Confirmed</b>
<b>2021</b>	1,767 (↓5.6%)	1,439 (↓2.4%)	980 (↑31%)
<b>2020</b>	1,872	1,474	748
<b>2019</b>	1,980	1,625	1,097

#### New transfers—other locations

	<b>Applied</b>	<b>Admitted</b>	<b>Confirmed</b>
<b>2021</b>	203 (↓6%)	104 (↑22.4%)	101 (↑21.7%)
<b>2020</b>	216	85	83
<b>2019</b>	204	114	109

Despite the pandemic, **first-year nonresident** applications, offers, and confirmations are all up. We are building greater brand awareness in out-of-state markets, since the launch of our nonresident digital marketing efforts in October of 2019. This is our first year with digital marketing campaigns running during the entire cycle, serving as an important aid to the work of our admissions team. These efforts are producing results; we have 22% more nonresident first-year students confirmed now than we did at this time for Fall 2019.

#### Nonresident total as of mid-May

	<b>Applied</b> (% change 2019 to 2021)	<b>Admitted</b> (% change 2019 to 2021)	<b>Confirmed</b> (% change 2019 to 2021)
<b>2021</b>	3,063 (↑24%)	2,951 (↑29%)	596 (↑22%)
<b>2020</b>	2,537	2,414	393
<b>2019</b>	2,464	2,280	489

Though having such sizable gains in nonresident numbers at this point is cause for optimism, there is greater risk of losing nonresidents in the later months leading up to the start of the quarter. So, the admissions team will focus special effort on holding those nonresident confirmations during this yield season. Admission counselors and tour guides will deploy a postcard campaign to nonresidents in June. I note this print initiative because printed recruit pieces are in some ways a special add-on in our current recruitment culture. Additionally, we will soon broadcast the re-opening of campus tours starting June 14<sup>th</sup>, with priority registration for those confirmed for the Fall 2021 class, particularly nonresidents.

The **Honors Program** has experienced a banner recruitment year. As noted in prior reports, elite and flagship universities have seen increases in applications this year, with the move by many institutions to test-optional admissions practices. Our Honors Program is benefitting in a way that is parallel to that, and some of the additional benefits of test-optional policies are also being realized. Applications and yield are up. Despite fewer offers, confirmations are higher than expected. Additionally, there are early signs that Honors will have stronger diversity in its cohort in Fall 2021.

#### Honors Program—Applications

	<b>Applied</b>	<b>Admitted</b>	<b>Confirmed</b>
<b>Fall 2021</b> (as of May 5 <sup>th</sup> )	1,049	598	244
<b>Fall 2020</b> (as of census day)	904	654	231
<b>Fall 2019</b> (as of census day)	801	585	217

## Honors Program—Data on Confirmed Population

	<b>Students of Color</b>	<b>First Generation</b>	<b>Nonresident</b>	<b>Gender (% male)</b>
<b>Fall 2021</b> (as of May 5 <sup>th</sup> )	28%	14%	40%	29%
<b>Fall 2020</b> (as of census day)	20%	10%	39%	27%
<b>Fall 2019</b> (as of census day)	24%	12%	31%	28%

**Graduate programs** at Western are getting many more applications for admission than in recent years, and we continue to work with them on enrollment strategies. Across our Graduate College, the number of applications submitted is up by 33.3%, and confirmations are up by 22.6%. In Fall 2020, graduate enrollment was up more than 10%, and we are on track to have another significant increase this year.

### Fall 2021 Insights

Western is very fortunate to be in a somewhat unique position among Washington's six public baccalaureate institutions this year. Though we are not in the same position as the University of Washington, with large increases in application numbers and every expectation of enrolling the number of students targeted, we are also not struggling to the degree that several of the other Washington publics are. We have learned that several of the other 4-year institutions currently have fewer confirmations than they had at this time last year. While we have not recovered to 2019 levels, we are fortunate to be in a position to turn our attention to comparisons with Fall 2019 rather than reporting declines as compared to Fall 2020.

When compared with last year's cohort of admitted students, we have 3.8% more new first-year students who have submitted a Free Application for Federal Student Aid (FAFSA). Among those who have confirmed with us, there is a 12.1% increase in FAFSA submission. There are also increases among transfer students. Admitted transfer students show a 2.5% increase in FAFSA submission, and confirmed transfer students are submitting at a 16.7% increase. This is generally accepted as a measure of interest by student and family. We credit these increases to much work being done to influence FAFSA completion through education and outreach efforts.

There continues to be significant concern about FAFSA completion across the country. According to the FAFSA tracker on *FormYourFuture.Org*, through May 21<sup>st</sup>, there have been 7.7% fewer FAFSA submissions in Washington this year. (Nationally, FAFSA submissions are down 5.5%.) Of concern, 39.1% of Washington's high school class of 2021 has submitted a FAFSA, compared with 50.2% nationwide. Lower FAFSA completion rates are a further indicator of disengagement.

Students and families have much to consider in making their decisions about whether or not to attend college (often a financial decision) and about which college to attend. The latter often hinges on expectations related to—again—finances, as well as academics, location/setting, and the overall community or college experience. The loss of the in-person experience during the pandemic was devastating to our efforts to recruit last year (and for higher education generally). This year we are closely watching how news of our in-person plans is impacting the decision process for students and families.

The decision to require vaccinations for all members of our community for fall opened opportunities for us to make plans for a more robust in-person experience. With the fall course schedule set, we were able to announce to new students that more than 80% of our 100-level classes will be face-to-face. Currently, about two-thirds of our classes overall and 85% of our 100-level classes will be offered face-to-face, as adjustments to the course schedule continue to drive those numbers up.

Further, though University Residences is restricting capacity by a limited amount as we transition out of the pandemic, we are able to stretch our capacity with the anticipated opening of the new Alma Clark Glass residence hall. On-campus living is an important part of the evaluation of the college experience as students make their college decisions. We will continue to work with students and families to help them see the many reasons to choose Western.

Moving forward, and with an eye to 2022 and beyond, we will try to capitalize on opportunities that presented themselves during the pandemic: virtual programs to regions and states where we cannot currently travel; increased collaborations with Community-Based Organizations seeking to engage with the students they serve; connecting with high school counselors who are assisting students and families disproportionately affected by the effects of COVID-19; launching the Guaranteed Transfer Admission program; and the piloting of new outreach and application review processes to underserved schools in Whatcom and Skagit counties.

## **II. Registrar**

### **Fall 2021 Course Scheduling and Registration**

Setting the course schedule for the 2021-22 academic year has been an adventure. The first round of schedule submission took place in April, with reduced room capacities for social distancing, extra time between classes, and expectations that face-to-face offerings would be somewhat limited by those COVID accommodations. That work was in process, when the statewide conversation about mandating vaccinations in higher education really took shape. Following the [announcement](#) from President Randhawa that COVID vaccinations for students, faculty, and staff would be required before returning to campus for fall, we quickly reset our scheduling process. With widespread vaccination, we are able to reconfigure the course schedule to allow more classes to be face-to-face. The Registrar's Office then worked with academic departments and the Provost's Office, asking faculty to revise their schedules for Fall 2021 courses. More than two-thirds of fall classes have now been scheduled for face-to-face instruction, with options for remote learning still available. Fall registration begins on Wednesday, June 2, 2021.

### **Commencement Ceremonies**

On Saturday, June 12, 2021 the Registrar's Office, in collaboration with the Office of University Communications, will hold virtual commencement ceremonies, celebrating Winter and Spring 2021 graduates. Summer 2021 graduates were invited to choose whether they wanted to participate in the ceremony in June or December, so a number of summer graduates are also celebrating in June with our winter and spring graduates. Future summer graduates will also be given a choice of commencement participation in June or December.

As in December, we are producing the ceremonies in-house and continuing several practices that have made our virtual ceremonies more personalized and well-received. Name readers have been hired again to read the names of every graduate who participates in the ceremony. Graduates were invited to submit a photo, and the ceremony will include a personalized slide with their name, degree information, and photo.

The Registrar's Office looks forward to inviting graduates who experienced virtual commencement ceremonies back to campus when we resume in-person ceremonies. As early as December 2021, it may be possible to hold larger in-person events, allowing us to begin hosting graduates who have not had the opportunity to attend an in-person ceremony due to the pandemic.

### **III. Student Aid**

#### **Financial Aid Awarding—2020-21 Academic Year, Summer 2021, 2021-22 Academic Year**

The Financial Aid department is in the process of closing out and reconciling the 2020-21 academic year and awarding students for Summer 2021. We are scheduled to award returning students for 2021-22 in June 2021 after tuition and fees have been approved by the Board of Trustees. At that time, we will also adjust all aid offers made to confirmed students for 2021-22 thus far, to incorporate finalized tuition and fees and room and board rates.

