

**Western Washington University  
Board of Trustees  
Agenda  
Friday, June 13, 2014**

**FRIDAY, June 13, 2014**

**Location: OM 340  
Time: 8:00 a.m.**

**Breakfast with the 2014 Presidential Scholars in the Solarium**

8:00 – 8:45

**BREAK 8:45 – 9:00 (15 minutes)**

**1. CALL TO ORDER, APPROVAL OF MINUTES**

9:00 – 9:05

- a. Board of Trustees Meeting, April 3, 4, 2014

**1. PUBLIC COMMENT PERIOD**

9:05 – 9:15

**2. RECOGNITIONS AND INTRODUCTIONS**

9:15 – 9:35

- Kit Spicer, Dean, College of Fine and Performing Arts
- Steve Card, Athletic Director
- Darin Rasmussen, Chief of Police
- 2014 – 2015 Associated Student Board of Directors
- 2014 Leaders in Health Care Awards: Achievement in Wellness Programs - WWU Faculty & Staff Wellness Program
- Fulbright Scholars & their Advisors
- Jeff Wright, Dean, College of Science and Technology

**4. BOARD CHAIR REPORT**

9:35 – 9:45

- Resolution No.2014-02 Recognizing the Service of Board Member Heather Flaherty

**5. UNIVERSITY PRESIDENT**

9:45 – 9:55

**6. ASSOCIATED STUDENTS**

9:55 – 10:05

**7. FACULTY SENATE**

10:05 – 10:20

**BREAK** 10:20 – 10:30 (10 minutes)

**ACTION ITEMS**

**8. 2014 - 2015 STUDENT FEES**

10:30 – 10:35 Presentation: Eileen Coughlin, Sr. Vice President, VP for Enrollment and Student Services

10:35 – 10:40 Discussion

- a. Services & Activities Fee
- b. Student Health Service Fee
- c. Student Recreation Fee
- d. Student Technology Fee
- e. Non-Academic Building Fee
- f. Green Energy Fee
- g. Transportation Fee
- h. Legislative Action Fund

**9. ACADEMIC PROGRAM FEES**

10:50 – 10:55 Presentation: Brent Carbajal, Provost and Vice President for Academic Affairs

10:55 – 11:00 Discussion

**10. RENAMING OF THE COLLEGE OF SCIENCES AND TECHNOLOGY**

11:00 – 11:10 Presentation: Brent Carbajal, Provost and Vice President for Academic Affairs

11:10 – 11:15 David Bover, Associate Dean, College of Sciences and Technology

Discussion

**11. ELECTION OF BOARD OF TRUSTEE OFFICERS**

11:15 – 11:20 Presentation: Peggy Zoro, Chair

Discussion

**DISCUSSION ITEMS**

**12. CAMPAIGN UPDATE**

11:20 – 11:25 Presentation: Stephanie Bowers, Vice President for University Advancement

11:25 – 11:30 Discussion

**13. COMMITTEE ON TRUSTEES REPORT**

11:30 – 11:35 Presentation: Karen Lee, Chair, Board Committee on Trustees

Discussion

**14. AUDIT COMMITTEE REPORT**

11:35 – 11:45      Presentation: Dick Thompson, Chair, Board Audit Committee  
Discussion

**15. INFORMATION ITEMS**

11:45 – 11:55 p.m.

- a. Academic Reports
- b. Admissions and Enrollment Summary
- c. University Advancement Report
- d. Capital Program Report
- e. Quarterly Grant/Contract Report
- f. University Relations and Community Development Report

**16. PASSING THE GAVEL**

**17. DATE FOR NEXT REGULAR MEETING: August 21, 2014**

**18. ADJOURNMENT**

**LUNCH** – Box Lunches to go

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 13, 2014  
**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 3, 4, 2014

**Supporting Information:**

Minutes of April 3, 2014  
Minutes of April 4, 2014 and Attachment A

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
THURSDAY, April 3, 2014**

**1. CALL TO ORDER**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 3:00 p.m., Thursday, April 3, 2014 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

Peggy Zoro, Chair  
Karen Lee, Vice Chair  
Betti Fujikado, Secretary  
Dennis Madsen  
Dick Thompson  
Ralph Munro  
Sue Sharpe (*via conference phone*)  
Heather Flaherty

**Western Washington University**

Bruce Shepard, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for University Advancement  
Steve Swan, Vice President for University Relations and Community Development  
Carly Roberts, Associated Students President  
Lisa Wochos, Assistant Attorney General  
Sherry Burkey, Associate Vice President for University Relations and Community Development  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

**2. GRADUATE PROGRAMS**

President Shepard introduced Brent Carbajal, Provost and Vice President for Academic Affairs who introduced Kathy Kitto, Dean, Graduate School & Vice Provost for Research & Sponsored Programs, Michael Barr, Associate Dean, Graduate School and Kristi Lemm, Graduate Council Representative. Provost Carbajal said that the graduate programs at Western Washington University are well aligned with Western's mission, vision, and strategic goals and contribute

significantly to each of Western's five strategic goals. The mission of the Graduate School itself is to advance, promote, and serve graduate faculty, students and programs through advocacy, leadership, and oversight. Dean Kitto gave a presentation regarding Western's current graduate programs and how programs are decided and administered.

Kitto noted that consistent with WWU's mission, eight types of graduate degrees are currently offered:

- Master of Arts
- Master of Science
- Master of Education
- Master of Business Administration
- Master of Music
- Master of Professional Accounting
- Master in Teaching
- Master of Fine Arts (new, Fall 2013)

She said that five objectives guide the diverse set of graduate programs at Western:

- preparing qualified professionals to be certified for professional associations;
- preparing highly-qualified teachers;
- providing postgraduate education and training in disciplines by emphasizing research methods and skills for completing an independent research project;
- preparing students to enter PhD programs or other advanced study; and
- providing advanced training for practicing professionals.

Kitto said that several of Western's degree offerings are also accredited by external agencies. She noted that the University is a member of the Council of Graduate Schools (CGS) and adheres to the general policies and criteria established by this national association. Western offered its first entirely distance learning masters' degree in Continuing and College Education starting last academic year. During budget reductions, five low enrollment masters programs or options were either closed or placed in moratorium (meaning no new students are admitted). The Master in Professional Accounting was revitalized this academic year and a new Master of Fine Arts was successfully launched.

Kitto said that currently, there are 670 active graduate students, while there are an additional 268 "dormant" graduate students. She explained that the term "active" is used for graduate students actively enrolled in the current quarter. Dormant is the term for students pursuing a graduate degree, but are not actively enrolled in the current quarter. Kitto said that graduate students contribute significantly to instruction and mentoring of our undergraduates. With about 240 different graduate students serving as Teaching Assistants (TAs). This equates to roughly 180 TA positions or about 90 FTEs, with about 60% being funded from the graduate school and 40% by the colleges. Another 60+ graduate students are currently working as research assistants. She said that since July 2012, graduate students are no longer eligible for federally subsidized

student loans. About two-thirds of the graduate enrollment is within two colleges (40% within Woodring College of Education; 27% within the College of Humanities and Social Sciences). The remaining third is fairly evenly divided among the College of Business and Economics, the College of Sciences and Technology, and the Huxley College of the Environment. There is also a small program within the College of Fine and Performing Arts.

Kitto said that this academic year the Graduate School is conducting an appraisal for each of Western's graduate programs. According to the Council of Graduate Schools, "an appraisal provides critical information about the size and stability of the program, its future faculty resources and student market, its equipment and space needs, its strengths and weaknesses, and its contribution to the mission of the institution. It helps set goals and directions for the future and ensures that overall academic planning and budget decisions are based on real information and agreed-upon priorities, not vague impressions or theoretical schemes." Completing the appraisal is the first step in a process designed to help the Graduate Council create guidelines for future strategic investment in graduate education at Western. The Graduate Council will thoroughly review the information provided during the summer and fall of 2014, and this review will be incorporated into discussions timed with the next University budget cycle.

Trustees had questions regarding time to degree and whether a thesis is required. Kitto said each program is different as far as requirements to degree and thesis projects, but that all require some kind of culminating project. There was also discussion on whether Western's programs were comprehensive or terminating degrees meant to prepare for further education or to prepare students for their chosen careers. Kitto said that it depends on the program, but that Western has some of both. Trustees also commented on the fact that TAs assist in the classroom and had questions about their teaching involvement and any possible tuition assistance for the work that they do. Kitto stated that Western is looking at participating in a federal grant program for matching money to help with paying TAs. Kitto also stated that TAs are always supervised by a faculty member and that students still have contact with the faculty member. Trustees asked what can they do to help the graduate programs and were told that it was important to support the graduate students as well as the undergrads and continue to fund and help build the programs as requests come forward to the Board for approval.

### **3. 2015 – 17 DECISION PACKAGE PROPOSALS**

President Shepard introduced Richard Van Den Hul, Vice President for Business and Financial Affairs and Linda Teater, Director, Budget Office to present the next agenda item. Vice President Van Den Hul reminded the Trustees of a presentation at the December 2013 Board Meeting regarding Western's planning and budgeting process, showing how it is a bottom-up, transparent and collaborative process while tying budget decisions to strategic long term plans. Van Den Hul said the divisions had submitted 13 decision package proposals for consideration to be part of Western's FY 2015-2017 budget request. The proposals have been presented to the University Planning and Resources Council (UPRC), the Deans and audio cast to the campus

and placed on the University's website. These proposals are now being considered at the university level and that he welcomes any Board insight.

Van Den Hul said that after Board discussion at this Board meeting, and after receiving UPRC and campus input, the President, Vice Presidents and Deans will develop a list of recommendations, and share those recommendations with the UPRC and the campus for comment prior to returning to the June Board meeting for a penultimate review. The Board will act in August to adopt a proposed 2015-17 budget request incorporating decision packages as the Board sees fit.

Trustees expressed gratitude for being able to have several looks and discussions on the proposals, they feel it lets them be more knowledgeable about their votes at the end of the process. Trustees discussed which of the proposals built on current Western strengths or which ones propped up a current weakness and were the best use of campus resources. There was also discussion on whether there had been lessons learned in this process as far as areas that could be funded in other alternative ways or reorganized/reworked. Trustees discussed attributes of some of the specific proposals but did not specify which ones should be selected. Trustees did agree that student success in all its aspects should be a high priority for the university.

**4. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REAL ESTATE AND LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110.**

At 4:39 p.m. Chair Zoro announced that the Board would convene in Executive Session for approximately twenty five minutes to discuss (real estate, personnel, and legal matters.)

The Board returned to open meeting at 4:52 p.m. with no action to report, and adjourned the meeting until Friday morning.



**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
FRIDAY, April 4, 2014**

**1. CALL TO ORDER**

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m., Friday, April 4, 2014 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

Peggy Zoro, Chair  
Karen Lee, Vice Chair  
Betti Fujikado, Secretary  
Dennis Madsen  
Dick Thompson  
Ralph Munro  
Sue Sharpe (*via conference phone*)  
Heather Flaherty

**Western Washington University**

Bruce Shepard, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Steve Swan, Vice President for University Relations and Community Development  
Johann Neem, Faculty Senate President  
Carly Roberts, Associated Students President  
Lisa Wochos, Assistant Attorney General  
Sherry Burkey, Associate Vice President for University Relations and Community Development  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

**1. CALL TO ORDER, APPROVAL OF MINUTES**

MOTION 4-1-2014: Trustee Thompson 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 6 & 7, 2014

The motion passed unanimously.

## **2. PUBLIC COMMENT**

As per Amended RCW 28.B.20.105, the Board of Trustees provided time for a Public Comment period. One person signed up to testify before the Board, and Chair Zoro gave her three or so minutes to address the Board.

Annika Wolters, a Western undergraduate student signed up to provide public comment regarding diversity efforts around campus. Wolters stated that she is the current President of the Black Student Union and involved in other campus diversity groups. She said that she has noticed the recent conversations and efforts to encourage diversity and hoped that it continues. She also stated that she would like to see the conversations turn into actions sooner rather than later.

## **3. BOARD CHAIR**

Chair Zoro provided a brief report on which trustees would be attending the upcoming Association of Governing Boards (AGB) Conference. Zoro also let the Board know the plans for this summer's Board work session in August, explaining that the Board meeting would be on Thursday, August 21<sup>st</sup> and the Board work session would be the next day at an off-site location. She also stated that Dr. John Moore would once again facilitate part of the Board work session as in previous years.

## **4. UNIVERSITY PRESIDENT**

President Shepard explained that the Northwest Commission on College and Universities (NWCCU) Accreditation Board had just finished an onsite visit, adding that the accreditation board spoke highly of Western's prepared materials but also had some critiques that President Shepard would like to discuss with the Board of Trustees at a future meeting. Shepard said that accreditations are always a useful tool for institutions to take the opportunity to evaluate and improve and he was pleased the report provided a look for ways to improve.

President Shepard also updated the Board on the recent adjustment to the university's minimum level of compensation floor and a one-time lump sum payment that was agreed to by the University and the Washington Federation of State Employees and the Public School Employees of Western Washington University unions to help raise some Western employees closer to a living wage of \$15 an hour.

President Shepard turned the remainder of his time over to Brent Carbajal, Provost and Vice President for Academic Affairs to update the Board on the recent hiring activity. Provost Carbajal started by saying that Western is just emerging from a three year hiring freeze, that they are only hiring in critical areas and that these positions are not increases except in the Science, Technology, Engineering and Math (STEM) areas that were provided for by the State. He said that since September 2013 there have been 61 tenured faculty position searches. Of those searches there have been 35 confirmed hires, 2 failed searches and 17 ongoing searches. Carbajal said the results have been promising and that he is looking forward to new faculty orientation for this coming academic year. Trustees had questions about the quality of candidates that are searches are attracting and were encouraged by the positive responses.