Financial Aid Counselors are reviewing a growing number of requests to recalculate expected family contributions based on financial hardship. This is because for many families, the 2019 calendar year (pre-COVID-19) income reported on the 2021-22 FAFSA does not serve as an accurate representation of the ability of students and parents to contribute toward educational costs. Financial Aid liberal applies the regulatory authority to use a different 12-month timeframe for calculating aid eligibility, based on hardship, documentation of income, and administrative professional judgment. Ongoing, the need for recalculations to support access and retention has vastly increased compared to prior years.

#### **Higher Education Emergency Relief Fund – Student Portion**

Western has been awarded three separate HEERF (Higher Education Emergency Relief Fund) allocations to help Western students pay for college costs, including living expenses, as well as emergency costs that arise due to COVID-19. Institutions are prohibited from conditioning receipt of HEERF grants on continued or future enrollment.

**HEERF I:** Western's first \$5.8 million allocation, which was received last spring, has been fully disbursed to Western students to assist them with expenses incurred from campus disruption due to coronavirus. A total of 3,956 Western students received \$5,820,847 in HEERF I funds, with an average award of \$1,471. Of the 3,956 students, 46% were Pell-eligible and among the highest need students who filed a FAFSA, and 83% had calculated financial need from the FAFSA.

Initial federal guidance excluded DACA, undocumented, and international students from eligibility, as well as students exclusively enrolled in pre-existing distance education programs. Institutions were informed that, effective May 14, 2021, DACA, undocumented students, refugees, and asylum seekers could receive leftover HEERF I funds. However, by this point in time, all HEERF I funds had been allocated. Western did not forget these students, though, as they were referred to the Western Foundation Student Emergency fund for emergency grant consideration while federal guidance kept us from considering them for HEERF funding.

**HEERF II:** Western was awarded a second \$5,820,847 federal HEERF allocation for students in January 2021, referred to as HEERF II. This allocation was authorized by the Coronavirus Response and Relief Supplemental Appropriations Act of 2021. To date, \$5,765,231 has been awarded to 4,483 Western students based on demonstrated "exceptional financial need", as required by the U.S. Department of Education.

In accordance with national guidance, the initial selection priority for HEERF II went to Federal Pell Grant recipients. By definition, these students have the highest calculated financial need from the FAFSA. However, in recognition that many non-Pell Grant recipients have exceptional financial need as well, the Financial Aid department invited students to apply for HEERF II funding through an online institutional application and awarded funds on a case-by-case basis to students with exceptional financial need who were undergoing documented financial hardship. The remaining \$55,616 will be awarded by the end of June 2021.

Unlike the requirements for HEERF I, students enrolled exclusively in pre-existing distance education programs were allowed to receive HEERF II. As was true for HEERF I, federal guidance initially excluded DACA, undocumented, and international students from eligibility. However, effective May 14, 2021, eligibility was expanded to allow leftover HEERF II funds to be awarded to DACA, undocumented students, refugees, and asylum seekers. These students were referred to the Foundation Student Emergency fund for emergency grant consideration at the beginning of the HEERF II awarding process. Additionally, DACA and undocumented students were referred to the state of Washington Emergency Relief Grant program for undocumented students that began in March 2021.

**HEERF III:** In May 2021, Western was awarded a third allocation of HEERF (referred to as “HEERF III”) in the amount of \$16,100,922. This allocation was authorized by the American Rescue Plan of 2021. Western has one year from the date that the U.S. Department of Education processed the most recent obligation of funds for HEERF III to disburse all HEERF funds to eligible students, unless an extension is granted by the U.S. Department of Education (up to an additional 12 months may be allowed).

All students who are or were enrolled during the COVID-19 national emergency may qualify for HEERF III assistance: citizens, permanent residents, refugees, asylum seekers, DACA recipients, other DREAMers, and similar undocumented students. However, Federal guidance requires that awarding priority go to domestic students—especially to undergraduates—based on exceptional financial need.

### **Washington Emergency Relief Grant for Undocumented Students**

In early March 2021, the Washington Student Achievement Council announced that \$5 million would be provided statewide in Emergency Relief Grant funding to support undocumented students. Western’s Financial Aid department was notified that Western was awarded an allocation in the amount of \$120,950 on March 17, 2021.

Student eligibility criteria included being classified as a Washington resident, undocumented student; demonstrating financial need; submitting the 2020-21 WASFA (Washington Application for State Financial Aid); being ineligible for federal student aid due to citizenship status; and having enrolled during the 2020-21 academic year.

Western’s allocation is administered by the Financial Aid department, through the Scholarship Center. The Scholarship Center created a simple electronic application for this new program and has been reaching out personally to eligible undocumented students via e-mail and phone to urge them to apply. As of the end of May 2021, \$119,400 has been awarded from the \$120,950 allocation to approximately 60 students. The remaining \$1,550 will be awarded well before the June 30, 2021 deadline based on exceptional financial need.

### **Western Foundation Emergency Funding**

As of the end of May 2021, the Financial Aid Scholarship Center has awarded \$189,345 through the Student Emergency Fund established by the Western Foundation: \$73,823 to 122 students in 2019-2020 and \$115,522 to 158 students in 2020-2021. An additional \$30,361 in emergency assistance has been awarded through other Foundation scholarships since the start of the pandemic.

We are grateful to the Western Foundation for raising emergency funds so that we can continue to serve students in crisis during these trying times. In addition, we look forward to seeing how much is raised in Student Emergency Fund contributions through WWU Give Day.



## **Student Employment Update**

The Financial Aid Student Employment Center is continuing to help student employees and their supervisors resolve issues associated with the remote work of student employees. Supervisors are struggling to find students to apply for their positions, a nationwide phenomenon. The Student Employment Center staff have increased social media postings to drive students to the online job board. One positive outcome for students is the fact that they have many job opportunities to choose from.

Collectively, cumulative federal, state and institutional work study earnings are approximately 37% below pre-pandemic levels, but we will fully expend our federal and state work study allocations. Unlike most colleges and universities, Western offers an Institutional Work Study program for needy students. The Student Employment Center will be able to apply wages earned through the Institutional Work Study program to the Federal Work Study program instead, to fully expend our Federal Work Study allocation and carry forward unused Institutional Work Study for future student awarding purposes. We will fully expend our State Work Study allocation by recharacterizing and awarding remaining State Work Study as state emergency grants to needy, qualified students, in accordance with flexibility extended by the Washington Student Achievement Council.

The Student Employment Center has been receiving job referrals for part-time student employment from the Career Center due to their move to the Handshake software platform. Implementation of Handshake has resulted in increased collaborations between the two areas and is strengthening our understanding of each other's respective roles. We are developing a shared landing page to direct employers and applicants to appropriate web locations in coordination with stakeholders from the Human Resources department, the Associated Students, and Web Communication Technologies.

## **Benjamin A. Gilman International Scholarship**

The Financial Aid department partners with the Education Abroad office to increase student awareness of the Benjamin A. Gilman International Scholarship program. The Gilman program provides financing for students to study abroad who might not otherwise do so, due to financial constraints.

In May 2021, the U.S. Department of State announced recipients from the 2021 application for the Gilman program. We are pleased to report that of eleven applicants from Western, ten were awarded Gilman scholarships: nine students were awarded \$4,000, and one student was awarded \$4,500. Countries of study include the United Arab Emirates, Spain, South Korea, Japan, and Ecuador.

## **IV. New Student Services/Family Outreach**

### **Orientation, Advising, and Registration (OAR) Programs for New Students & Families**

New Student Services/Family Outreach (NSSFO) will open the 2021-22 website for this year's Orientation, Advising, and Registration programs on June 7<sup>th</sup>. NSSFO has worked with campus partners to update our webpage design to be more user friendly for both students and families. We've created a [Welcome New Students! webpage](#) and a [Welcome Families! webpage](#) which create clear front doors to the website where new students and families can be directed.

The Welcome New Students! page is the gateway for students to sign up for their Advising & Registration session. By selecting the quarter that they intend to enter Western, they are taken to pages with quarter-specific information, instruction, and session dates. Students can also access the [New Student and Family Orientation website](#), which features video resources, live events, and FAQ's to link students to specific academic departments and campus resource offices.

Recognizing that parents and families are highly influential in the success of our students, the Welcome Families! page has undergone significant upgrades as well. The new site includes opportunities to schedule one-on-one appointments with our Family Outreach Manager and robust access to Western communications, such as Western Alerts, the monthly Family Connection Newsletter, and *Western Today*.

This year's Orientation, Advising, and Registration programs will be offered virtually—six Advising & Registration sessions for new transfer and post-baccalaureate students (July 21<sup>st</sup> – July 29<sup>th</sup>) and 17 sessions for first-year students (August 2<sup>nd</sup> – August 26<sup>th</sup>). A variety of live Orientation events will also run during June, July, and August for both students and families.