**5. ASSOCIATED STUDENTS**

Carly Roberts, Associated Student President provided the Board an update on the AS Board's current initiative effort for Divestment in fossil fuel companies. Roberts also said that it is filing time for students who wish to run for AS Board 2014 – 2015 positions and that she will be ready to introduce the new AS Board at the next Board of Trustees meeting.

**6. FACULTY SENATE**

Johann Neem, Faculty Senate President stated that the changes that he had introduced to the Board regarding the University Planning and Research Council (UPRC) at the last meeting went through. Neem also discussed the Faculty Workload Discussion and Survey noting that the faculty senate had finished collecting data and would have conclusions soon.

**7. CONSENT ITEMS**

Chair Zoro introduced the consent items. There were no questions or discussion.

MOTION 4-2-2014: Trustee Thompson moved, that the Board of Trustees of Western Washington University, on the recommendation of the President, approves the following consent item:

- Construction Contract for Wilson Library Clay Tile Roof Replacements and Attic Insulation, Parks Hall and Fine Arts Gallery Flat Roof Replacement, PW 671
- Construction Contract to Replace Steam Piping at Ridgeway Complex, PW 674
- Construction Contract for Performing Arts Center Exterior Renewal, PW 677
- Construction Contract for North Campus Utility Upgrade, PW 678
- Delegation of Authority to Award Construction Contract for Classroom and Lab Upgrades Phase 1, PW 679A

The motion passed unanimously.

**8. APPROVAL OF HOUSING AND DINING RATE INCREASES FOR 2014 – 2015**

President Shepard asked Senior Vice President Coughlin to introduce the next agenda item to which she provided background on the process of how Housing and Dining rates are reviewed and decided upon. She said that over 150 students view the materials before they are approved by various campus groups. Coughlin said that previous plans regarding Eden's North expansion and remodel have been put on hold for a year while Enrollment and Student Services continues to study dynamics on campus, although it will still show on the long term plans. Trustees had questions about how on campus housing compared with off campus housing and Western's rates versus other Washington State campuses. Coughlin stated that Western is the only University that charges the same rate for all the traditional campus housing, while other campuses charge a different rate per facility.

Trustees also had questions about the dining contracts offered and the quality of food on campus. Coughlin talked about the dining services committee on Campus. She introduced Leonard Jones, Director of University Residences who described the dining services committee and explained the quality control work that goes into dining services to increase the quality and satisfaction to students. Jones talked about the recent effort to connect with students on their terms by having ice cream socials in each of the dorms and other campus locations during the evening hours. He said that during the meetings Jones and Interim Police Chief Darin Rasmussen discussed various issues under their division and listened to student concerns and feedback.

MOTION 4-3-2014: Trustee Munro moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached (See Attachment A). The 2014-2015 proposed rates call for a 4.0 percent increase in residence hall and Birnam Wood apartment rental rates.

The motion passed unanimously.

## **9. APPROVAL OF BOARD MEETING DATES FOR 2015 & 2016**

President Shepard introduced this agenda item by stating that the below dates are the proposed dates for the Board of Trustees Regular meetings in the years 2015 and 2016. He said that by bringing dates forward now will allow Trustees to get them on their calendars and plan accordingly.

MOTION 4-4-2014: Trustee Munro moved, that the Board of Trustees of Western Washington University establish the following meeting schedule for the year 2015 and 2016:

February 12, 13, 2015	February 11, 12, 2016
April 9, 10, 2015	April 7, 8, 2016
June 11, 12, 2015	June 9, 10, 2016
August 20, 21, 2015	August 18, 19, 2016
October 8, 9, 2015	October 13, 14, 2016
December 10, 11, 2015	December 8, 9, 2016

The motion passed unanimously.

## **10. IT SECURITY REPORT**

President Shepard asked Brent Carbajal, Provost and Vice President for Academic Affairs, to introduce John Lawson, Vice Provost for Information Technology and CIO and Linc Nesheim, Information Security Officer. Nesheim's presentation provided the Board with an update on current data security initiatives. Nesheim introduced an article from The Baltimore Sun that described recent university data security incidents and the balance institutions need to achieve between data security and access to online resources for academic and research purposes. Also mentioned were recommendations to the recent Information Technology Security Audit done by LBL Technologies. Nesheim said that the recommendations included suggestions for

improving Western's efficiency, effectiveness, compliance to reduce security risks, and improving Western's ability to detect and act on security intrusions. Nesheim said that immediate action was taken on those areas where a high level of threat existed or where changes could be easily implemented. Other areas were either addressed more methodically or as resources allowed, but progress has been made in all areas. Lawson said that the Internet is a dangerous and ever changing environment explaining that the 'bad guys' only need to be right once, and Western's team must be right all the time to protect the University's data.

Trustees had questions regarding data the University collects, and whether we need to collect it and how that decision is made. Nesheim said that there are ongoing conversations about what data we need and what we don't, but some conditions are set by outside requirements like data for federal financial aid or programs. There was also Trustee interest in the human element of information technology in regards to training and making staff aware of their responsibility in protecting the data. Nesheim said he is currently working on revising processes and training and hopes to improve that part of the culture on campus.

## **11. VICE PRESIDENTS' DRAFT 2015-2017 CAPITAL REQUEST AND 2015 - 2025 CAPITAL PLAN**

President Shepard asked Richard Van Den Hul, Vice President for Business and Financial Affairs to present this agenda item. Vice President Van Dun Hul gave a brief summary of the material explaining that it was a preliminary draft meant for discussion by the Board and that the University's final 2015-2017 Capital Budget Request and 2015-2025 Capital Plan would be brought to the Board for approval at the June 2014 meeting following review and comment by the campus community, University Planning and Resources Council (UPRC), and further refinement by the Vice Presidents and President.

Trustees had questions about the strategy of moving the Carver Academic Building renovation project forward in future legislative budgets. There was also discussion regarding various projects on the plan and where they fit in each biennium and possible alternative funding with both state funds and non-state funds.

## **12. MARKETING WESTERN THROUGH VIDEO**

President Shepard invited Steve Swan, Vice President for University Relations and Community Development to introduce his co-presenters. Swan introduced Matthew Anderson, New Media Coordinator, University Communication and Marketing, Rhys Logan, Visual Journalist, University Communication and Marketing, Corey Colbo, Western graduate, and students Angelica Metcalfe and Austin Smith. Matthew Anderson provided the Trustees a brief background of the two videos that were shown. The first video provided highlights of videos that Logan has produced in the couple of months he has been working at Western. The second video was a portion of a *Western Window*, a result of a student internship program with all work done by students.

Trustees provided positive feedback to the videos, and commented that it makes them proud to be associated with Western. There were also questions about the primary audience, how to get the media seen and how to reach diverse populations. Swan and Anderson said that videos are posted on various social media sights that young adults are frequent, adding that their division is currently learning and thinking of new ways to get the word out to the public and various

stakeholders. The presentation continued with the students Colbo, Metcalfe, and Smith discussing their experience working on the *Western Window's* internship and the benefits they gained with the hands-on experience.

Chair Zoro announced a break at 10:37 am. The board returned and reconvened the meeting at 10:52 am.

### **13. CAMPAIGN UPDATE**

Stephanie Bowers, Vice President for University Advancement reported that as of March 31, 2014 the campaign was at \$38 million. Bowers went on to say that her office is still evaluating what the campaign goal should be. Annual Endowment Reports went out in April with personalized notes to each person who has an endowment with the foundation letting them know the progress on their individual investments.

Trustees had questions about the search for the new investment manager. Bowers said that the driver is mainly fee based since Western has a relatively small endowment and fees are very important. She said that it is also important the investor understands foundations and universities' needs and the landscape of education in general. She noted that there have been proposals and visits from several companies, with a recommendation coming in May.

### **14. OLYMPIA UPDATE**

Chair Zoro presented Sherry Burkey, Associate Vice President for University Relations and Community Development with a thank you gift for being "Western's soldier" in Olympia. Burkey gratefully accepted and thanked all those on campus who help get her throughout the year. Burkey then went on to give a brief outline of the 2014 Legislative Session.

Highlights include:

- Washington State Legislative Session adjourned on time, marking the first time in several years the legislature has not gone into special session.
- The Supplemental Operating Budget included \$25 million for the Opportunity Scholarship, \$5 million for the State Need Grant, and several small institutional investments for higher education. There was also language extending the tuition freeze through next year.
- For the first time since 1994, the legislature adjourned without adopting a capital budget. Prior to the session, the Governor's proposed capital budget included \$5 million to begin the construction phase for Western's Carver Academic Facility project.
- The REAL Hope/ DREAM Act passed the legislature on a bipartisan vote.
- The Council of President's yearly efficiency legislation passed this year as well.
- Two priorities for veteran's higher education passed the legislature this year. One that allows credit for prior military training and/or programs and the other that removes the one-year waiting period for veterans and families for in-state tuition.

Burkey said that looking ahead to the 2015 Legislative session, Western will continue to bring proposals to the legislature that build on our considerable strengths to serve the needs of the

state of Washington. She said budget leaders will face significant challenges as they look to meet the requirements set forth in the McCleary decision, which may require \$2 - \$4 billion in new funding for K-12 education in order to meet the state's constitutional mandate to provide for basic education as defined by the state Supreme Court.

Trustees expressed concerns that budget challenges might divide attentions in Olympia, both in dollars and efforts. Trustees also stated that Western needs to reinforce the long term perspective and keep telling its great story of serving Washington in order to continue to garner the positive attention that we need.

## **15. AUDIT COMMITTEE REPORT**

Trustee Dick Thompson, Chair, Board of Trustees Audit Committee gave a brief report regarding the Audit Committees meeting from the previous day. He talked about Kim Herrenkohl, Internal Audit Director, leaving Western, noting that Vice President Van Den Hul's division is leading the interim work processes and transition. He said that there is a plan to begin the search for a replacement shortly with the expectation of a new hire made by July. Thompson said that the committee wants to keep the momentum going on the important work that the internal audit office is doing.

## **16. INFORMATION ITEMS**

### **a. Mid-Year Housing and Dining Report**

Vice President Coughlin provided a written report regarding the university's housing and dining programs.

### **b. University Advancement Report**

Vice President Bowers provided a written report on the university's Alumni Relations and Western 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 Community Development Report**

Vice President Swan provided a written report documenting recent activities of University Relations and Community Development.

### **e. Annual Sustainability Report**

Vice President Van Den Hul provided a written report on the university's sustainability projects, efforts and implementations throughout the year.

### **f. Professional Leave Report**

Provost Carbajal provided a written report regarding faculty granted professional leave for the 2014/2015 academic year.

### **g. Tenure & Promotion Report**

Provost Carbajal provided a written report regarding the newly promoted and tenured faculty.

### **h. Admissions and Enrollment Report**

Vice President Coughlin provided a written report regarding the university's enrollment and admissions.

**17. DATE FOR NEXT REGULAR MEETING: June 12, 13, 2014**

18. The meeting adjourned at 11:24 a.m.

**19. LUNCH**

The Trustee enjoyed lunch with Associated Students Board at the Viking Commons.



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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard on behalf of Vice President Eileen V. Coughlin  
**DATE:** April 3, 2014  
**SUBJECT:** **Housing and Dining Rate Increases for 2014 – 2015**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

To obtain approval from the Board for increases in rates for Housing and Dining room and board for 2014-2015.

**Points to Consider:**

- The rate increase addresses modest inflation and capital plan expenditures, and support initiatives to improve student academic success and enhance residential services.
- The proposed 4.0% rate increase allow investment for scheduled renovations; is in the rate increase range of 4% – 5% projected in the 10-year capital plan; and is sensitive to students' total WWU cost.
- The current long-term capital plan, shared at the Trustee's December 2012 meeting, was based on the approximate rate increases shown below. Capital plan revisions and adjustments to inflation estimates may result in changes to these estimates.

Year	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>
<i>Estimated</i>	4.75%	4.75%	4.75%	3.50%	4.25%
<i>Actual/proposed</i>	4.25%	4.00%	3.00%	3.00%	4.00%
Year	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
<i>Estimated</i>	4.25%	4.25%	4.25%	4.25%	4.25%

**Supporting Information:**

- Housing and Dining Proposed Rates (copy of document shared with student groups)
- Housing and Dining Proposed Operations for 2013-14 and 2014-15
- Rate Comparison Charts
- Ten-year Rate History

**Source of Funding:**

Housing and Dining System

**Action/Decision Needed from the Board:**

Approval of the proposed room and board rates for 2014-2015.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2014-2015 proposed rates call for a 4.0 percent increase in residence hall and Birnam Wood apartment rental rates.

**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM  
2014-2015 PROPOSED RATES**

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

**PRO-FORMA SUMMARY:**

**March 5, 2014**

Introduction

The attached budget and rates and supporting documentation represent recommendations for fiscal year 2014-15. The department's leadership has strived to account for the potential impact on the System, and the proposed rate increase has thoughtfully considered relative to the total cost for students to attend Western. Each operating line item in the budget has been reviewed to ensure revenue opportunities are examined and costs are managed carefully. This budget and rate proposal responsibly respond to inflationary pressures, maintain the core functions of Western's quality residential program, and add components to increase student satisfaction and success. As with every year, a major influence for planning came from the University's Strategic Plan and standards and expectations outlined in the Principles for the Housing & Dining System. This recommended budget meets those standards and ensure management attend to the necessary reserve fund balances, planned major maintenance, debt service coverage, and capital planning. The figures and explanatory text reflect student input from surveys and committees as well as the most recent projections for revenue and expenditures.