### **Western Welcome Week**

Western Washington University wants new students to have the opportunity to embrace their college experience from their first days at Western, and the Division of Enrollment and Student Services (ESS) has asked NSSFO to take the lead in developing Welcome Week to be hosted during the first days of the fall quarter. NSSFO will develop a robust schedule of programming for Welcome Week to assist students in their transition to college life at Western, and we look forward to much of this programming taking place on campus and in-person.

While centering access, diversity, equity, and inclusion in the programming, NSSFO will guide and coordinate a program composed of a cohesive series of events that is designed to increase new students' understanding of opportunities available at Western and to strengthen their sense of belonging. The idea is to reimagine the first week experience as part of the continuum from Recruitment, Orientation, Advising & Registration, and On-boarding to Student Life. NSSFO will bring together ESS leaders and campus partners to identify existing resources, discuss past programming, and brainstorm ideas to enhance the student experience, always ensuring that the values of the institution are carried through Welcome Week programming. The program will be designed to offer something for all segments of the new student population—new first-year students, new transfer students, continuing students who may not have had a campus experience because of the pandemic, and new graduate students. The expertise of University Communications will be important in helping to brand Welcome Week and assist with messaging to all new students.

NSSFO is partnering with colleagues in several different departments to create an event coordination team for the development of Welcome Week. The Welcome Week coordinating team will create goals and outcomes for departments as they develop events. Convocation, the Associated Students Information Fair, a multicultural welcome event, and many other events will be part of the larger programming. Some key welcoming activities for new and returning students have been hosted by individual groups on campus for many years. Many of those events that have been individually propped up and publicized by discreet groups on campus will become part of Welcome Week. The Welcome Week Team will begin meeting in mid-June to begin building a new Welcome Week structure.

# UNIVERSITY ADVANCEMENT REPORT

JUNE 2021

*The mission of University Advancement is to build relationships through meaningful engagements that foster pride, encourage advocacy, and promote private support for Western Washington University.*



MAKE WAVES.

# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION



Artistic rendering of the interior of the Kaiser Borsari Hall building.

### Capital Campaign Update

We are pleased to report that our \$53 million request to the state legislature was funded in the 2021-2023 capital budget, and the foundation has raised nearly \$15 million toward the \$20 million campaign goal.

This \$72 million project includes renovations to an existing facility and the construction of a new building, Kaiser Borsari Hall, which will be prominently located along East College Way.

Kaiser Borsari Hall will feature forward-thinking design elements that boost energy efficiency and support interdisciplinary study and research. As a “smart building,” Kaiser Borsari Hall will advance Western’s vision to become the region’s first carbon-neutral university campus. The new building will exceed LEED standards for energy use, carbon, and other environmental indicators, and Western will pursue certification through the International Living Futures Institute/Living Building Challenge. When complete, Kaiser Borsari Hall will be the only carbon-neutral

higher education academic facility in the region, and among only a handful in the nation.

Western has secured Mortenson Construction as the General Contractor and Construction Manager for the project. The construction firm joins a team including Perkins + Will architects and McLennan Design to ensure Kaiser Borsari Hall will set a new standard for sustainability in higher education facilities.

Every day, we are in conversations with donors who share our vision for a sustainable future and a belief in the power of education. One of those donors, Paul Razore, owner of Sanitary Service Company, has a long-standing commitment to sustainability and education. He was a major sponsor of Western’s student-led initiative to design and build a net zero energy tiny house as a demonstration project. Earlier this year, Sanitary Service Company made a gift of \$100,000 to the capital campaign which was inspired by the project’s sustainable design.

# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION

### Stephanie Bowers Endowed Recruitment and Retention Scholarship Reaches Nearly \$100K

In recognition of a leader who has dedicated her career to helping Western students and to making a positive impact on society, this endowed scholarship will make the dream of a college education possible for many promising young students. The scholarship is intended for high-need students with an emphasis on women, and presents an opportunity to provide an affordable education to deserving recipients while establishing an enduring stream of support.

President Emerita Karen Morse made the first gift, donating \$10K to the endowment.

“Stephanie has been an incredible asset to WWU,” said Morse. “Her understanding of the infrastructure and approach needed for successful fundraising and friendraising, combined with tireless efforts, gifted interpersonal skills, and a standard of excellence in step with a genuine commitment to Western’s ideals, have provided resources to the university that have greatly elevated its efforts in serving the state and nation. I’m extremely proud of the success that she has had as a leader and a friend of WWU.”

Many thoughtful donors have currently given enough to reach the required endowment level, allowing for the allocation of scholarship awards to deserving Western students in perpetuity.

Bowers has long been committed to advancing inclusive student success. During her 20 year tenure, the University Advancement team has added nearly 1,000 new Western scholarships. Current year scholarship awards total \$2.8 million in financial support to students.



Stephanie Bowers

# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION



### Salish Sea Institute Releases Major Report Funded by Foundation Gift

A major gift to the WWU Foundation funded a landmark report released on May 24 by Western's Salish Sea Institute. The "State of the Salish Sea" report is the first comprehensive report since the 1994 "Shared Waters Report," which was an outcome of a formal agreement between Governor Booth Gardner and Premier Mike Harcourt.

The report illustrates the Salish Sea is under relentless pressure from an accelerating convergence of global and local environmental stressors and the cumulative impacts of 150 years of development and alteration of watersheds and seascape.

According to Ian Perry, Emeritus scientist, Fisheries and Oceans Canada, the report is "...exceptional and unique (and) represents a landmark effort to understand how the Salish Sea social-ecological system works, what is causing it to change, and what we can do about it. The report will be essential reading for scientists, marine managers, industry, and civic leaders, and everyone interested in the health of the marine environment of this place that we call home."

The report was announced via a press release and a symposium hosted by the Western Engaged program. Nearly 1,000 people registered for the event and the impact of the report rippled rapidly throughout the region. The symposium prompted an interview with Ginny Broadhurst, director of the Institute, which aired on KING 5 evening news and can be viewed [here](#).

The lead author of the report is WWU Assistant Professor of Environmental Studies Kathryn Sobocinski. The report features more than 20 guest authors and includes contributions from Broadhurst and others affiliated with Western. The "State of the Salish Sea" places Western squarely at the center of dialog about the Salish Sea, and highlights the important role the university has played in galvanizing community awareness and response.

The activities of the Institute, which include the report, a speaker series, a new minor in Salish Sea Studies, and its "Critical Conversations" and "Hope for the Salish Sea" programs, have been primarily funded through philanthropic support secured through University Advancement.

# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION

### Foundation Reaches Critical Milestone

The Foundation is pleased to report that total assets under management have exceeded \$140.0 million for the first time in Foundation history. A continued interest from donors in establishing a legacy through endowments, coupled with a robust stock market, has helped the Foundation reach this important milestone.

During this academic year, the Foundation has distributed over \$2.8 million to students through scholarships and over \$128,000 in emergency funding for students caught in the economic peril of the pandemic.

### Western’s Sixth Annual Give Day Breaks Record

On May 27th we celebrated our sixth annual WWU Give Day. This year’s give day was all about promise—a promise to our donors that each gift they make will help students succeed, and a promise to our students that we will ensure their financial needs are met through emergency funds and scholarships while investing in their untold potential by providing transformational learning experiences in the classroom and beyond.

Give Day was another record-breaking success. We are still adding offline gifts, but our initial results indicate that more than 2,300 donors donated over \$960,000. This represents a 23% increase in dollars raised compared to our previous Give Day record. In addition to the Student Emergency Fund, the areas that generated the most donors are:

- 1) **Men’s Rowing (118 donors)**
- 2) **Ice Hockey (116 donors)**
- 3) **Chess Club (113 donors)**
- 4) **Women’s Volleyball (103 donors)**
- 5) **Marketing (76 donors)**

Volunteers and community partners helped propel Give Day to new heights this year. Members of the President’s Society committee—a peer-to-peer fundraising initiative launched this year—connected with some of Western’s most generous donors leading

up to Give Day to ask for their support. The committee celebrated surpassing its fundraising goal of \$50,000 on Give Day and plans to continue engaging with donors moving forward.



Thanks to the incredible generosity of Western’s philanthropic leaders, over 150 donors made gifts totaling \$1,000 or more during Give Day for a combined total of \$502,000. This represents an 11% increase in donors giving at the \$1,000+ level and a 39% increase in dollars given by these donors during Give Day.



We leveraged a variety of digital and print platforms to spread the word about Give Day and to engage audiences to give.

During a time when many students are struggling to afford college, we are grateful to our exceptionally generous community for safeguarding their dreams, helping to secure their futures, and helping them realize their promise.

# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION



Jeniene Bengtsson

### Jeniene Bengtsson Earns Two of Western's Most Prestigious Awards

This spring, Associate Director of Alumni and Constituent Engagement and Western Engaged, Jeniene Bengtsson earned not one, but two of the university's highest commendations: the President's Exceptional Effort Award and the Professional Staff Award for Excellence.

Due to her exceptional level of integrity, professionalism, and job performance, Bengtsson has moved from a program support supervisor to increasingly complex and higher levels of responsibility as associate director.

"Jeniene exceeds each of the performance attributes outlined in the award criteria," said Assistant VP for Alumni, Annual Giving and Advancement Communications; and, Executive Director of the WWU Alumni Association, Deborah DeWees. "She has used innovation to rework the structure, focus, and foundational elements of alumni engagement through the launch of the Western Engaged program."

**Western Engaged** is an affinity-based alumni engagement pipeline program with an emphasis on alumni relationships with their former Western faculty members and their academic degree

programs. The five-year goal of Western Engaged is to double the level of alumni engagement university-wide from 3.6% (FY17) to 10% by FY23. Engagement is measured by attending an event, volunteering, becoming an alumni member, philanthropy, and social media engagement.

During her first year, total alumni engagement grew to 6.9%, nearly a 90% increase. She coordinated 34 alumni events and reunions which were attended by more than 374 alumni, generating \$2,700 in donations for various departments.

Over the past 15 months, Bengtsson pivoted to a virtual environment, providing dozens of Western Insights (CBE), CFPA, Huxley, and CHSS webinars. These informative events have attracted thousands of people and helped them to understand and appreciate Western's mission of excellence. Under her management, this program has also raised considerable support for BIPOC student scholarships in each college, the Racial and Equity Fund, and the Student Emergency Fund. This program serves as a national model for other universities.

This exceptional leader also developed and expanded the **Western Wednesday** and **Get Your Blue On** programs. These programs have contributed to a steady increase in faculty and staff giving, and alumni membership. Likewise, her **Stoles of Gratitude** graduation program has generated great pride among graduates and increased revenue for alumni programs.

"Throughout her 14 years at the university, Jeniene has consistently demonstrated a high degree of professionalism coupled with a passion to advance Western's visibility through events and engagement opportunities," said Mark Brovak, senior director, and COO of the WWU Foundation. "Jeniene is willing to take on initiatives that are new and untested. Yet, she approaches these opportunities with a pragmatism that manages the risk and ensures the organization is not put at undue risk."



# UNIVERSITY ADVANCEMENT

## WESTERN FOUNDATION AND ALUMNI ASSOCIATION



Zoe Evans-Agnew ('21)

### A Future of Service: Zoe Evans-Agnew

By Frances Badgett

Zoe Evans-Agnew ('21), Outstanding Graduate in Honors and behavioral neuroscience major, came to Western for the diversity of perspectives and experiences. Community-minded, she was seeking a college experience that reflected her values.

"Western is a leader in making social change," says Evans-Agnew.

The Vashon Island native was drawn to behavioral neuroscience for the ways in which the field addresses mental health issues and explores possible solutions.

"I considered so many majors—law, economics, sociology, theater—but I wanted to work in mental health," says Evans-Agnew.

Her capstone Honors project is an exploration of sexual assault and sexual health among students at Western. More than 1,000 students responded to her survey for the project. The questions covered everything from attitudes about sex to sexual assault. She found that rates of sexual violence at Western reflected the national statistics (one in five people will be victims of sexual violence).

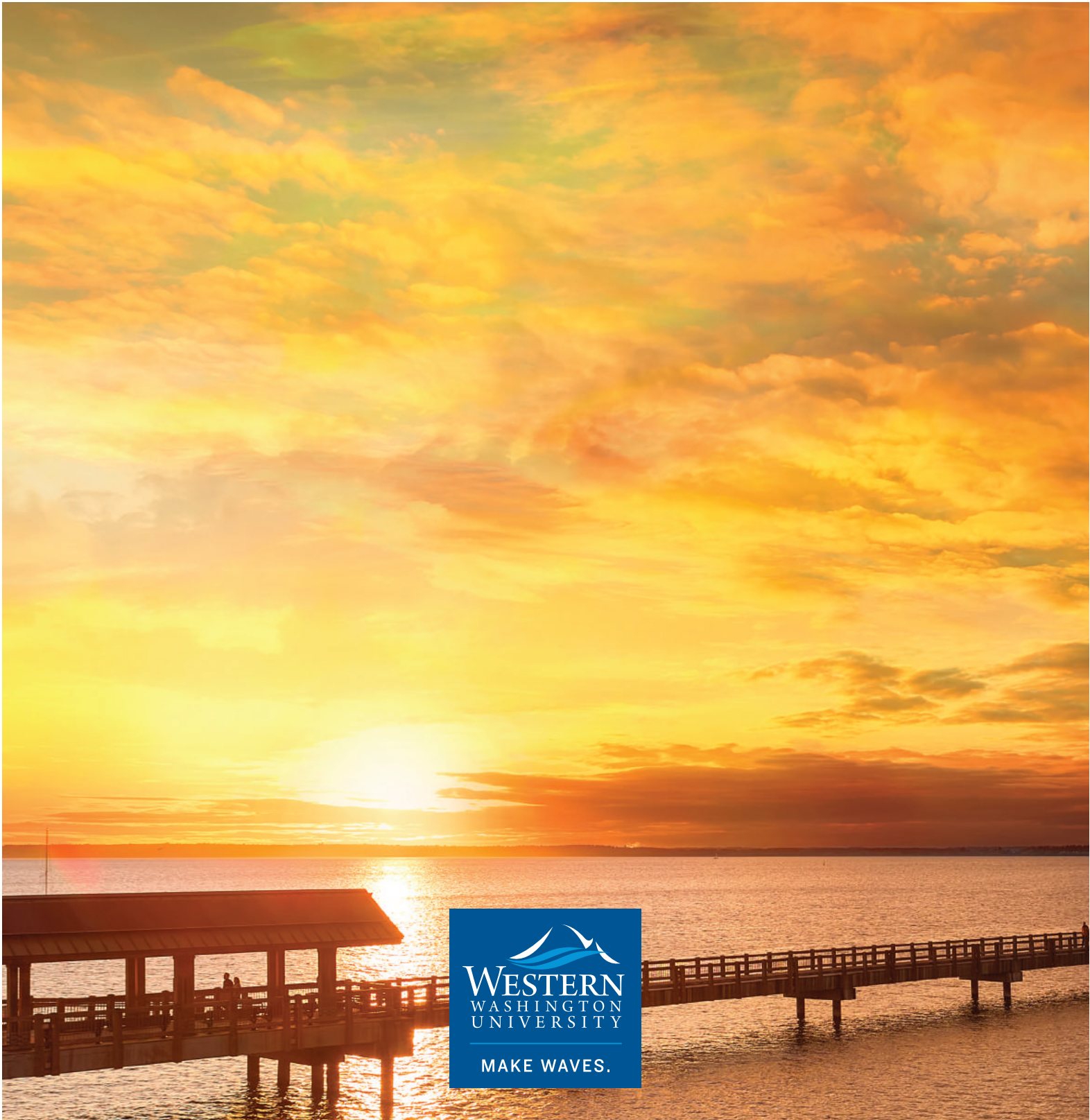
"In my presentation for my capstone, I will explain that although Western lacks the structural factors that lead to sexual assault like the Greek system and a major sports culture, our rates of sexual violence are still in line with the national average," says Evans-Agnew.

After graduation, she will attend Seattle University to pursue a doctorate in nursing practice. She hopes to become a nurse practitioner someday, and wishes to work with underrepresented and homeless populations.

"I promise to continue to live a life in service to others and continually trying to give back to my community that has always given so much to me," she says.

**Zoe has received the Presidential Scholarship, the Behavioral Neuroscience scholarship, and the Honors Project scholarship.**

The senior says of the generous support she has received, "Without these scholarships, I wouldn't have been able to attend Western and make the connections that I did. I wouldn't have been able to participate in the activities I did, like lab, and the book clubs I've been a part of, and I wouldn't have met the amazing faculty who have mentored and guided me through this process. Thank you, thank you, so much."



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To request this document in an alternate format, please contact Frances Badgett, Assistant Director of Advancement Marketing & Communications; 360.650.2190 (voice); [frances.badgett@wwu.edu](mailto:frances.badgett@wwu.edu).



## Capital Program Report

Board of Trustees

June 11, 2021

### MAJOR / INTERMEDIATE CAPITAL PROJECTS

#### Interdisciplinary Science Building (formerly known as Sciences Building Addition - STEM I)

WWU is working with Perkins+Will (design consultant) and BNBuilders, General Contractor/Construction Manager (GC/CM). The project is scheduled for Spring Quarter 2022 occupancy. Live video feed is available at: <https://cpd.wwu.edu/interdisciplinary-science-building-webcams>. Below are project photos.