The Capital Plan

The Enrollment and Student Services Housing & Dining Capital Plan addresses the long term financial strength of the System and ensure the System's facilities meet Western's enrollment plan, meet or exceed the Board of Trustees fiscal principles, invest in infrastructure to ensure longevity, health and safety, and respond to changing student needs and expectations. Projects planned for fiscal year 2015 include the commencement of the two-phase Nash fire sprinkler and seismic project, and the Kappa fire sprinkler project. Capital projects planned over the following 10 years include room and bathroom renovations, upgrade to radiant heat systems, and seismic upgrades.

Why is a Housing Rate Increase Needed?

The proposed rates represent the System's continued efforts to provide a quality program at an affordable cost. The attached documents review the impact of the additional costs to the system, and the results of the responses to those impacts. The increases addresses external rate pressures such as inflationary and recharges rate increases, and continues transfers to the System's capital plan supporting the System's ongoing investment in renovations. Enhancements for 2015 include investments in student success and achievement, continuous academic year housing (open over winter and spring breaks), adding another late night dining option, and continued expansion of local and organic food options. System's staff continue investigate efficient operating methods and ways to bring services to students. State funds are not used to support the Housing & Dining system.

Proposed Rate Increase:

- The proposed Residence Hall and Birnam Wood rate increase is 4%.
- The budget and rate materials presented below show the System can support its 2014-15 programs with a rate increase of 4% based on our current understanding of expected inflationary pressures.
- The 4% increase is consistent with the long range financing plan presented to the Board of Trustees which projects annual increases for the System in the 4% -5% range over a ten year period. The projects in the long range financing plan are not negatively impacted by this slight reduction.

Impact of the Rate Increases

- Residence Halls: At a 4% increase, a double room w/125 Meal Plan increases \$41/month or \$372 for the school year.
- Birnam Wood: With 4 residents per unit: At a 4% increase the rent increases \$13.61/month or \$122 for the school year.

**Background Information and Revenue & Expenditure Details:**

Comments and figures pertaining to FY2015 are as compared to the FY2014 proposed budget and rates presented at the April 2013 Board of Trustees meeting.

**Revenue Highlights and Assumptions**

- Overall, the budgeted Operating Revenue increase is \$1,652,000 or 4.2% over FY2014's proposed budget.
- Occupancy projections assume Fall 2014 week two residence hall counts being the same as was proposed for Fall 2013 (3,525). Actual Fall 2013 week two residence hall occupancy was 3,547. Residence hall + apartment occupancy budgeted for Fall 2014 week two count is 4,036 vs. 4,053 proposed last year (Fall 2013.)
- Bond interest subsidy reduced as a result of federal budget sequester impact.
- Conference revenues reduced \$27,000 (-4.7%) due to anticipated reduced conference bookings.
- There is no increase proposed to the Viking Union building fee for 2014-15, and the S&A Fee revenue is shown at no increase based on early estimates of enrollment patterns.

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

- Budgeted Operating Expenditures are projected to increase by \$1,246,000 or 4.7%.
- Salaries and Benefits increase \$218,000 or 3.5%. Primary drivers for the increase are additional staff to support division efforts to invest in student success and achievement; allowance for possible State cost of living increase, increase to the State minimum wage, and room and board increase for resident advisors.
- Dining services rates are under negotiation. The increase shown includes an estimated residential dining rate increase per the WWU-Aramark Agreement, and the implementation of an additional late-night dining option.
- Utilities: Taken together the various utilities expenditures decrease approximately \$31,000 (-2.4%), influenced primarily by the heat/natural gas line item.
- Maintenance and repairs increase \$119,000 or 5.8% to reflect anticipated labor and supply increases and increased maintenance needs.
- Institutional Services, which include the University's Administrative Services Assessment (ASA) and University Police (Greencoat security staff), increases \$77,000 or 5.4%. The ASA recharge rate is projected to be 5.5% of adjusted revenue compared to 5% for FY2014.

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

- Allocations for major repairs and planned renovations increase \$157,000 or 4.4%. This investment in the existing facilities keeps the System ahead of targeted levels per the fiscal principles established by the Board of Trustees.
- Transfer to the System's capital plan increases \$333,000 or 9.5%. Upcoming projects include the addition of fire sprinklers to Nash & Kappa.
- Overall, budgeted Non-Operating expenditures and transfers increase \$405,000 or 3.2%.

**WESTERN WASHINGTON UNIVERSITY - HOUSING AND DINING SYSTEM  
PROPOSED OPERATIONS FOR BUDGET YEARS ENDING JUNE 30, 2014 & 2015**

	<b>PROPOSED BUDGET 2013-14 As Presented to BOT</b>		<b>DRAFT BUDGET 2014-15 As of 3/4/14</b>		<b>PERCENT CHANGE</b>		<b>DIFFERENCE BUDGET \$</b>
<b>REVENUES</b>							
Room and Board Payments	\$32,973,000	1	\$34,635,000		5.04%	2	\$1,662,000
Room and Board Fees and Penalties	160,500		160,500		0.00%		0
Investment Income	32,000		34,000		6.25%		2,000
Bond Interest Subsidy	304,574		295,637		-2.93%	3	(8,937)
Housing Rentals	100,850		100,850		0.00%		0
Conferences	573,069		546,069		-4.71%	4	(27,000)
Commissions	1,832,300		1,848,800		0.90%		16,500
Viking Union Programs & Services	148,700		150,700		1.34%		2,000
S & A Fee Distribution (Viking Union)	1,253,000		1,253,000		0.00%		0
Building Fee (Viking Union)	1,606,579		1,606,579		0.00%		0
Other	103,150		108,150		4.85%	5	5,000
Total Revenues	\$39,087,722		\$40,739,285		4.23%		\$1,651,563
<b>OPERATING EXPENDITURES</b>							
Salaries & Benefits	\$6,337,090		\$6,555,465		3.45%	5	\$218,375
Food Service (net of capital contribution)	11,381,927		11,954,371		5.03%	6	\$572,444
Communications	367,230		367,999		0.21%		\$769
Electricity	776,935		782,023		0.65%		\$5,088
Heat	1,308,966		1,277,761		-2.38%	7	(\$31,205)
Water/Sewer	436,227		462,358		5.99%		\$26,131
Refuse Disposal/Recycling	266,651		266,812		0.06%		\$161
Television Cable	111,725		116,725		4.48%		\$5,000
Maintenance & Repairs	2,058,865		2,178,203		5.80%		\$119,338
Operating Supplies	245,975		255,479		3.86%		\$9,504
Equipment	469,811		473,811		0.85%		\$4,000
Insurance	451,852		472,722		4.62%		\$20,870
Rentals and Operating Leases	9,475		14,475		52.77%		\$5,000
Re-charged Services & ASA	1,425,915		1,503,018		5.41%	8	\$77,103
Student Services Support	78,000		222,000		184.62%	9	\$144,000
Other Expenditures	810,639		880,519		8.62%	10	\$69,880
Total Operating Expenditures	\$26,537,283		\$27,783,741		4.70%		\$1,246,458
<b>NON-OPERATING EXPENDITURES/TRANSFERS</b>							
Bond Debt Service	\$5,459,189		\$5,373,965		-1.56%	11	(\$85,224)
R&R/ Minor Cap./Public Works Projects	3,579,850		3,737,246		4.40%		157,396
Other Transfers	0		0		0.00%		0
Transfer for capital plan support	3,511,400		3,844,333		9.48%	12	332,933
Total Non-Operating Expenditures	\$12,550,439		\$12,955,544		3.23%		\$405,105
Total Expenditures	\$39,087,722		\$40,739,285		4.23%		\$1,651,563
<b>EXCESS (DEFICIT) OF REV OVER EXP</b>	<b>\$ 0</b>		<b>\$ (0)</b>		<b>0.00%</b>		<b>\$ (0)</b>

SEE FOOTNOTES FOR EXPLANATIONS

**FOOTNOTES TO THE ATTACHED 2014-15 HOUSING & DINING SYSTEM PROPOSED BUDGET**

- (1) The 2013-14 Budget, as approved by the WWU Board of Trustees April 2013, is shown to compare with the 2014-15 proposed budget. After Fall opening, adjustments were made based on an analysis of opening residence hall and apartment occupancy. Those October 2013 revisions are not shown here.
- (2) Room & Board rate increase is proposed at 4%. Percent change varies as voluntary meal plan revenues were adjusted to match actuals. Opening residence hall counts uses same as 2013-14 proposed opening counts.
- (3) Bond Interest Subsidy reduced per announced estimate of federal sequester impact.
- (4) Reduction in Conference/Guest Housing revenue based on anticipated Summer 2014 bookings. Rate increase is 2%.
- (5) FY2015 incorporates addition of residence life staff to support WWU academic success and retention efforts. Additional increases include allowance for State cost of living increase, and a minimum wage increase.
- (6) The Food Service line incorporates expenses for residential dining, catering, conference dining and departmental food costs. The increase shown is due to board plan price increase and some enhancements to the board dining program, and an adjustment to voluntary meal plan counts.
- (7) Natural gas budget reduced to reflect recent history and planned levels.
- (8) Line item total includes institutional services recharge (ASA) and the expense for University Police Greencoats (Safety Assistants). The WWU overhead assessment rate used for FY2014 is 5.5% vs. 5% for FY2014.
- (9) Support to Enrollment & Student Services components that support the University Residences mission. FY2015 increase due to institutional re-basing decision which, at the time of the 2013-14 rate presentation, was not formalized and incorporated into the expense line.
- (10) This category includes expenditures for: Support provided to other departments pertaining to URes programs, student activities, audit, consultant, and client services, printing & copies, laundry, and other. Other increases include increases to printing, training, & travel.
- (11) Comparative variance in debt service expense due to the FY2014 amount being based on a prior debt service schedule while the FY2015 figure reflects the System debt service schedule after the 2012 bond issuance. Bond debt service amount shown includes BAB federal credit payment.
- (12) The "Transfer for Capital Plan Support" is an allocation representing operating, non-operating and Building Fee funds to be placed into the System's renewal & replacement reserve fund for planned Capital Plan projects for University Residences and the Viking Union

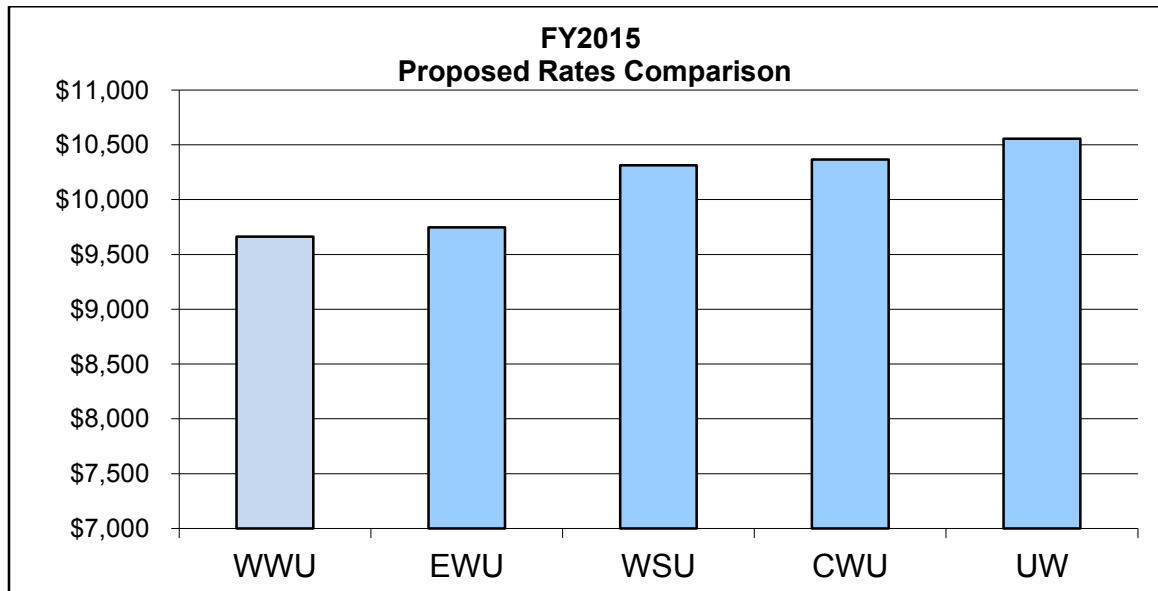
**WASHINGTON PUBLIC UNIVERSITIES  
RESIDENCE HALL ROOM & BOARD PLAN COSTS  
FY2015 (3/3/14)**

**Averaged Double Room Costs with Best-as-Possible Meal Plan Comparison:**

	<b>WWU</b>	<b>EWU</b>	<b>WSU</b>	<b>CWU</b>	<b>UW</b>
	125 Block	Gold	Level 2	"Large"	"Level 4"
Current Live on Requirement?	None	First year students	First year students	First year students	None
Type of Meal Plan	Meals & Points	Meals & Points	Declining Balance	Declining Balance	Declining Balance
Elements of the Meal Plan	Approx. 12+ meals/wk + \$480 Points	Equivalent to 2 to 3 meals per day	Equivalent to Approx. 14 meals/wk	Equivalent to Approx. 14 meals/wk	Equivalent to 13-15 meals/wk
Average cost of Double Room across Bldg Types	\$9,662	\$9,628	\$10,312	\$10,366	\$10,449
Additional Charges not part of the base	\$0	\$120 <sup>1</sup>	\$0	\$0	\$108
<b>Cost of a Double Room and Meals:</b>	<b>\$9,662</b>	<b>\$9,748</b>	<b>\$10,312</b>	<b>\$10,366</b>	<b>\$10,557</b>
Rate of Increase Over 2013-14	Proposed 4.0%	Proposed 6.8%	Approved 3.2%	Estimated 5%	Proposed 3% - 3.5%

Footnote:

<sup>1</sup> Not shown: EWU incentive of \$295 in-kind services if sign by May 15, 2014



**WESTERN WASHINGTON UNIVERSITY  
HOUSING & DINING SYSTEM**

**TEN YEAR HISTORY OF RESIDENCE HALL RATES**

ACADEMIC YEAR	ACADEMIC YEAR RATE with 125 BLOCK PLAN*	% OF CHANGE
2004-05	\$6,242	
2005-06	\$6,523	<b>4.50%</b>
2006-07	\$6,784	<b>4.00%</b>
2007-08	\$7,089	<b>4.50%</b>
2008-09	\$7,412	<b>4.50%</b>
2009-10	\$8,076 *	<b>4.75%</b>
2010-11	\$8,419	<b>4.25%</b>
2011-12:	\$8,755	<b>4.00%</b>
2012-13	\$9,019	<b>3.00%</b>
2013-14	\$9,290	<b>3.00%</b>
2014-15	\$9,661	<b>4.00%</b>
10-Year Average Percentage Change		<b>4.05%</b>

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

**SAMPLE ROOM & BOARD RATES and APARTMENT RENTS FOR 2014-2015**

	2013-14 Actual	at 4% incr. 2014-15 Proposed	2014-15 Cost per Month
<b>Room &amp; Board Plans: Academic Year (@ 4% increase)</b>			
Double Room with Unlimited meal plan	\$9,656	\$10,042	\$1,116
Double Room with 125-Block meal plan	\$9,290	\$9,662	\$1,074
Double Room with 100-Block meal plan	\$8,932	\$9,289	\$1,032
Double Room w/ 75-Block meal plan	\$8,566	\$8,909	\$990
Triple Room with 125-Block meal plan	\$8,084	\$8,407	\$934
Single Room with 125-Block meal plan	\$10,279	\$10,690	\$1,188
<b>Birnam Wood Apartment Rents: Academic Year (4% increase)</b>			
Birnam Wood: <u>Monthly</u> rate per person per bed (Two bedrooms with 4 occupants)	\$340	\$354	\$354



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

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

**FROM:** Bruce Shepard, President

**DATE:** June 13, 2014

**SUBJECT:** **Public Comment Period**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Substitute House Bill 2313, effective June 7, 2012, restates that governing boards of all institutions of higher education follow procedures for open public meetings in the Open Public Meetings Act. It also requires that Governing boards provide time for public comment at regular meetings.

Persons wishing to comment will sign in between 8:45 – 8:55 a.m. the day of the Board of Trustees meeting. The signup sheet will be given to the Board Chair at 9:00 a.m.

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 14, 2013  
**SUBJECT:** **Recognitions and Introductions**  
**PURPOSE:** Information Item

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President Bruce Shepard, Provost Brent Carbajal and Senior Vice President Eileen Coughlin will introduce the following people as newly promoted or hired at Western.

- Kit Spicer, Dean, College of Fine and Performing Arts
- Steve Card, Athletic Director
- Darin Rasmussen, Chief of Police

President Bruce Shepard, Provost Brent Carbajal and Senior Vice President Eileen Coughlin will also recognize the following people for their outstanding achievements and service to the University.

- 2014 – 2015 Associated Student Board of Directors
- 2014 Leaders in Health Care Awards: Achievement in Wellness Programs – WWU Faculty & Staff Wellness Program
- Fulbright & Hollings Award Recipients
- Jeff Wright, Dean College of Science and Technology

### **Kit Spicer, Dean, College of Fine and Performing Arts**

Dr. Christopher "Kit" Spicer has been hired as the permanent Dean, effective May 1, 2014. Dr. Spicer had served as the Interim Dean of CFPA since August 1, 2013 while a national search was conducted to replace Dan Guyette, who resigned after the 2012/2013 academic year to become dean of the College of Fine Arts at Western Michigan University.

Dr. Spicer has a doctorate in Organizational Communication from the University of Texas at Austin. In addition to serving as consultant, he had held a number of leadership positions in academia. From 2003 to 2011, he was dean of the College of Fine Arts & Communications at Towson University, in Towson, Maryland. From 1995 to 2003 he was dean of the School of the Arts at Pacific Lutheran University in Tacoma. At Pacific Lutheran University, he also served as associate professor, professor and chair of the Department of Communication and Theatre. In 1999 he was a Fulbright Scholar at European University in Lisbon, Portugal.

### **Steve Card, Athletic Director**

After a competitive national search based on interviews, references and campus responses, Steve Card has been named Director of Athletics of Western.

Steve served Western as Athletics Associate Director for Business and Financial Affairs for 23 years. He worked with 40 coaches covering 15 sports on all operational matters for those sports. He has also served for the past 20 years as head men's golf coach. He directed the Vikings to 12 national appearances and was named league Coach of the Year 10 times. He was named WWU Men's Golf Coach of the Century, and has coached 27 All Americans.

Steve, who has a bachelor's degree in business administration/finance from Washington State University, was instrumental in supporting expansion of televised games of Western athletics, increased revenue as interim director and is known for his strong support and commitment to gender equity in athletics.

### **Darin Rasmussen, Chief of Police**

Darin Rasmussen was appointed Chief of Police / Director of Public Safety effective April 9, 2014. Rasmussen, who was hired following a national search, had been interim chief since last September, and also served as assistant chief. He succeeds Randy Stegmeier.

Rasmussen has a bachelor's degree from Washington State University and graduated from Northwestern University's School of Police Staff and Command in 2007. He served with the Marysville Police Department for over 22 years, including the positions of lieutenant, detective sergeant and accreditation manager.

At the Marysville Police Department, Rasmussen's accomplishments included reorganizing the Marysville Volunteer Program to focus on crime prevention; collaborating with the Marysville Community Coalition, Marysville School District and city offices to present a series of community forums focused on safety and emergency preparedness; and developing and implementing a Burglary Strike Team. He also served as an adjunct faculty member for Everett Community College from 2001 through 2008, teaching subjects such as Professional Development, Police Patrol Operations and Criminal Investigations. He has received numerous awards and recognitions.

The Chief of Police / Director of Public Safety reports to Rich Van Den Hul, Vice President for Business and Financial Affairs, and manages the department's operations, including University Police, Parking Services, the Lockshop, and Sustainable Transportation.

# 2014-2015 Associated Students Board of Directors



**Annika Wolters, President** x3265 [AS.President@wwu.edu](mailto:AS.President@wwu.edu)  
**Journalism & Communications (Senior)** hometown– Long Beach, WA  
AS Review 13-14, Western Front Reporter 12-14, Ethnic Student Center leadership

- Making Western's Campus have inclusive and visible representation of all identities.
- Working to keep tuition costs from skyrocketing.
- Working for a safe Carver gymnasium and overall campus.



**Jaleesa Smiley, VP Academics** x2941 [ASVP.Academics@wwu.edu](mailto:ASVP.Academics@wwu.edu)  
**American Cultural Studies (Junior)** hometown– Chicago  
Multiple leadership positions within AS clubs, Viking Lobby Day participant

- Raise student awareness of the problems directly and indirectly facing them today.
- Students will have a heightened concern for the issues pertaining to the campus and themselves while simultaneously giving voice to the issues at hand.



**Giselle Alcántar Soto, VP Activities** x3463 [ASVP.Activities@wwu.edu](mailto:ASVP.Activities@wwu.edu)  
**Spanish/French, Ed & Social Justice minor (Junior)** hometown-Morelia/Everett  
13-14 AS Club Activities Office and Activities Council

- I joined clubs at Western when I began feeling like I belonged somewhere again. I want other students to find that sense of belonging at Western and make those connections.
- Spending dollars in an ethical manner, make sure students get the most out of money.



**Chelsea S. Ghant, VP BusOps** x2941 [ASVP.BusOps@wwu.edu](mailto:ASVP.BusOps@wwu.edu)  
**International Business, Chinese minor (Junior)** hometown-Portland/Lynnwood  
Black Student Union, Faculty Senate Program Support Staff, Office Assistant in ESC

- Keep student needs at the forefront when making financial decisions.
- Continue what works well and eliminate what does not.
- Bring a fresh perspective.



**Cristina Rodriguez, VP Diversity** x3463 [ASVP.Diversity@wwu.edu](mailto:ASVP.Diversity@wwu.edu)  
**Political Science & Law, Diversity & Justice (Junior)** hometown– Olympia, WA  
13-14 Disability Outreach Center Coordinator, MEChA leadership

- Engage our community through awareness and action related to diversity and inclusion with forums, workshops, and dialogue. It is important to acknowledge all facets of diversity – such as under-represented demographics related to ethnicity, gender, sexuality, ability, religion, class, and more – while also addressing intersectionality. With awareness, action and team lobbying, important changes that value and include all students will happen.



**Sarah Kohout, VP Govt Affairs** x3736 [ASVP.Gov@wwu.edu](mailto:ASVP.Gov@wwu.edu)  
**Political Science, Women Studies minor (Senior)** hometown– Buckley  
13-14 AS Committee Coordinator, Western Votes President

- Secure funding for Carver Academic Facility.
- Make college affordable to students while preventing cuts to higher education.
- Increase student representation at a local, state, and federal level.



**Zach Dugovich, VP Student Life** x3736 [ASVP.Life@wwu.edu](mailto:ASVP.Life@wwu.edu)  
**Political Science & Public Relations (Senior)** hometown– Mukilteo, WA  
AS Club connections, Student Trustee Selection Committee

- Wants to give back to the University that gave him so much.
- Serve you, your needs and ensure the best University experience possible.
- Transparency and letting students know the things that the AS has to offer.

## **2014 Leaders in Health Care Awards: Achievement in Wellness Programs – WWU Faculty & Staff Wellness Program**

- Chyerl Wolfe-Lee, Assistant Vice President for Human Resources
- Kaylee Nightingale, Wellness Administrator, Human Resources

The Faculty and Staff Wellness Program at Western was honored by Seattle Business Magazine at the sixth Leaders in Health Care Awards dinner on February 24, 2014. The magazine honored Washington's health care innovators, CEOs, hospitals and others. Led by Chyerl Wolfe-Lee, Assistant Vice President for Human Resources, and Kaylee Nightingale, Wellness Administrator, Western's program was the winner of the Achievement in Health Programs category.

In its fifth year, Western's Wellness Program has grown to more than 1,000 faculty and staff members who voluntarily take part in Western's Faculty and Staff Wellness Program. All employees can take a large variety of exercise classes that include multiple types of Yoga, Tai Chi, and fitness classes. Other free courses provide lessons on nutrition, lifestyle changes, goal setting and stress management. This breadth of offering helps make Western's one of the most comprehensive worksite programs in the state, earning recognition from the Washington Health Care Authority and the American Cancer Association. For Western, where the average age of faculty and staff is over 50, preserving a healthy workforce is especially vital. Participants embrace the program fondly. One calls it "a priceless asset, which all employees should take advantage of."

### **Fulbright & Hollings (NOAA) Award Recipients**

Western Washington University graduates and students have been chosen to receive received a number of national awards this year including four Fulbright Fellowships and four Hollings (NOAA) Awards. In addition to the four Fulbright Fellowships, the NGO in West Africa created a position for one Western student based upon his Fulbright proposal although the Fulbright itself was not funded.

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.

The Earnest F. Hollings Undergraduates Scholarship program funds two years of academic studies related to National Oceanographic and Atmospheric Administration (NOAA) science, research, technology, policy, management and education activities. It also offers a multi-disciplinary paid summer internship providing students the opportunity to work with NOAA scientists.

#### Fulbright

- Cole Galbraith, Fulbright English Teaching Assistantship (Austria)
- Devin Mounts, Fulbright Research/Study (Brazil)
- Connor Tudbury, Fulbright English Teaching Assistantship (Brazil)
- Carlee Wilson, Fulbright English Teaching Assistantship (Germany)
- Tim Werwie, Unofficial Fulbright Research/Study (Senegal). Tostan, the NGO in West Africa created a position for him based upon his Fulbright proposal.

#### Hollings (NOAA)

- Timothy Anderson
- Maia Hanson
- Courtney Knox
- Daniel Woodrich

**RESOLUTION NO. 2014-01**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF  
WESTERN WASHINGTON UNIVERSITY**

**RECOGNIZING THE SERVICE OF**

***JEFF R. WRIGHT***

**WHEREAS**, in 2011, **JEFF WRIGHT** was appointed by President Bruce Shepard as Dean of the College of Sciences and Technology at Western Washington University; and

**WHEREAS**, **JEFF WRIGHT** brought to his appointment as Dean of the College of Sciences and Technology, twenty years of experience at Purdue University, including experience as a faculty member, as well as experience as both Assistant Dean and Associate Dean of Engineering, and ten years of experience at the University of California, Merced serving as Inaugural Dean of College One, Founding Dean of Engineering, and Founding Co-Director of the University of California CITRIS Research Institute; and

**WHEREAS**, **JEFF WRIGHT** received his undergraduate and graduate degrees at the University of Washington; and his doctorate from The Johns Hopkins University; and

**WHEREAS**, **JEFF WRIGHT** has always been a tireless and effective advocate for the sciences and technology; and

**WHEREAS**, under **JEFF WRIGHT**'s leadership, the College of Sciences and Technology has successfully addressed a number of significant goals, including the college's enhanced ability to address the current and future needs of Washington State in the critical fields of sciences, technology, engineering and mathematics; and

**WHEREAS**, as Dean of the College of Sciences and Technology, **JEFF WRIGHT** has provided vision and leadership and has been integrally involved in a number of significant accomplishments including the College's planning for transition into engineering, an expansion in the computer science programs, the development of trans-collegiate energy programs, as well as reconstruction of the university's Planetarium; and

**WHEREAS**, **JEFF WRIGHT** has served with commitment and distinction as Dean of the College of Sciences and Technology and as a trusted member of the Academic Affairs leadership team; and

**WHEREAS**, **JEFF WRIGHT** will complete his appointment as Dean of the College of Sciences and Technology on June 30, 2014;

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees of Western Washington University offers thanks and commendation to **JEFF WRIGHT** for his many achievements and for his service as Dean of the College of Sciences and Technology.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on the 13th day of June, 2014.