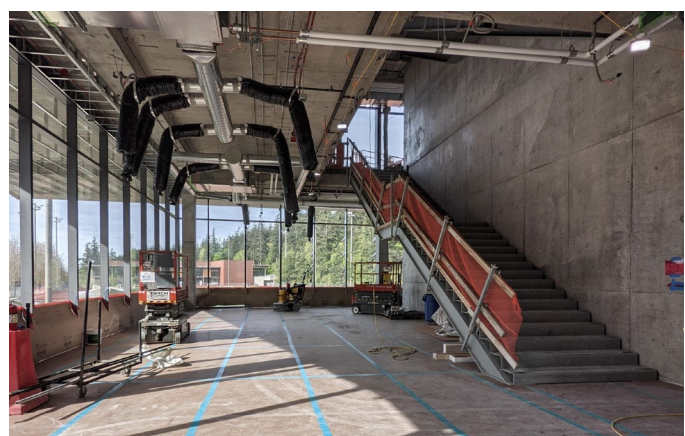
A screen capture of the webcam from May 14, 2021



An aerial photo from May 3, 2021



South Exterior ground photo



Level 2 interior lobby and main stair ground photo

## **Electrical Engineering and Computer Science**

Perkins+Will, the selected design consultant, has completed the Schematic Design phase. Mortenson Company, the selected GC/CM, has joined the project team and is currently coordinating the selection RFP process for Mechanical and Electrical Contractor/Construction Managers (M & EC/CM). The State approved funding in the 2021-2023 capital budget, and construction is scheduled to begin in Summer 2022. The project is scheduled for occupancy in Spring Quarter 2024.

## **Elevator Preservation and ADA Upgrades**

Elevators at Arntzen, Morse Hall, Environmental Studies, Biology Building and Bond Hall are complete, and the elevators are now operable.

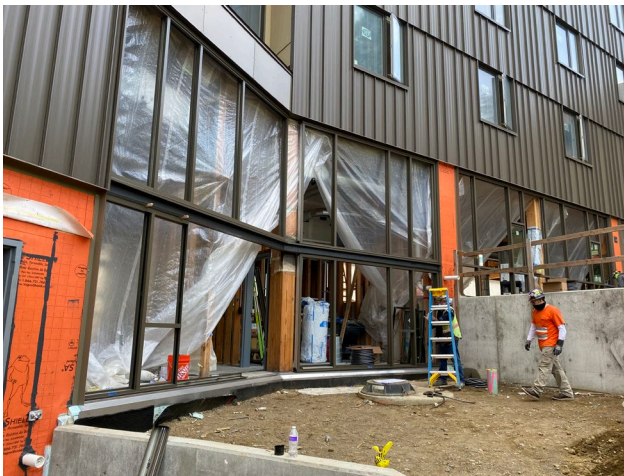
## **Multiple Building Access Control**

DECO/Dutton Electric and their subcontractor Convergent Technologies have successfully reached substantial completion for the access control system conversion for the majority of campus buildings. The project is expected to be complete by Spring 2021.

## **Alma Clark Glass Hall (formerly known as New Residence Hall)**

The progressive design team consists of Lydig Construction from Spokane and Mahlum Architects from Seattle. Occupancy is scheduled for Fall 2021. The team is also working in Ridgeway Commons to improve ADA accessibility from the south entrance of the Alma Clark Glass Hall (CG) to the second-floor dining facility. Ridgeway Commons is the closest eatery to the new residence hall. The Ridgeway Commons scope includes adding an elevator, two gender neutral and ADA accessible restrooms, as well as upgrading the fire alarm system. Work in Ridgeway Commons will be complete by Fall 2021.

The following webpage shows live video feed from webcams installed for the New Residence Hall portion of the project: <https://cpd.wvu.edu/new-residence-hall-webcams>. The following are interior and exterior photos from May 2021.



“Storefront” window system being installed on west side of Multipurpose Room (MPR), May 5, 2021



Looking from MPR to Shared Journey walkway, May 5, 2021



“Shared Journey”, fourth floor looking north,  
May 5, 2021



Exterior siding installation, May 5, 2021

### **Parks Hall and Science Lecture (SMATE) Electronic Safety and Security Upgrade**

This project is complete and fire alarm systems at Parks Hall and SMATE are operational.

### **Fairhaven Academic Replace Main Electrical Switch Gear**

This project was awarded to DECO/Dutton Electric Co. Construction is underway and is scheduled for completion by September 2021.

### **Physical Plant Underground Fuel System**

This project at the Physical Plant will replace the underground fuel system and the antiquated underground storm water system. Construction is scheduled for completion in August 2021.

### **2021-2023 Capital Budget**

The Legislature released their compromised 2021-2023 Capital Budget (Budget) in late April 2021 and the Governor signed the Bill in May 2021. The Budget included \$70.104 million in funding for Western as follows:

- **Electrical Engineering and Computer Science** - \$51 million
- **Minor Works – Preservation** - \$4.8 million
- **2021-2023 Classroom and Lab Upgrades** - \$2.5 million
- **Student Development and Success Center (predesign)** - \$225,000
- **Coast Salish Longhouse** - \$4.5 million
- **Minor Works – Program** - \$1 million
- **Access Control** - \$2.015 million
- **Heating System Conversion Feasibility Study** - \$450,000 in grant funding
- **Preventive Facility Maintenance and Building System Repairs** - \$3.614 million

An action item will be presented to the Board of Trustees at their June meeting to approve the 2021-2023 Capital Budget. The action item will also include approval of the non-state funding associated with **Electrical Engineering and Computer Science** (\$19.01 million), **Student Development and Success Center - pre-design** (\$75,000), and the **Coast Salish Longhouse** (\$450,000).

For more information about the major projects, the Capital Program, and the Capital Planning Process, please visit the Office of Capital Planning and Development website: <https://cpd.wvu.edu/2021-23-capital-budget-request>.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Donna Gibbs, V.P. for University Relations & Marketing

**DATE:** June 10, 2021

**SUBJECT:** **University Relations and Marketing Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

**Supporting Information:**

Report Attached

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

Following is a summary of activities undertaken across the University Relations & Marketing division since the last Board of Trustees update. One particular item of note:

**Digital Marketing to Support Student Recruitment**

As we come to a close on our general campaign efforts to support both in-state and out-of-state student recruitment for the 2021-22 academic year, it is safe to say that our non-resident marketing efforts are making an impact.

<b>NON-RESIDENTS AS OF 5-12-21</b>	<b>FALL 2019</b>	<b>FALL 2020</b>	<b>FALL 2021</b>	<b>% CHANGE 2019-21</b>
Applications	2,464	2,537	3,063	+24%
Admit Offers	2,280	2,414	2,951	+29%
Confirmations	489	393	596	+22%

<b>COMPARED TO FALL 2019</b>	<b>APPLICATIONS</b>	<b>OFFERS</b>	<b>CONFIRMATIONS</b>
California	+5.2%	+9.5%	-2.6%
Colorado	+30%	+33.6%	+18.9%
Oregon	+46.6%	+52.3%	+66.7%
Texas	+66.7%	+75.6%	+30%
Illinois	+106.7%	+110.3%	+50%

Overall applications (where top-of-the-funnel digital marketing has the most impact) including Washington state are encouraging too: 10,479 in Fall 19 vs. 10,490 in Fall 21. Interestingly, WSU, CWU and EWU are all reporting confirmations down 5-10% from Fall **2020**. We, however, are nearly back to Fall **2019** levels. That is stunning growth and during a global pandemic, no less. Please refer to the Enrollment Management report for the most up-to-date details.

While we did not do targeted graduate non-resident marketing, our storytelling efforts focused on research at WWU had a residual effect. Our non-resident graduate apps are at their highest rates ever. This is obviously great news as we pull out of a pandemic depressed class in 2020.

Our efforts now turn to two summer projects: An IP targeting effort focused on primarily first year students and sophomores who stopped out over the past year offering an easy way to register for classes without having to pay an application fee; and summer melt efforts directed at 10,000 admitted but unconfirmed students and confirmed students. We will also undertake a “look alike” campaign directed at rising high school seniors for Fall 2022 in key markets.



## UNIVERSITY COMMUNICATIONS

Our skilled professionals worked on a wide range of online, media relations, social media, and graphic design projects, which included:

Our office continued to provide broad, rapid and intensive communications support for Western's response to the COVID-19 pandemic. These efforts included:

- Constant Support for Western's Incident Management Structure (IMS), Student Health Center, Admissions, University Residences, and other campus offices for messaging, response to inquiries, media response and other communications requests.
- Assisted with important messages to campus on issues such as the vaccine mandate for students, faculty and staff for fall 2021. The decision was covered in the media. See: <https://www.bellinghamherald.com/news/coronavirus/article251198284.html>.
- Promoted vaccination outreach efforts directed toward students, faculty and staff. KIRO-TV covered one of Western's on-campus vaccination clinics. Includes interview with David Hansen, WWU associate medical director. See: <https://www.kiro7.com/news/local/video-wwu-opens-on-campus-vaccination-clinic/2de00680-5b20-4a2c-86ed-783cd15b8999/>.
- Social media coordinator Zoe Fraley continues to work with community and campus groups to share information about COVID-19, with a new focus on promoting vaccination and sharing appointment opportunities for Western students through our social media.