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

**TO:** Members of the Board of Trustees  
**FROM:** Peggy Zoro, Chair, Board of Trustees  
**DATE:** June 13, 2014  
**SUBJECT:** **Board Chair Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Board Chair Peggy Zoro will report to members of the Board and President Shepard and his staff on topics related to the Board of Trustees.

- Resolution No. 2014-02 Recognizing the Service of Board Member Heather Flaherty

**RESOLUTION NO. 2014-02**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF  
WESTERN WASHINGTON UNIVERSITY**

**RECOGNIZING THE SERVICE OF TRUSTEE**

***HEATHER FLAHERTY***

**WHEREAS, HEATHER FLAHERTY** of Bothell, Washington, has served as a member of the Western Washington University Board of Trustees from July 1, 2013 – June 30, 2014; and

**WHEREAS, HEATHER FLAHERTY** has the distinction of being the sixteenth student appointed by the Governor to the Board of Trustees of Western Washington University; and

**WHEREAS, HEATHER FLAHERTY** brought to her appointment as a trustee dedication to the campus community through her service both during her appointment and during her years as a student, serving as a Resident Advisor, an Orientation Student Advisor, an Office of Admissions Representative, and as an Alumni Association Student Support Staff Representative; and

**WHEREAS, HEATHER FLAHERTY** has contributed her time and commitment to the University at considerable personal sacrifice while holding a full time job outside of school and in the evening pursuing a Master's degree in Western's Business Administration Program, after having already earned a Bachelor of Science in Community Health Education with a minor in Spanish from Western Washington University; and

**WHEREAS, HEATHER FLAHERTY** contributed to the increased stature and the future potential of Western Washington University through her participation in numerous decisions affecting the University;

**WHEREAS, HEATHER FLAHERTY** has served with distinction this past year with intelligence, positivity, compassion and concern for the best interests of all in the Western community; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Trustees of Western Washington University that **HEATHER FLAHERTY** be and 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 13, 2014.



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

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

**FROM:** Bruce Shepard, President

**DATE:** June 13, 2014

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

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

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

**FROM:** President Bruce Shepard on behalf of the Associated Students

**DATE:** June 13, 2014

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

**PURPOSE:** Associated Students Report

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## Purpose of Submittal

To update the Board of Trustees on the recent activities of the WWU Associated Students

AS President Report to Board of Trustees  
Carly Roberts  
June 2014

### 1) Election Results

- Overall low voter turnout
- Cannabis initiative did not gather enough signatures to get on the ballot
- Smoking Referendum passed with 56%  
*“Shall the Associated Students of Western Washington University support the implementation of policies that would establish Western Washington University as a smoke-free campus?”*

### 2) Divestment

- Ask made to Foundation Governing Board at their May 16<sup>th</sup> meeting:  
*“The Associated Students of Western Washington University urge the Western Washington University Foundation Board of Directors to freeze all further investments in fossil fuels by the end of 2014, and to divest within five years from the top 200 fossil fuel companies that together own the majority of known fossil fuel reserves. The AS also requests that an amendment be made to the WWU Foundation Endowment Investment Policy under clause 2.3.8 regarding Social Responsibility, to prohibit future investments in companies that extract fossil fuels (additional to the present restrictions on alcohol and tobacco).”*
- June 3<sup>rd</sup> Listening Session

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard behalf of the Faculty Senate  
**DATE:** June 13, 2014  
**SUBJECT:** Faculty Senate  
**PURPOSE:** Information Item

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Johann Neem, 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 Bruce Shepard by Senior Vice President Eileen Coughlin

**DATE:** June 13, 2014

**SUBJECT: Approval of 2014-2015 Student Fees**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

To recommend for approval mandatory student fee levels for 2014-15, and to approve the recommend revenue distributions of the Services & Activities (general S&A) Fee for academic year 2014-15 and summer 2014.

**Proposed Motion:**

*MOVED* that the Board of Trustees of Western Washington University, upon the recommendation of the University President and the various constituent review committees, approve the 2014-15 mandatory student fee levels and distribution for the S&A Fee as proposed in the attached documents for the following fees.

- Services & Activities Fee (8.94% increase)
- Student Health Service Fee (18.06% increase)
- Student Recreation Fee (*4.21% increase*)
- Technology Fee (*No increase*)
- Non-Academic Building Fee (*No increase*)
- Green Energy Fee (*No increase*)
- Student Transportation Fee (*No increase*)
- Legislative Action Fund (*Decrease to \$1.00 with change in structure*)

**Supporting Information:**

Summary of current and proposed mandatory student fee levels

Attachment A: Services and Activities Fee Increase, and Letter from S&A Fee Committee

Attachment B: Student Health Services Fee Increase Report

Attachment C: Student Recreation Fee Report

Attachment D: Technology Fee Program Report

Attachment E: Non-Academic Building Fee Program Report

Attachment F: Green Energy Fee Program Report

Attachment G: Transportation Fee Program Report

Attachment H: Legislative Action Fund

## 2014-15 Mandatory Student Fees

### Summary of Current and Proposed Mandatory Student Fee Levels

It is proposed to increase three of the seven mandatory student fees for 2014-15. This proposal constitutes a net average increase of 7.28% for all existing mandatory student fees.										
<b>Proposed Increases Effective Fall Quarter*</b>										
<i>*Subject to Board of Trustees Approval on June 13, 2014</i>										
Mandatory Fee	Notes	Proposed Change	Quarterly Fees				Academic Year Fees			
			Current 2013-14	Proposed 2014-15	\$ Change	% Change	Current 2012-13	Proposed 2014-15	\$ Change	% Change
Services & Activities (S&A) Fee	(1) (2)	<b>Proposed increase of \$16 per quarter (8.94%)</b> The S&A Fee Committee is recommending distribution by percentages for each constituent. Fee is prorated per credit with 10+ credits paying the full fee. Note: The % increase in this fee is normally limited by the % increase in undergraduate tuition, but an exemption is currently allowed.	\$179.00	\$195.00	\$16.00	8.94%	\$537.00	\$585.00	\$48.00	8.94%
Health Service Fee		<b>Proposed increase of \$13 per quarter (18.06%)</b> . Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$72.00	\$85.00	\$13.00	18.06%	\$216.00	\$255.00	\$39.00	18.06%
Technology Fee		<b>No proposed change</b> . The full fee is charged to students taking 6+ credits. Those taking 1-5 credits are charged \$17.50. In Spring 2013, students voted 78% in favor of a 5 year renewal of this fee at the \$35 level.	\$35.00	\$35.00	\$0.00	0.00%	\$105.00	\$105.00	\$0.00	0.00%
Non-Academic Building Fee		<b>No proposed change</b> . Fee is charged to students taking 6+ credits.	\$39.00	\$39.00	\$0.00	0.00%	\$117.00	\$117.00	\$0.00	0.00%
Green Energy Fee		<b>No proposed change</b> . Spring 2010 student initiative passed with 80.6% approval (23.7% voter turnout), authorizing fee to be between \$4 and \$9/qr. for purchase of renewable energy certificates (RECs) and sustainable energy projects. Fee is charged as 70 cents per credit with a max of \$7 for 10 credits or more.	\$7.00	\$7.00	\$0.00	0.00%	\$21.00	\$21.00	\$0.00	0.00%
Student Recreation Fee (S&A)	(1)	<b>Proposed increase of \$4 per quarter (4.21%)</b> . Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$95.00	\$99.00	\$4.00	4.21%	\$285.00	\$297.00	\$12.00	4.21%
Student Transportation Fee		<b>No proposed change</b> . 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 is \$21 and covers just the bus pass.	\$26.25	\$26.25	\$0.00	0.00%	\$78.75	\$78.75	\$0.00	0.00%
<b>Total Mandatory Fees</b>			<b>\$453.25</b>	<b>\$486.25</b>	<b>\$33.00</b>	<b>7.28%</b>	<b>\$1,359.75</b>	<b>\$1,458.75</b>	<b>\$99.00</b>	<b>7.28%</b>

**Notes:**

(1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction.

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

**Attachment A**  
**2014-15 Mandatory Student Fees**  
**Services & Activities Fee**

**Proposed Distributions and 8.94% Increase in Fee**

**Proposed Fee and Distribution: The Services and Activities (S&A) Fee Committee recommends an 8.94% increase to the Services & Activities Fee for the 2014-2015 academic year, maintaining the Summer 2014 rate at 65.15% of the academic year rate, and recommends approval of the distribution of fees for the 2014-2015 academic year and summer 2014 as outlined.**

The committee proposes an 8.94% increase to the S&A Fee for the 2014-2015 year (from \$537 to \$585 per academic year, or from \$179 to \$195 per quarter). This fee is prorated per credit (\$19.50 per credit per quarter) with students enrolling in ten or more credits paying the full, maximum fee. The annual percent increase in the S&A Fee is normally limited by the percent increase in undergraduate tuition, but an exemption is currently allowed.

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

- Housing & Dining (per bond covenants)
- Associated Students (AS)
- Athletics
- Campus Recreation
- Department Related Activities (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 (DRAC). In concert with the RCW, the committee is comprised of 12 members, seven voting and five non-voting. The voting members include a faculty member and six students representing Associated Students, Athletics, Campus Recreation, and DRAC. The non-voting members include staff advisors from Associated Students, Athletics, Campus Recreation and DRAC, and a designee of the Vice President for Enrollment and Student Services.

The S&A Fee Committee follows an established annual process to prepare its recommendations on the level and distribution of S&A Fees. This process includes the review of budget requests for each constituent group and an open hearing process to provide the opportunity for input from members of the campus community.

## 2014-15 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 \$15,557.
- 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.
- Recommendation is based on projected revenue. Revenue in excess of projection to be allocated to constituents on a percentage basis.

Academic Year Allocations	2013-14 Actual	% of Constituent Funding	2014-15 Proposed	% of Constituent Funding	Variance
Fee Revenue	6,464,895		6,935,021		470,125
-Less 3.5% for Financial Aid Fund	<u>226,271</u>		<u>242,726</u>		<u>16,454</u>
<b>Net Available for Distribution</b>	<b>6,238,624</b>		<b>6,692,295</b>		<b>453,671</b>
Less: Housing & Dining (per bond covenants)	1,224,249		1,208,334		(15,915)
Less: Music Copyright	<u>14,890</u>		<u>15,557</u>		<u>667</u>
<b>Net for Further Distribution</b>	<b>4,999,485</b>		<b>5,468,404</b>		<b>468,919</b>
Associated Students	2,308,463	46.2%	2,410,045	44.1%	101,582
Athletics	1,519,702	30.4%	1,683,284	30.8%	163,582
Campus Recreation	354,059	7.1%	430,345	7.9%	76,286
DRAC	<u>817,261</u>	<u>16.3%</u>	<u>944,730</u>	<u>17.3%</u>	<u>127,469</u>
<b>Subtotal Distributions</b>	<b>4,999,485</b>	<b>100.0%</b>	<b>5,468,404</b>	<b>100.0%</b>	<b>468,919</b>
To Reserve Amount					
<b>Total Distributed</b>	<b>\$4,999,485</b>		<b>\$5,468,404</b>		<b>468,919</b>

*Note: Estimated revenue is based on conservative projection of enrollment (150 students less than 2013-14 actual enrollment.)*

**S&A FEE COMMITTEE**  
**CONSTITUENT BUDGET REQUESTS for 2014-15**

Associated Students

Associated Students requested an increase of \$97,500. Over half of the requested increase was to cover mandatory salary increases and student wage adjustments. The rest was to cover increased travel costs and programmatic enhancements.

Athletics

Athletics requested an increase of \$159,843. More than a third of the requested increase was to cover personnel expenses including mandatory salary increases, a paid Head Coach for Men's Golf, an increased stipend for the Assistant Sports Information Director, funding for Graduate Assistants for the Training Room and Fitness Center, and funding for a Marketing Intern. Also requested was \$45,000 for increased travel costs. Almost \$17,000 was for equipment and supplies and just under \$22,000 was to replace lost revenue, primarily due to changes in the cold beverage contract.

Campus Recreation

Campus Recreation requested \$25,000 to cover mandatory salary increases and to provide increased support for sports clubs. For some sports, S&A Fee revenue covers less than 20% of total expenses.

DRAC

Department Related Activities requested an increase of \$132,300 to cover mandatory salary increases, higher costs for printing (student publications), and travel.



## S&A Summer 2015

### Proposed Fee Level

As approved by the Board of Trustees in June 2002, the summer rate is set at 65.15% of the academic year rate. With an increase to the rate for the 2014-2015 academic year S&A Fee, the rate for Summer 2015 would increase from \$11.66 to \$12.70 per credit.

## S&A Summer 2014

### Proposed Fee Distribution

The Board approved the Summer 2014 rate of \$11.66 per credit in June 2013. It is proposed that Summer 2014 S&A Fee revenue be split on the following percentage after Housing & Dining received \$32.00 per full-time and \$6.40 per part-time student, and utilizing the \$17,000 in the Summer S&A reserve.

<u>Constituent</u>	<u>Summer 2013 Actual Distribution</u>		<u>Summer 2014 Proposed Distribution</u>	
Housing & Dining (bond covenant)	\$ 48,634		\$ 48,634	
Associated Students	\$ 164,942	77.8%	\$ 136,076	57.6%
Campus Recreation	\$ 25,017	11.8%	\$ 18,816	8.0%
Department Related Activities	\$ 22,049	10.4%	\$ 81,304	34.4%
<b>Totals</b>	<b>\$ 260,642</b>	<b>100.0%</b>	<b>\$ 284,830</b>	<b>100.0%</b>

TO: Vice President Eileen Coughlin  
FROM: S & A Fee Committee *June London*  
DATE: May 23, 2014  
SUBJECT: Proposed S & A Fee Level and Revenue Distribution

The S & A Fee Committee proposes that the level of the 2014-15 Academic Year S & A Fee be increased by \$16 per quarter to a total of \$195 per quarter. This amounts to an increase of 8.94%.

Further, the committee proposes that after mandated distributions to the loan fund and Housing & Dining and a distribution of \$15,557 to cover the music copyright fee, revenue be distributed on a percentage basis as shown below based on estimated revenue:

Associated Students	\$2,410,045	44.1%
Athletics	1,683,284	30.8%
Campus Recreation	430,345	7.9%
DRAC	<u>944,730</u>	<u>17.3%</u>
TOTAL	\$5,468,404	100.0%

Over half of the revenue generated by the increased fee will be used to cover increased travel costs which have impacted all of the committee's constituent groups. It will also be used to cover mandated salary increases and other personnel costs and to provide more support for club sports.

**Attachment B  
2014-15 Mandatory Student Fees**

**Health Services Fee  
Proposed 18% Increase in Fee**

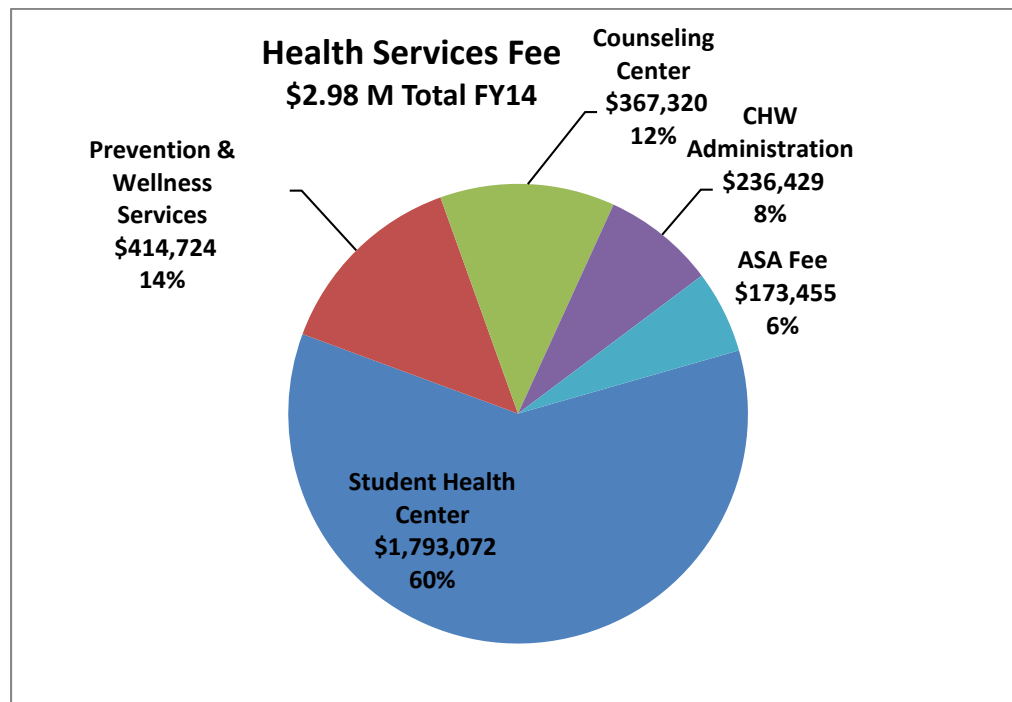
**Proposed Fee & Effective Dates:** The Associated Students Board recommends an increase in the Student Health Services Fee of \$13 per quarter for students taking 6 credits or above effective Fall Quarter 2014.

**Purpose & History:**

The Health Services Fee is the primary means of support for the operations and staffing of the Student Health Center, Prevention & Wellness Services and a significant part (40%) of the Counseling Center in order to provide easily accessible medical, mental health and wellness services to students. This mandatory fee provides a stable, adequate funding base for all of our campus health related services.

The Health Services Fee was increased to \$70/qtr in FY09 and remained so until FY14, when a \$2/qtr increase (84K) was approved for salary increases for professional staff. However, the increase to \$72/qtr did not allow us to catch up from prior years of service limiting budget reductions with no increase to the fee.

- Fee revenues are projected to total \$2.98 million in the current year (2013-14)
- Health Services Fee Revenue supports 74% of the total ~\$4 million Counseling, Health & Wellness Services budget (\$3,469,100 Self-Sustaining & \$581,820 State funding)
- Over 85% of Health Services Fee revenue is committed to salary & benefits budgets



**FY15 Proposed Increase to Fee and the Anticipated Yearly Revenue:**

The \$13/qtr increase would raise the fee from \$72/qtr to \$85/qtr (from \$216 to \$255/academic year) and would generate an additional \$546,000 in annual revenue

FY15 Total Estimated Fee Revenue = \$3,531,000  
(Revenue projection assumes no increase in enrollment)

**FY15 Increased Expenses:**

**Staffing:**

1) Total Salaries & Benefits for Additional Positions (\$494,190)

Student Health Center: Four positions totaling 3.0 FTE (\$332,670)

- .75 FTE Physician
- .75 FTE Registered Nurse 2
- .75 FTE Mental Health Nurse Practitioner
- .75 FTE Clerical for Front Office

Counseling Center: Two positions totaling 1.917 FTE (\$116,100)

- .917 FTE Master's Level Mental Health Counselor
- 1.0 FTE Pre-Doctoral Intern

Prevention & Wellness: Additional funding for .625 of .833 FTE position (\$45,420)

- .625 FTE funding (toward a .83 FTE position) Master's Level Professional

2) Other Staffing Adjustments – Steps (\$4,600)

**Administrative Services Assessment Increase (\$47,300)**

Increasing from 5% to 5.5% in FY15. Includes 5.5% on \$546,000 new fee revenue.

**Comparison to other WA state public universities (fee/student/academic year):**

	<u>FY14</u>	<u>FY15</u>	<u>% inc</u>
Washington State University	\$288	\$376 approved	30.5%
Central Washington University	\$267	\$297 (proposed)	11.2%
Eastern Washington University	\$253	no info	
The Evergreen State College	\$235	no info	
Western Washington University	\$216	\$255 (proposed)	18%

## Attachment C 2014-15 Mandatory Student Fees

### 2014-15 Student Recreation Fee Proposed 4.21% Increase

**Proposed Fee Increase:** The Campus Recreation Advisory Group (an S&A Committee) proposes an increase in the Student Recreation Fee from \$95 to \$99 per quarter for 2014-15, effective Fall Quarter 2014 through Summer Quarter 2015 and required of students enrolled in six (6) or more credits on the main campus.

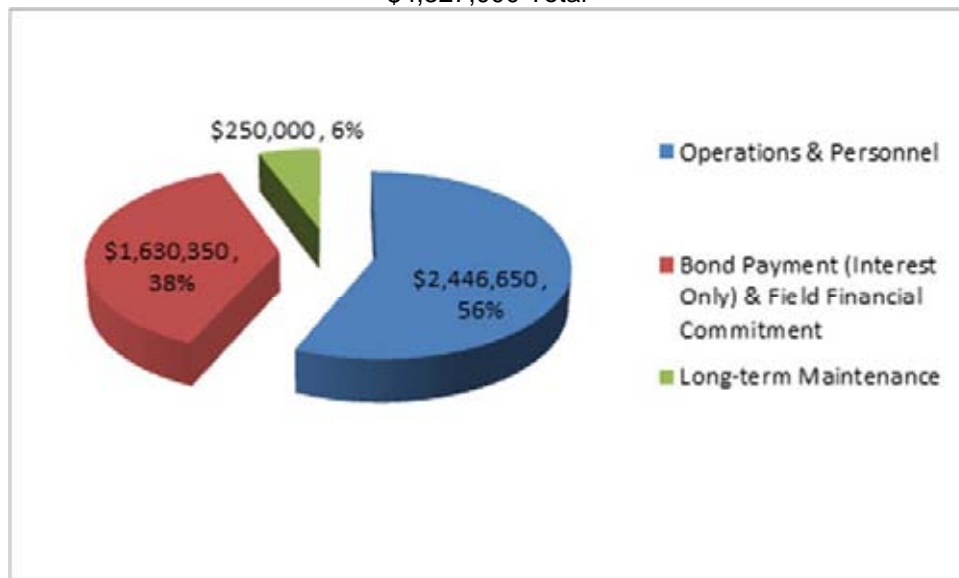
The Campus Recreation Advisory Group (comprised of students, faculty and staff) reviewed the program and facility budgets, and voted to recommend the proposed 4.21% (\$4) increase to \$99 per quarter. The annual percent increase in the S&A Fee is normally limited by the percent increase in undergraduate tuition, but an exemption is currently allowed.

- The Student Recreation Fee generated approximately \$3.8 million in 2013-14.
- The fee funds annual bond payments, operations and long-term maintenance of the Wade King Student Recreation Center. *Note: Additional revenues (e.g. voluntary memberships, rentals, course fees) of approximately \$527,000 assist in funding operations.*
- The \$4 per quarter increase will generate approximately \$152,000 annually. This increase in the fee will cover the cost of the annual equipment replacement schedule (approximately \$100,000 per year) as well as anticipated 2% personnel expense increases. Furthermore, the additional revenue will help build up the Operations Reserve that was used to fund a portion of the Harrington Multipurpose Field (\$850,000).

#### **Current Reserve Balances:**

- \$ 696,214 Operations Reserve
- \$2,120,612 Maintenance Reserve

#### **2013-14 Expense Categories** \$4,327,000 Total



## Peer Fee Comparisons

	<b>Actual 2013-14 <u>Acad Year</u></b>	<b>Proposed 2014-15 <u>Acad Year</u></b>	<b>% <u>Increase</u></b>
Central Washington University	\$306	\$306	0%
Western Washington University	\$285	\$297	4.21%
Eastern Washington University <sup>(1)</sup>	\$195	\$195	0%
Washington State University	\$300	?	?

### **Notes:**

- (1) Eastern Washington University's recreation center is highly limited in their facility space and does not have the same operational space or capabilities as the other state educational recreation centers.

**Attachment D**  
**2014-2015 Mandatory Student Fees**

**Student Technology Fee**  
**No Increase in Fee**

**2013-14 Program Report**

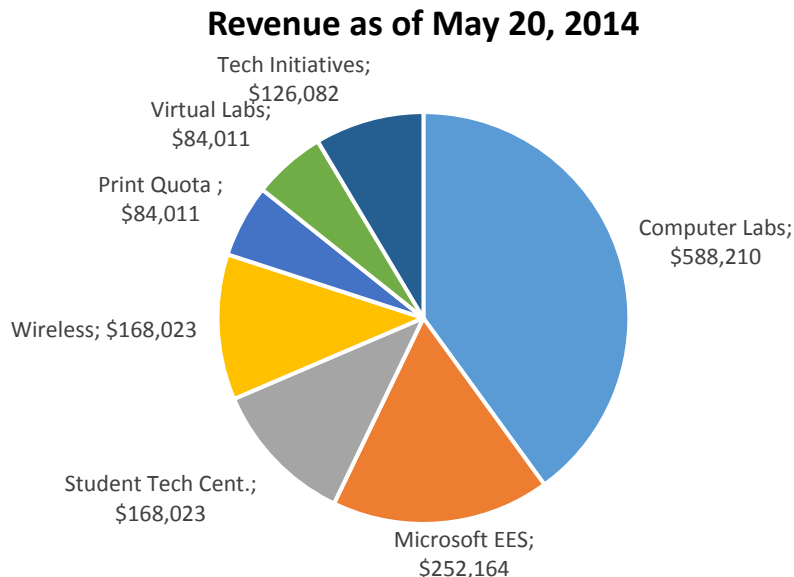
The Associated Students enacted a Student Technology Fee of \$35 per quarter for students taking 6 credits or above and \$17.50 per quarter for students taking 1-5 credits, effective Fall Quarter 2013 for a period of five years (through Summer Quarter 2018).

Initially implemented in 1995, the Student Technology Fee exists as an effective means of meeting the direct needs of students in accessing technology on campus at a time when state-allocated equipment funds are inadequate to support the ongoing technological needs of students. Since the initial implementation, students have continuously renewed the fee. In spring of 2013 the fee was renewed during the student elections with 78% of students voting in the affirmative for the fee. Students continue to recommend that efforts to procure state-allocated funding support continue and remain a priority.

The Student Technology Fee (STF) funding is dedicated to the following purposes:

- \$14 to computer lab renewal and replacement (40%)
- \$4 to the Student Technology Center (11.4%)
- \$4 to wireless network renewal and replacement (11.4%)
- \$3 to the STF Tech Initiatives (project proposals) (8.6%)
- \$6 for the Microsoft Enrollment for Educational Solutions (EES) (17.2%)
- \$2 for the virtual labs and U-drive upgrades (5.7%)
- \$2 for a print quota with 50 prints per quarter (5.7%)

This allotment will result in the following approximate fund amounts for 2013-14:  
(Revenue collection continues until June 30, 2014)



## **Technology Fee Project Proposal (Tech. Initiatives) Funding Allocations**

The Student Technology Fee Proposal Fund has the following mission:

- Broaden or enhance the quality of the student's academic experience through the use of technology in support of the curriculum;
- Provide additional student access to technological resources and equipment that are needed in support of instruction and to maintain and enhance the technological competency of students as it related to their academic endeavors;
- Increase the integration of technology into the curriculum.