Western also continued to receive notable media coverage, including:

- Statewide coverage, including from the Bellingham Herald, on a report on threats to the Salish Sea ecosystem by Western's Salish Sea Institute. See: [https://www.king5.com/article/tech/science/environment/salish-sea-study-western-washington-university/281-1d45bb92-1918-490b-9f85-59b3d4388840?utm\\_source=Western+Today+distribution&utm\\_campaign=50fc2957c1-WTemail\\_COPY\\_45&utm\\_medium=email&utm\\_term=0\\_bd027a69be-50fc2957c1-223043349](https://www.king5.com/article/tech/science/environment/salish-sea-study-western-washington-university/281-1d45bb92-1918-490b-9f85-59b3d4388840?utm_source=Western+Today+distribution&utm_campaign=50fc2957c1-WTemail_COPY_45&utm_medium=email&utm_term=0_bd027a69be-50fc2957c1-223043349)
- Whatcom Talk wrote about the many community contributions of Trustee Sue Sharpe. See: <https://www.whatcomtalk.com/2021/04/28/sue-sharpe-a-career-of-community-building/>
- King 5 TV featured the artwork of Western alum Ryan Haight. See: <https://www.king5.com/article/life/people/ryan-haight-pixel-art/281-89d7746e-b3ba-4e45-a7ec-22bde26f969b>
- The Seattle Times reviewed a documentary on music icon Tina Turner which was directed by Western alum TJ Martin. See: <https://www.seattletimes.com/entertainment/tina-review-music-icon-tina-turner-looks-back-on-her-life-and-career-with-grace/>
- The Seattle Times has also expressed interest in a story on the Salish Sea report and we are currently working to connect the reporter with the report's authors.

- In Publications, editor Mary Gallagher led planning, editing, production and distribution for the spring 2021 edition of Window magazine, including a story about the life of Alma Clark Glass through which Gallagher was able to make a connection with Glass's granddaughter in Southern California. Through the Family Connection newsletter, Gallagher also continued to keep families up to date on vaccine clinics, the fall quarter vaccine requirement and other plans for fall quarter.
- Assistant Director and Western Today Editor John Thompson continues working alongside the office's colleagues in Web Tech on an upgrade to Western Today, the university's internal community messaging tool. The new version will be migrated to Drupal8, Western's content management system, and will feature a new look and feel as well as improved handling of images and feeds. Upgrade work should be completed by the end of spring quarter with a soft rollout this summer and full usage is planned for fall.
- University Communications graphic designer Chris Baker also provided a range of design support, including for Window magazine; the University's 2021-22 calendar; Academic Advising; Registration and Planning Guide for New Students; Study Abroad posters; student publications "Klipsun," "Jeopardy" and "Occam's Razor," and "Stories Deployed" book of Western military veterans' writings.



## METRICS DASHBOARD

MARCH – APRIL 2021

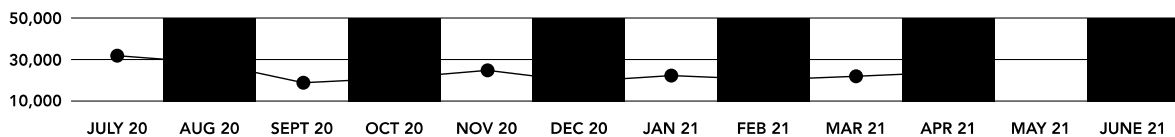
### WESTERN TODAY

Total Sessions

**47,807**

Top Stories

- The Vax Facts: Answering your questions on the COVID vaccines - [Link](#)
- Legislative session ends with new investments in Western - [Link](#)
- Essential@Western - Recognizing WWU Employees Working on Campus - [Link](#)



### SOCIAL MEDIA

Twitter

Facebook

Instagram

STATISTICS AT A GLANCE

22,495

Total followers

+8

New followers

0%

% gained

98

Engagements

50,613

Total followers

123

New followers

.2%

% gained

4,165

Engagements

24,066

Total followers

300

New followers

1.3%

% gained

40,334

Engagements

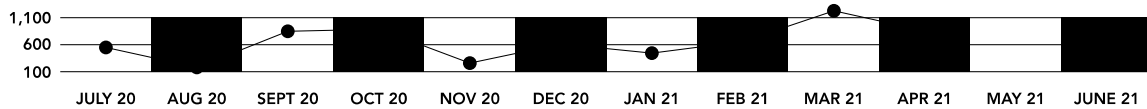
External Media

Total Stories

1,249

Top Stories

- A famous act of resistance counsels caution as we address right-wing violence – [Washington Post](#)
- Going, going... goniometer! First Mode delivers measuring gizmo for Mars mission – [Yahoo news](#)
- Cash-Strapped local governments turn to students for cybersecurity help – [Wall Street Journal](#)



FAMILY CONNECTION NEWSLETTER

March

Audience: 11,675

Opened: 37.7%

Clicked: 8%

Top clicks: On-Campus Housing Renewal, Off-Campus Living/Housing Fair, Virtual Scholarship Fair, On-Campus Housing Planning Info.

April

Emails sent: 11,042

Opened: 40%

Clicked: 9.6%

Top clicks: Career Center Events, On-Campus Housing Renewal, Announcement on Fall Reopening Plans, Coronavirus Information Page.

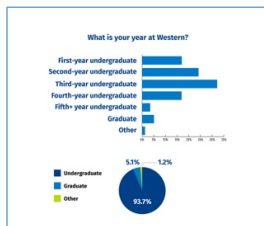
# GRAPHIC DESIGN

Total Projects

Featuring

41

- Student Survey, result graphics
- Spring Window Magazine
- Woodring Brochures/Educational Leadership Department



## UNIVERSITY MARKETING

### Summary

University Marketing is engaged in a range of work which includes digital marketing, collateral creation, video and photography, brand management, and marketing planning & project management.

### Digital Marketing

UM breaks down digital marketing into two main sections: recruitment campaign work that is coordinated with a third-party service provider, Carnegie Dartlet, and in-house placement of ads. In both cases, the UM team is responsible for strategy, creative production, asset coordination and budget management. The difference is based on the placement/routing of the advertising on the various platforms as well as tracking, in which in-house placement means that a member of the UM team works directly on the platforms to launch and track ad performance.

In addition, the UM team, in collaboration with WebTech, has successfully set up Key Performance Indicators in the Sitelmpove software, generating a real-time dashboard report which is reviewed monthly at the External Recruitment and Marketing committee meetings.

### Campaign Digital Marketing

Beginning September 2020, URM launched an in-state and targeted out-of-state undergraduate digital campaign in partnership with Admissions as the primary “top-of-funnel” student recruitment tactic for WWU. This includes display, display retargeting, Snapchat, YouTube, Pay-per-click, IP targeting of key prospects, and Facebook/Instagram advertising which runs for a six to nine-month cycle, depending on the platform.

In March 2021, messaging focused on encouraging applications.

At-a-Glance (Mar 1 – April 30, 2021)

- Total Impressions = 8,450,371
- Total Ad Clicks = 42,948
- Total Conversions (Application or RFI button clicks) = 129

Key highlights over the lifetime of the campaign:

- Snapchat drove over 8 million impressions and 61,384 clicks.
- Lifetime view rate for YouTube exceeded the industry benchmark of 40% coming in at 50%. The video “Make Your Life a Work of Art” [INCLUDE LINK] performed the best.
- PPC drove 137 conversions.
- Facebook/Instagram Behavioral and Retargeting campaigns finished on April 7, 2021 and produced 270 conversions and nearly 6,000 clicks.

The Yield campaign began March 1, 2021, which includes IP targeting and Facebook list tactics for students who have applied but have not yet confirmed enrollment.

At-a-Glance (Mar 1 – April 30, 2021)

- Total Impressions = 543,086
- Total Ad Clicks = 1,159
- Total Conversions (Application or RFI button clicks) = 16

A few of our regional undergraduate campaign tactics ended in March. We launched Discovery campaigns in April to reach a new subset of prospects across Google Feeds (YouTube Mobile Feed, Gmail Social and Promotion tabs, and Google's Discover feed). Also in April, we launched new graduate-specific Facebook Ads utilizing behavioral targeting instead of list to reach a broader audience.

At-a-Glance (Mar 1 – April 30, 2021): Regional Undergraduate Campaign

- Total Impressions = 3,634,312
- Total Ad Clicks = 8,785
- Total Conversions (Application or RFI button clicks) = 53

At-a-Glance (Mar 1 – April 30, 2021): Regional Graduate Campaign

- Total Impressions = 866,816
- Total Ad Clicks = 2,083
- Total Conversions (Application or RFI button clicks) = 5

### **Collateral Creation (Graphic Design)**

In March and April, the designers collectively worked on 102 projects and produced 367 individual assets.