For the Proposal Fund, students, faculty and staff are solicited for proposals that meet the mission of the STF. The Associated Students appoint a Student Technology Fee Committee to review the proposals. The STF Committee is comprised of four students, two faculty, and the Vice Provost for Information and Telecommunication Services. The committee reviews each proposal, receives input from the Deans with their proposal ranking within their college, receives advice from the Faculty Senate's Academic Technology Committee and solicits comments from the campus population. The STF Committee then makes fee allocation recommendations to the President and AS President who approve or modify their recommendations.

In 2013-14 the following proposals were funded:

#	Project Title	Funded Amount	Partial Funding Description
1	<a href="#">Loan Pool Enhancements</a> (20 high-end cameras and production equipment for check-out by students)	\$47,525	
3	<a href="#">Real-time Respirometry of Animals</a> (Instrumentation to analyze the physiology and behavior of animals)	\$20,479	
4	<a href="#">High-Definition Microscopy Projection</a> (HD quality cameras & projectors connected to trinocular microscopes in biology classrooms)	\$33,213	
5	<a href="#">Communication 101 – Expanded Learning Project</a> (Video cameras and accessories to allow recording of student speeches to improve presentation)	\$9,477	
6	<a href="#">Enhancing Collaborative Technology in the Learning Commons</a> (Enhances common areas for student owned equipment)	\$2,935	Funding for 3 charging stations no furniture.
7	<a href="#">Library Microform Scanners</a> (Better quality and easier to operate microform scanners for student research in the library)	\$18,984	One unit funded rather than two.
8	<a href="#">Woodring Video Equipment in Loan Pool</a> (allows student teachers to fulfill program requirements for state licensure through video demonstration of classroom interaction with students)	\$22,997	
	TOTAL	\$155,610	

**Student Technology Fee Website:** <http://www.wvu.edu/stf>



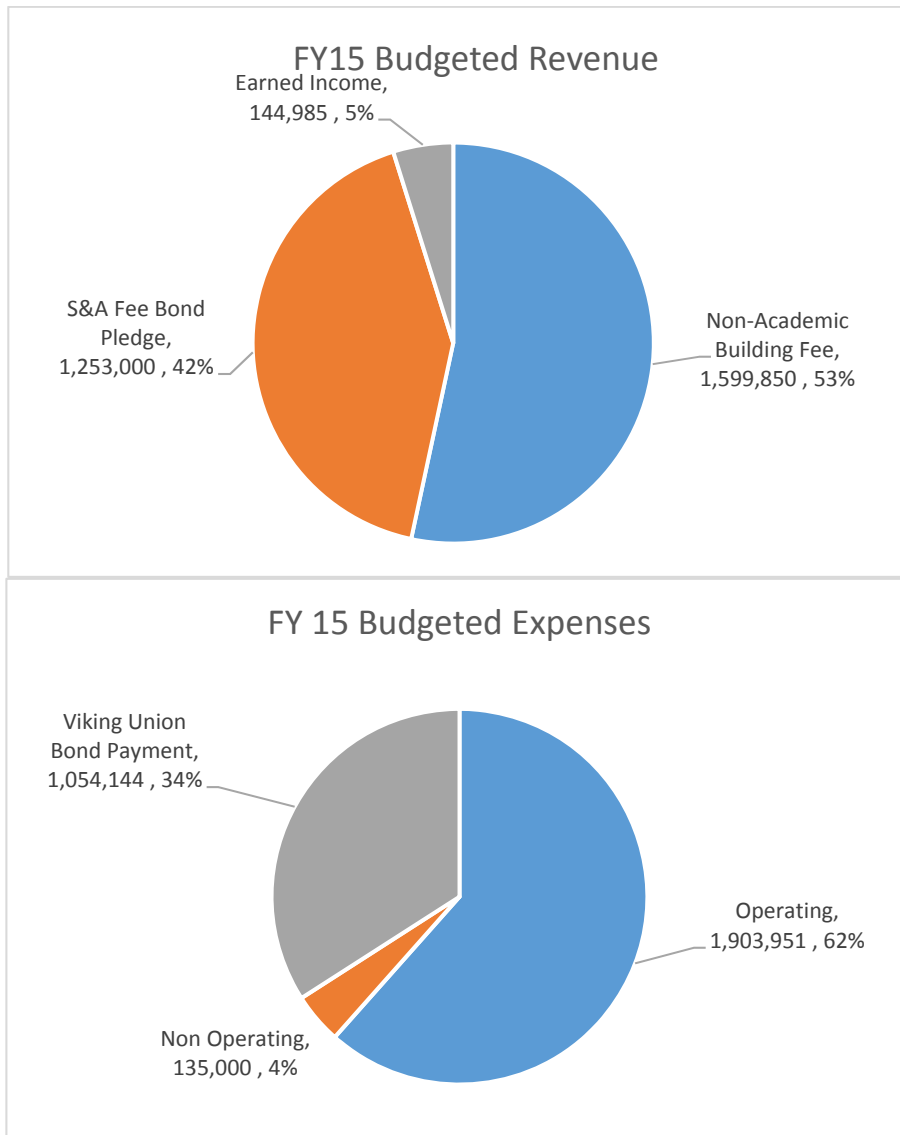
**Attachment E**  
**2014-15 Mandatory Student Fees**

**Non-Academic Building Fee**

**No increase in Fee**

**2013-14 Program Report and 2014-15 Projections**

- The Non-Academic Building Fee is proposed to remain at \$39 per quarter.
- The fee is one of three revenue sources that support Viking Union Facilities. Other revenue sources include Housing and Dining's portion of the S&A Fee and operating income from space rentals, event services fees, and Lakewood boat rentals and lessons.
- Revenues collected support the bond payment for the 2000 renovation of the Viking Union, capital and non-operating expenditures for the Viking Union and Lakewood, and operating expenditures for the Viking Union, Lakewood, and custodial/maintenance of the Child Development Center.



**Attachment F**  
**2014-15 Mandatory Student Fees**

**GREEN ENERGY FEE**  
**No Increase to Fee**

**2013-14 Program Report on  
Renewable Energy Credit Purchases and Sustainability Projects**

The Green Energy Fee (GEF) funds the purchase of Renewable Energy Credits to offset WWU carbon emissions in addition to on-campus sustainability pilot projects through the GEF Grant Program.

- Fee revenues are appropriate, at approximately \$300,000 in FY14. No increase is requested for 2014-15.
- The cost of renewable energy credits was \$0.95 per credit for the first half of FY13, and increased to \$1.25 for the last six months of the fiscal year. Western purchases 40,000 megawatt credits annually (10,000 per quarter).

**Update on 2012-2013 Projects**

In the spring of 2013, the Green Energy Fee Grant Program awarded four *large* projects.

Two of the projects have been fully implemented at this point:

- **Sustainable and Energy-Efficient Dorm (SEED) Pilot:** An energy efficient and sustainable dorm room pilot. Funding approved: \$9,546.
- **Environmental Outreach Hydration Station (EOHS):** A sustainability information kiosk in the library with a water bottle refill station. Funding approved: \$23,457.

One of the projects is still being implemented and the completion date is set for the fall of 2014:

- **Driving Down Energy Consumption with Dashboards - Information is POWER!:** Electronic dashboards to make the electricity and utility use of campus more accessible to the campus community. Funding approved: \$184,735.

The fourth project, Western SOLutions, was put on hold after having gone through the final estimate and design stage. The lowest bid resulted in a savings that was less than the annual maintenance of the system. Given that, \$36,268 was spent on the design and estimate, and the remaining budget of \$183,243 was returned to the Green Energy Fee Grant Program budget.

- **Western SOLutions:** A proposal to use solar thermal collectors to heat the pool at the Wade King Recreation Center. This project expected to decrease Western's CO2 emissions and would serve as a learning model and awareness tool for solar thermal energy. Funding approved: \$219,511.

**New Projects for 2013-2014**

In the 2013-2014 academic year, the Green Energy Fee Grant program approved the conceptual proposal for the following four large projects. The final proposals and requests for funding for these projects are expected to go before the Green Energy Fee Committee during the final weeks of the school year and in the fall of 2014.

- **Performance Hall Overhaul:** A proposal to replace the lighting in the Performing Arts Center Concert Hall and main Stage with energy efficient LED technology.
- **Viking Cycle Fixit Stations:** A proposal to install three Dero Bicycle fixit stations around campus. The stations provide tools for bicyclists to perform basic repairs and maintenance.
- **WWU SORTS** (Structural Outdoor Refuse Transformation System): A proposal to introduce composting collection containers to Red Square.
- **Western Wind Energy:** A proposal to install a small wind turbine on a roof of a building, or ground mounted on campus.

In the 2013-2014 academic year, the Green Energy Fee Grant program awarded the following two small projects:

- **The Human Aspect of Sustainability:** Putting an emphasis on the Social Equity tier of the 3 pillars of Sustainability (Environment, Economy, and Social Equity) through a film viewing/panel discussion and making sock monkeys from scratch to give to Child Protective Services for young children as they are being placed into new homes. Funding approved: \$692.
- **Hydroponics Aquarium:** Piloting a hydroponics aquarium on campus. Installing a hydroponics aquarium in the biology building, and holding make your own mini-hydroponics workshops for students. Funding approved: \$780

The Green Energy Fee Grant Program has participation from students, staff, and faculty from across the university. 2014 applications came from students, faculty and staff from the following departments, colleges, and clubs: the Biology Department, the Communications Department, the Computer Science Department, the English Department, the Geology Department, Huxley College of the Environment, the Philosophy Department, the Theater Department, the Music Department, Western Libraries, Facilities Management, the Sustainable Transportation Office, the Air and Waste Management Club, and Students for Sustainable Water.

The GEF Grant Program remains a highly collaborative effort, projects chosen by the student/staff/faculty GEF Committee, financially managed by the Associated Students, informed by Facilities Management, Facilities Development and Capital Budget, and other departmental stakeholders, and is programmatically managed by the Office of Sustainability.

**Green Energy Fee Grant Program Website:** <http://www.wvu.edu/sustain/programs/gef>

**Attachment G**  
**2014-2015 Mandatory Student Fees**

**Student Alternative Transportation Fee**  
**No increase in Fee**

**2013-14 Program Report**

- The Alternative Transportation Fee was increased 5% in spring 2013, with Associated Students Board of Directors and WWU Board of Trustees approval. The increased fee was implemented Fall 2013 for the 2013-2014 academic year. The new fee structure increased the quarterly fee for the academic year from \$25.00 to \$26.25, and the summer fee from \$20 to \$21 (a lesser amount because late night shuttle service is not provided in the summer). No further changes to the structure or amount of the fee are proposed for the 2014-2015 academic year.
- The transportation fee continues to provide funding for student Whatcom Transportation Authority (WTA) bus passes, operation of the Student Shuttle, a part-time AS Alternative Transportation Coordinator student position, a full-time staff position, and additional part-time employment of students for fall bus pass distribution assistance and survey projects.
- The program distributes over 13,000 bus passes annually; 12,000 in the first 2 weeks of the school year. The bus pass function is encoded onto the WWU student ID card eliminating the need for students to carry a separate bus pass.
- WTA has installed new fare boxes on their buses this year and will be offering new fare options. Western is working with WTA to explore new efficiencies in the encoding and distribution of bus passes to students, as well as integrating the new fare policy into the current WWU-WTA agreement.
- The Student Shuttle continues to provide safe, efficient and convenient transit service from 11 PM to 3 AM Monday through Saturday, and 9 PM to 3 AM on Sunday.
  - Program reserve funds were used to purchase a new (used) vehicle for \$25,000. The vehicle is a 22 passenger Krystal coach that is used on week nights when ridership is low, and will benefit the program with fuel cost savings.
  - The current fleet is aging and additional replacement vehicles are being researched to upgrade efficiency and lower maintenance and fuel costs.
  - Expansion of shuttle Route A, to provide service to students living in the Happy Valley neighborhood, is being studied.
- Annual revenue for the year increased as a result of the fee increase from \$1,032,258 in FY13 to approximately \$1,076,000 in FY14. Annual expense for FY14 approximates \$1,084,000. The small deficit reflects the first year of projected deficit to intentionally spend down the reserve as formerly presented to the Board in Spring 2013 for the proposed 5% increase (see pages 2 and 3 for a summary of the June 2013 Board document. Future payments to transportation providers are expected to increase along with other general costs. Projections indicate that an additional fee increase may be needed by 2016.

***Last year's information for reference:***

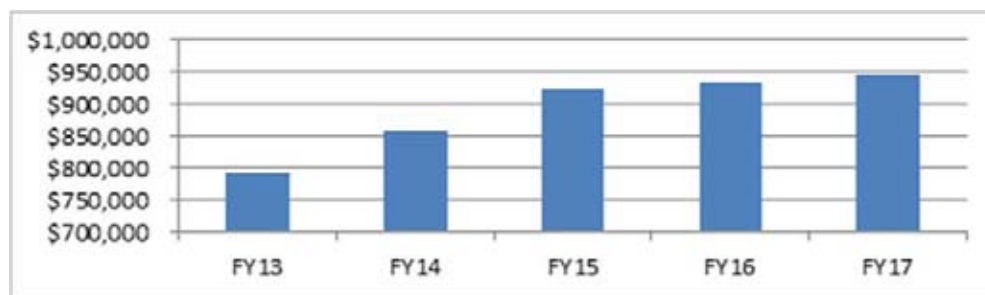
**Excerpts from documents presented to the Board of Trustees in June 2013  
re: the 5% fee increase  
(approved by the Board and implemented for Fall 2013)**

The Student Alternative Transportation Fee was implemented in fall 2007 for a five year term. In April 2012, eighty-four percent of the student body voters voted to renew the mandatory fee for an additional five year term. In accordance with the fee initiative, the fee may be increased up to 5% per year with approval by the Associated Students Board of Directors (ASBD).