Notable projects include:

- LGBTQ+ Pride Event marketing collateral

- Make Waves recruitment campaign digital ads
- Brand cohesive visual identity system for Western's centers and institutes
- Created style guides for individual University clients
- Border Barometer Report
- Salish Sea Report
- Western on the Peninsulas Visit Page

### **Video and Photography**

For March and April, the video team focused on preparing for a number of high profile University-wide events. Chief among these was Admission's Virtual Admitted Students Day as well as two projects for Alumni and the Foundation including the student scholarship event and alumni of the year event, as well as moving forward with upcoming virtual Spring Commencement. The team also starting to do more field shooting and covering the building of Western's two new campus academic and residential halls. In addition, the team completed a new set of videos for our ongoing student recruitment campaign.

### **Videography**

- Covid Heroes Anthem edit for Celebration of Excellence awards [INCLUDE LINK]
- Welcome Back Anthem edit [INCLUDE LINK]
- Scholarship Video "Anthem" edit
- Interview shoots in studio
- Commencement shoot with Sabah, et. al.
- Alma Mater shoot/edit
- College videos shoot/edit
- [Mars Redux edit](#)
- New WWU animated logo (horizontal and vertical versions)
- Helped plan and execute our b-roll shoot of student ambassadors on campus.
- Edited the college profile videos
- Edited the Scholarship Celebration video
- Edited the Alumni Awards Celebration video(s)

### **Photography**

- Photo shooting for large student stock shoot to increase assets for media and design works
- Editorial photo shoots for Window Magazine, portrait, wildlife and landscape
- Video Shoot support for COVID Heroes Anthem video shoots of 25+ people for visual profiles
- Video editing College Profile video pieces and B-roll shooting
- Area scenic and seasonal coverage of Spring blossoms and Bellingham surroundings.

### **Brand Management**

The creative team works with partners across campus to manage Western Washington University's brand. This includes the development of design elements and assuring adherence to Western's brand standards.

In March and April, the creative team:

- Completed brand identity work for:
  - Human Resources
  - Scholarship Center
  - College of Fine and Performing Arts

- Woodring College of Education.
- Started and still working on brand identity work for:
  - Entrepreneurship and Innovation
  - Tribal Office
  - Border Policy Research Institute
  - Center for Canadian-American Studies
  - Salish Sea Institute
  - The Ray Wolpow Institute
- Continued University's SEO strategy and interdepartmental collaboration, utilizing a "one Western" approach.

## **COMMUNITY RELATIONS**

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

### **Neighborhood Relations**

Community Relations collaborated with the South Hill Neighborhood and the Music Department to address complaints of the WWU Band playing too loudly outdoors, which is required due to COVID safety guidelines. WWU music has graciously found a new outdoor location which isn't too loud for the neighborhood and neighbors have recognized the challenges placed on students during the pandemic.

Community Relations also worked with the City of Bellingham to address a dump site on the edge of WWU's Lincoln Creed park and ride facility. Clean up has taken place, the location has been added for regular trash pick-up and a new "No Dumping" sign has been installed by the city. We will continue to work with the city and monitor the area.

Community Relations assisted in connecting city leadership with university partners as we addressed illegal encampments for the houseless in nearby Laurel Park and the WWU park and ride.

### **Expanding Community Board Presence**

The director of Community Relations serves on multiple community boards, commissions and advisory groups including Bellingham Whatcom County Tourism, Bellingham Regional Chamber of Commerce, Mayors Neighborhood Advisory Commission, Technology Alliance Group and the Domestic Violence Commission. This presence deepens positive relationships county-wide, enhances WWU visibility and opens doors to opportunities for mutually beneficial partnerships. The director of Community Relations has been invited to join two additional community boards: Downtown Bellingham Partnership and Bellingham City Club. Bellingham City Club is a local non-partisan civic organization of 500 members that fosters dialogue and debate on important issues facing the community. The Downtown Bellingham Partnership works with downtown businesses to enhance, promote and advocate for a vibrant city center.

### **Admitted Students Day**

The Director of Community Relations served as a co-host for the 2021 Virtual Admitted Students Day which encourages admitted students to confirm their enrollment at Western.

### **Community Connections and Engagement**

Community Relations connected multiple community partners to campus programs including Eden Health, Northwest Washington Fair, City of Bellingham, Aslan Brewing, Lummi Nation, Downtown Bellingham Partnership, Economic Development Alliance of Skagit County, Bellingham Whatcom County Tourism, Port of Bellingham, Puget Sound Energy, Happy Valley Elementary, and the Whatcom County Health Department.

## **TRIBAL LIAISON**

### **Planning**

The state funding request of \$4.9 million for the longhouse was approved for \$4.5 million. The Tribal Relations department will be working with the WWU Foundation to begin working on fundraising for the additional \$500 – \$600 thousand additional funding to complete this project. Planning meetings have begun for the development process in preparing for this significant project.

The Tribal Relations department submitted a grant proposal to the Washington Women's Foundation and prepared for a site visit on April 29, 2021. The interview was a great opportunity for fund raising support and the group was very impressed to hear how Western recognized and established the Tribal Relations department. Unfortunately, due to so many qualified grant applicants WWU did not succeed in obtaining the grant support. This will not deter the Tribal Relations department from seeking other grants for financial support.

### **Events**

The Tribal Liaison was invited to serve as a panelist for "Tea Time" Panel event on 4/9/21 sponsored by Diversity, Recruitment and Retention office. The panel consisted of women of color discussing their experience in higher education.

The Tribal Liaison attended the Affiliated Tribes of Northwest Indians Mid-Year Conference May 24 – 26, 2021. She serves on the Education Committee and shared with the committee the news of obtaining funding support for the longhouse. During this time the National Indian Education Association held a regional conference for tribes of the Pacific Northwest.

An event titled "Indigikitchen" sponsored by NASU/Men's Resiliency Program/BWER/Tribal Relations held on May 15, 2021 for the NASU and NWIC students. Students were able to gather virtually and cook a meal with ingredients Indigenous to North American with Mariah Gladstone. The event included a history of Native American food systems, Native foodways, and perspectives on re-imagining and reconnecting to Native foods through hunting, foraging, and farming.

### **Training**

The Tribal Liaison was invited by Northwest Indian College to present at the annual Vine Deloria Jr Symposium which was held on May 13-14, 2021. Her presentation consisted of her higher educational experience in a western institution serving Native students.

### **Advisory Functions**

Coordinated with Natalie Baloy of Salish Sea Institute for lecture by Anna Cook of Swinomish 13 Moons Garden. This continued collaboration supports the inclusion of place-based knowledge and building relationships with Northwest Indian College and the Swinomish Tribe.

The Tribal Liaison continues to support Native American Student Union as an advisor. During the month of May the Tribal Relations department supported the Gifts of Gratitude event for students.



This event included 30 kits/bags of pantry essentials, canned goods, and small self-care items. This event was in support of 30 students of color.

**Relationship Building**

Tribal Liaison’s term with Northwest Indian College Board of Trustees has ended and she has resubmitted her application for her position to remain on the Board. She was interviewed by Northwest Indian College Board of Trustees for a second term and she recently learned she will serve another term as board member.

The Tribal Liaison continues to work on building a presence supporting WWU by attending Affiliated Tribes of Northwest Indians conference, as board member of NWIC, Tribal Leaders Congress on Education and National Indian Education Association.

**SMALL BUSINESS DEVELOPMENT CENTER (SBDC)**

**SBDC Bellingham Highlights**

<b>Businesses Served</b>	<b>Q1 2021</b>	<b>Q1 2020</b>	<b>Year 2020</b>
Business Counseling Received	166	170	425
Research or Students Projects	1	6	42
SBDC Sponsored Training Participants	203	181	1,169
Information or Resources Provided	38	81	250

<b>Clients’ Economic Impacts</b>	<b>Q1 2021</b>	<b>Q1 2020</b>	<b>Year 2020</b>
Capital Formation	\$3.5M	\$3M	\$7.3M
Business Starts	1	0	8
Jobs Created or Retained	101	151	391

- Top Industries: Service Establishment, Accommodation and Food Service, Retail Trade
- Top Areas of Counseling: Start-up Assistance, Buy/Sell a Business, COVID-19 Financial or General Support
- Rolling 12-Month Clients’ Annualized Sales: **\$351M**
- Rolling 12-Month Jobs Supported: **3,586**

**Webinars**

<b>Date</b>	<b>Topic</b>	<b>Number of Participants</b>
3/30/2021	The American Rescue Plan Act (ARPA) Q&A	43
3/25/2021	Employee Ownership: A strategy for Business Resiliency and Succession	59
<b>Total</b>		<b>102</b>

**Professional Development - General**

- ASBDC webinar: Analytics of Your Client's Digital Footprint
- ASBDC Webinar: Tips, Hacks, and Planning for Better Social Media

- Aspen Institute - Encouraging Job Quality in Small Businesses: Advising, Lending, and Procurement Approaches
- Crucial Factors to Consider Before Firing
- How to Split Equity with Cofounders: Youtube by Mike Moyer
- SBA Webinar: Taking the Ecommerce plunge: When, Where and How to Sell Online
- WiX Ecommerce Webinar
- WSBDC Spring Conference
- WWU Webinar: "Gloves Off" Economic Forecast

### **Professional Development – Equity and Cultural Awareness**

- Black Excellence Webinar by Jennifeness Tucker
- Ibram X. Kendi - WWU Provost Lecture Series
- Understanding Ethnic Business Communities in Whatcom County webinar

### **Professional Development – Pandemic Relief**

- Connecting Communities® session, "A Year of Crisis, and Now What? Where Our Main Streets Go from Here".
- SBA Webinar: Shuttered Venue Operator Grant
- The Post-COVID Comeback by Jon Schallert, Destination Business Expert

### **Outreach**

- Bellingham Bar and Restaurant Network - Attended meeting
- BIPOC outreach with Cindy Brooks, Economic Recovery Coordinator at North Olympic Peninsula Resource Conservation and Development Council
- Black Business Outreach with Jenefeness Tucker, CBA in South Seattle
- Congressional Outreach with Congressman Rick Larsen
- Congressional Outreach with Congresswoman DelBene
- Downtown Bellingham Partnership - Economic Vitality Committee
- Ferndale Chamber Networking Meeting
- Ferndale Chamber Small Business Support
- Meeting with BECU
- Meeting with Dr. Ray Bowman, Director, Economic Development Collaborative and SBDC of Ventura and Santa Barbara County
- Meeting with Elizabeth Boyle Consulting
- Meeting with Sustainable Connections
- Meeting with Whatcom County Small Cities Partnership
- Research Presentation - Understanding Ethnic Business Communities in Whatcom Co
- Safer Stronger Campaign - Steering Committee

- Team Whatcom COVID-19 Economic Resilience Team
- WBA Business Person of the Year Award - Presented Start Up Business of the Year
- Whatcom Community College - Business and Office Administration Spring Advisory Committee Meeting
- Whatcom Community Foundation - Community Reinvestment Act with Mauri Ingram
- Whatcom Community Foundation - Impact Investing Committee
- Whatcom County Racial Equity Commission - Community Visioning Summit
- Whatcom County Council Advisory Committee - Business and Commerce
- Whatcom County Racial Equity Commission - Meeting with Founders
- Whatcom County Small Cities Partnership

### **SBDC Kitsap Highlights**

<b>Businesses Served</b>	<b>Q1 2021</b>	<b>Q1 2020</b>	<b>Year 2020</b>
Business Counseling Received	57	49	145
SBDC Sponsored Training Participants	56	25	80
Information or Resources Provided	10	21	96

<b>Clients' Economic Impacts</b>	<b>Q1 2021</b>	<b>Q1 2020</b>	<b>Year 2020</b>
Capital Formation	\$557K	\$0	\$2M
Business Starts	1	2	3
Jobs Created or Retained	13	1	121

- Top Industries: Service Establishment, Accommodation and Food Service, Retail Trade
- Top Areas of Counseling: COVID-19 Financial and General Support, Start-up Assistance, Marketing/Sales and Managing a Business
- Rolling 12-Month Clients' Annualized Sales: **\$37.8M**
- Rolling 12-Month Jobs Supported: **76**

### **In the Media**

Bainbridge Island Review: [BI Considers contract to help Local Businesses](#)

### **Professional Development - General**

- Census Builder Data for Small Businesses
- Dividing the Founder's Pie
- Kiva 0% Microlending, with Additional Bump for Rural Businesses
- WSBDC Spring Conference

### **Professional Development – Pandemic Relief**

- National Federation of Independent Business (NFIB) Small Business Tax Essentials

- Restaurant Revitalization Fund Portal Training
- The Post-Covid Comeback: The New Requirements to Build a Destination Business and Community

### **Outreach**

- BIPOC Task Force
- Bremerton Kiwanis
- KEDA Annual Meeting
- Kitsap All Chamber Meeting on Hospitality Sector
- Kitsap Commercial Investors and Bankers
- Kitsap Credit Union Business Development
- Kitsap Immigrant Assistance Center
- Met with Bainbridge Island City Council
- Met with Bainbridge Island City Councilperson Leslie Schneider
- Met with Business Owners at Poulsbo Girls Night Out Event
- Met with Mayor of Bremerton, Greg Wheeler
- Met with Port of Bremerton Business Development Director, Arne Bakker
- Poulsbo Economic Recovery Task Force
- Presented on Facebook Live with Congressman Kilmer
- Presented Shuttered Venue Operator Grant Webinars
- WEDA - SBA - SBDC Technical Assistance Training

## **WASHINGTON CAMPUS COMPACT**

### **All- Presidents' Meeting**

Washington Campus Compact held an all presidents/chancellors meeting on May 20, 2021 titled, "How Higher Education Is Changing and How Presidents Lead Through Change." Thirty-one presidents from four-year public, private, and community/technical colleges participated. Presidents reflected on this past year, the challenges and rewards they faced as leaders, and discussed both short- and long-term changes they anticipated for higher education in the future.

### **Grant Awarded**

Washington Campus Compact/Western Washington University was awarded up to \$1,575,395 in FY 2022 to support the grant, ***Campus Civic Leaders and Engagement Corps***. This funding is for the first year of a renewable three-year grant. Funding will support projects addressing the following issues:

- Academic success and engagement of underrepresented K-12 students
- Academic success and engagement of underrepresented college/university students
- Food security in higher education and communities
- Mental health in higher education and communities
- Environmental stewardship across Washington



## WEB COMMUNICATION TECHNOLOGIES (WebTech)

### Summary

Work continued in supporting the coronavirus messaging to the campus and community. The College of Humanities and Social Sciences continued the work of migrating their department websites into the new format, with [Political Science](#) and [Communications Studies](#) moved.

The [Small Business Development Center](#) updated their website as well as the [Marine and Coastal Sciences](#) program. The Vice Provost of Undergraduate Education's first-year programs have now all been consolidated into a [First Year website](#), the goal being to make the process of finding information and how each program connects simpler.

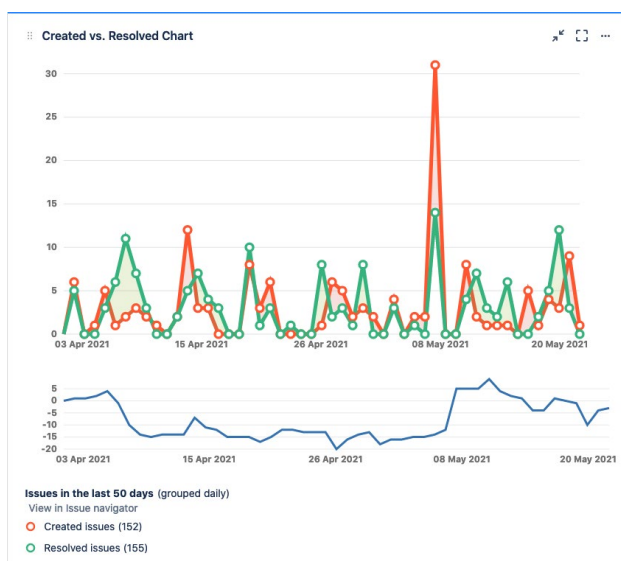
[Huxley College of the Environment](#) and [Academic Technology User Services](#) both upgraded their websites in May, a culmination of several months of work for WebTech with each respectively.

We had to say goodbye to our phenomenal COVID relief funded temporary employee Mario Gonzalez as he reached the maximum number of hours for a temporary appointment. We will miss his perspective as well as his ability to help with the work at WebTech.

In an effort to increase communication with campus stakeholders WebTech has begun publishing [monthly news](#) that highlights recent work accomplished, new tools available for campus site editors, and shared best practices.

[WebAIM in their annual assessment of the top 1,000,000 websites crawled ranked wvu.edu](#) at 20,049 with zero errors detected. This is a dramatic improvement from past years where Western ranked well, but with detectable errors. It is important to note that this was a singular snapshot of one page and their methodology leveraged automated checks, but the result is worth noting.

### WebTech Workload



Resolution of tickets increased slightly over the prior period, with 155 resolved issues. 152 new issues were created in the same time. The large increase in created tickets is due to a large demand for WebTech's assistance in testing software on campus for accessibility barriers.

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

**TO:** Members of the Board of Trustees

**FROM:** John M. Meyer, Chair, Board Committee on Trustees

**DATE:** June 11, 2021

**SUBJECT:** **Board Trustees Remarks**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

**23. DATE FOR NEXT REGULAR MEETING**

- **August 19 & 20, 2021**



## **24. ADJOURNMENT**