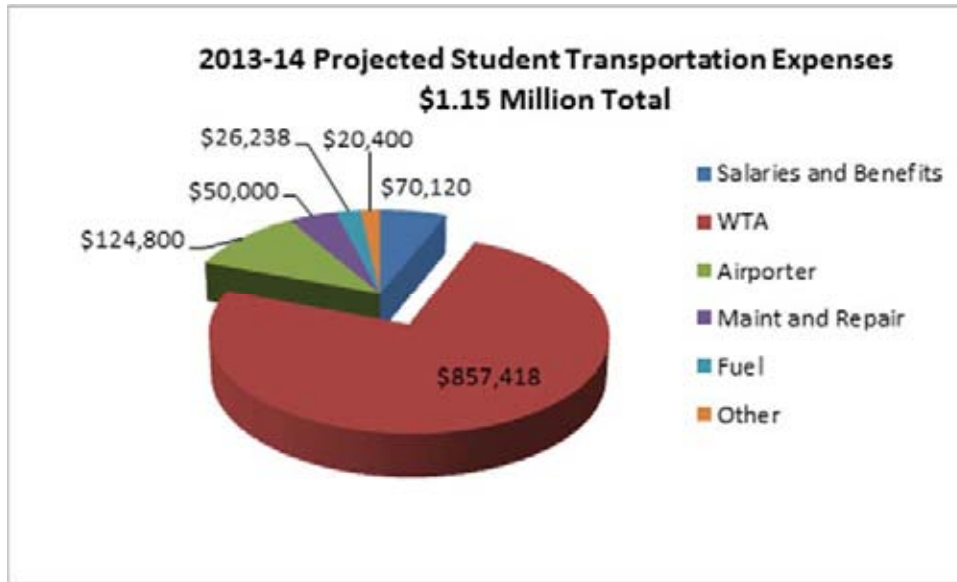
In March 2013, the Student Transportation Fee Advisory Committee conducted a financial review of projected revenue and expenses for FY14 – 17 which resulted in the Committee's recommendation of a 5% increase (\$25.00 to \$26.25 per academic quarter and from \$20.00 to \$21.00 for summer quarter). The increase was approved by the ASBD and is the first increase since the fee was implemented in fall 2007.

The following issues supported the decision to increase the fee:

- Student enrollment, which drives revenue, is predicted to be “flat” over the next several years.
- Payments to WTA will increase over the next 5 years per the contract negotiated in September 2012, and incorporate an estimated annual enrollment increase of 1.39%. If enrollment remains flat as now expected, payments may be negotiated accordingly.



- In May 2013, Student Transportation signed a memo of agreement to pay 25% of operating costs of the Western Card office with Housing and Dining, Student Recreation Center, and Academic Affairs supporting the remainder. The expected expense to Student Transportation is \$10,000 per year.
- Fuel costs are expected to rise.



Below are the projected Operating Fund balances for FY14 – 17 which include carry forward balances from prior years. Even with the 5% fee increase, the FY14 operating budget is projected to dip into the carry forward balance by \$30,000 (compared to \$78,000 with no fee increase). This annual shortage is planned to continue until a target Operating Fund balance of approximately \$300,000 is reached (equivalent to three months of expenses.) Since this will most likely occur in FY17, it is expected that another fee increase vote will take place in FY16.

<b>Projected Operating Fund Balance</b>				
	FY14	FY15	FY16	FY17
No Fee Increase	\$ 525,000	\$ 366,000	\$ 190,000	\$ 2,000
5% Fee Increase FY14	\$ 573,000	\$ 462,000	\$ 335,000	\$ 195,000

*Note: The program also maintains a Capital Reserve Fund for bus replacement expenses. The current balance is \$200,000 to which 1% of revenue is budgeted to be added annually.*

**Attachment H  
2014-15 Mandatory Student Fees**

**Legislative Action Fund  
Proposed decrease to \$1 with change in structure**

**Proposed Fee & Effective Dates:** The Associated Students through a campus wide referendum recommends a mandated \$1 fee to replace the existing Legislative Action Fund of \$2, which is an opt-in or positive check of system.

**“Shall the students of Western Washington University, using the power granted to them by state law, change the Legislative Action Fund to a \$1 per quarter opt-out fee structure in order to increase student representation and advocacy efforts at the campus, local, state, and federal level?”**

**Purpose & History:**

There has been a long history of support for a Legislative Action Fund.

- 1982: Process established for students to contribute to legislative University representation by the Washington Student Lobby through the fee system
- 2002: Opt-in fee structure under which all contributions went directly to the Washington Student Lobby
- 2008: Washington Student Lobby restructured membership dues based on Full Time Equivalents
- 2009: Washington Student Lobby re-named Washington Student Association
- 2009: Student referendum passed and BOT approved – contributions now directed towards the Legislative Action Fund
- 2011: RCW 28B.15.610 was updated to include the statement, “. . . may be used for lobbying by a student government association or its equivalent . . .” This RCW also allows legislative fees to be included as one of the mandated fees. In 2012 Central Washington students moved to a mandated fee system under this RCW.
- 2014: The Associated Students of Western Washington University voted in favor of an appeal based mandated fee - a reduction in the “opt-in” fee from \$2 to \$1. This approach provides stability and support for such activities as: WSA Board Retreat; WSA Lobby Day; USSA Congress; USSA Legislative Conference; AS Environmental Lobby Day.

**FY15 Proposed Increase to Fee and the Anticipated Yearly Revenue:**

Fee revenue projections are estimated to be \$40,000 compared to the current opt-in revenue of about 23,000. This will allow the revenue to meet expenditures and increase student representation in Olympia.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Provost Brent Carbajal  
**DATE:** June 13, 2014  
**SUBJECT:** Academic Program Fees  
**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Approval of Other Academic Program Fees for Extended Education Programs and Other Programs: Other Academic Program Fees include tuition fees for Summer Session as well as a variety of extended education and other academic programs. At its February 2014 meeting, the Board approved 2014 Summer Session Fees. Other Academic Program Fees for extended education and other programs have been developed over the past few months and are now ready for Board approval.

Other Academic Program Fees are fees paid by students enrolling in extended education programs primarily through Western's Extended Education (EE). Other Academic Program Fees are:

- **CONTINUING EDUCATION PROGRAMS AND COURSES** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **DEGREE PROGRAMS VIA EXTENDED EDUCATION** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **SUMMER SESSION** tuition and fee increases are limited to academic year tuition increase.

Annual fee increases for all of these programs are limited to projected program costs. These fees were reviewed by the Academic Fee Committee, the Budget Working Group and President's Council.

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the attached 2014-2015 Other Academic Program fee schedule.

## **Supporting Information**

Attached fee schedule



**WESTERN WASHINGTON UNIVERSITY  
2014- 2015**

**Other Academic Program Fees**

FUND: Fund Title, Department	2013-14 Fee	2014-15 Proposed Fee	Amount Change	Percent Change	Change Description	Fee Form Number
Fee Title						

Academic Affairs

**20033: Foreign Studies Course Fees, Provost/Other Programs**

Concurrent Enrollment Fee	225.00	250.00	25.00	11.11%	Increase to Fee	<a href="#"><u>825027</u></a>
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**25122: WWU on the Peninsulas, Extended Education**

Extended Student Service Fee		9.00 per credit hour			New Fee	<a href="#"><u>838706</u></a>
Undergraduate Course Fee, Business Degree (1-9 Credits or 18+credits)		281.00 per credit hour			New Fee	<a href="#"><u>826110</u></a>
Undergraduate Quarterly Rate, Business Degree (10-18) Credits		2,810.00 per quarter			New Fee	<a href="#"><u>838685</u></a>

**25123: Computer & Info Systems Security, Extended Education**

Extended Student Service Fee		9.00 per credit hour			New Fee	<a href="#"><u>838706</u></a>
Undergraduate Course Fee, Computer and Information System Security		268.00 per credit hour			New Fee	<a href="#"><u>838705</u></a>

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

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

**FROM:** President Bruce Shepard by Provost Brent Carbajal

**DATE:** June 13, 2014

**SUBJECT:** **Renaming of the College of Sciences and Technology**  
Brent Carbajal, Provost and Vice President for Academic Affairs  
David Bover, Associate Dean, College of Sciences and Technology

**PURPOSE:** Action Item

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## **Purpose of Submittal:**

According to *Board of Trustees Rules of Operation 2.3(e)*, it is the responsibility of the Board of Trustees to *Structure the University. To establish or abolish colleges, divisions, schools, departments, and degree programs.*

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, on recommendation of the President, approve the following institutional and administrative action effective September 1, 2014:

To rename the existing College of Sciences and Technology (CST) to the ***College of Science and Engineering (CSE)***.

## **Supporting Information:**

Given the Washington State Legislature's recent decision to provide financial support so that the WWU Department of Engineering Technology could grant Engineering degrees and, thus, the University's subsequent transition from Engineering Technology programs to Engineering programs, as well as the long-standing interest to acknowledge the programs of Industrial Design and Vehicle Design, the existing Engineering Technology Department began the proposal process for changing its name to the Department of Engineering and Design in September of 2013 after the name change was unanimously approved at a departmental meeting.

Planning for the necessary curriculum and courses changes has been completed. Plans for recruitment of new and transfer students into the programs have been guided by discussions with staff in the office of Enrollment and Student Affairs and the Registrar's Office. Recruitment for new faculty has been successful with seven new faculty members scheduled to join the department fall quarter 2014.

To better reflect the transition of the Department of Engineering Technology into the Department of Engineering and Design, the existing College of Sciences and Technology began the proposal process for changing its name to the College of Science and Engineering in November 2013.

As detailed on the chart below, the transition proposal process for both the department and college has undergone a thorough review process with approval by a number of college and university committees. The process concluded with approval by the Faculty Senate in March 2014 for the name change to the College of Science and Engineering.

## Proposal Process for Changing the Name of the College

November 15, 2013	Memo from Dean Jeff Wright proposing name change, following discussion by the college Dean's Advisory Council and Policy, Planning and Budget Committee.
December 2, 2013	Discussed by the CST Curriculum Committee. Decision deferred to enable more discussion within departments.
January 6, 2014	Discussed and approved by the CST Curriculum Committee.
January 13, 2014	Minutes of the CST Curriculum Committee meeting of January 6, 2014 approved and forwarded to the Academic Coordinating Commission.
February 4, 2014	Discussed and approved by the Academic Coordinating Commission.
February 18, 2014	Minutes of the Academic Coordinating Commission meeting of February 4, 2014 approved and forwarded to the faculty Senate.
March 10, 2014	Approved by the Faculty Senate
June 13, 2014	Presented to the Board of Trustees

## Proposal Process for Changing the Name of the Department

September 17, 2013	Memo from Chair of Engineering Technology department proposing name change following discussion and approval of department faculty.
October 14, 2013	Approved by the CST Curriculum Committee.
November 4, 2013	Minutes of the CST Curriculum Committee meeting of October 14, 2013 approved and forwarded to the Academic Coordinating Commission.
November 19, 2013	Discussed and approved by the Academic Coordinating Commission.
December 3, 2013	Minutes of the Academic Coordinating Commission meeting of November 19, 2013 approved and forwarded to the Faculty Senate.
January 13, 2014	Approved by the Faculty Senate
June 13, 2014	Presented to the Board of Trustees

## **Proposal to Change the Name a College and Academic Department**

- State funding to transition Engineering Technology programs to Engineering
- College of Sciences and Technology to be renamed as the *College of Science and Engineering*
- Engineering Technology department name changed to *Engineering and Design*
- Changes to take effect from Fall quarter 2014

# College Name Change Process

November 15, 2013	Proposal from Dean Jeff Wright, after discussion with college Dean's Advisory Council and Policy, Planning and Budget Committee
December 2, 2013	Discussed by college Curriculum Committee
January 6, 2014	Approved by college Curriculum Committee
February 4, 2014	Approved by Academic Coordinating Commission
March 10, 2014	Approved by Faculty Senate
June 13, 2014	Presented to Board of Trustees

# Department Name Change Process

September 17, 2013	Proposal from Jeff Newcomer, Chair of Engineering Technology, after discussion and approval by department faculty
October 14, 2013	Approved by the CST Curriculum Committee
November 19, 2013	Approved by the Academic Coordinating Commission
January 13, 2014	Approved by the Faculty Senate
June 13, 2014	Presented to the Board of Trustees

# Engineering Transition Update

## June 13, 2014



- + Introducing new programs in:
  - + Electrical Engineering (EE)
    - + Electronics and Energy Options
  - + Manufacturing Engineering (MFGE)
  - + Plastics and Composites Engineering (PCE)
  - + Will phase out current EET, MET, and PET programs
- + Completed tasks:
  - + Academic approvals obtained for all three programs
  - + 6 new faculty starting fall 2016
  - + 2.5 new staff already working
  - + First groups of students admitted

# Engineering Transition Update

## June 13, 2014



- + Remaining tasks:
  - + 1 faculty search (PCE)
  - + 1 staff search (IT support)
  - + EAC-ABET accreditation
    - + Must graduate students before being reviewed
    - + Timeline:
      - + Summer/fall 2014 – complete assessment materials and plans
      - + Fall 2015 – submit request for review
      - + Spring 2016 – first program graduates
      - + Summer 2016 – submit self-study
      - + Fall 2016 – site visit
      - + Summer 2017 – ABET decision on accreditation



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

**TO:** Members of the Board of Trustees  
**FROM:** Bruce Shepard, President  
**DATE:** June 13, 2014  
**SUBJECT:** Election of Board Officers  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

Chair Zoro will hear discussion and nominate Board officers pursuant to the *WWU Board of Trustees Rules of Operation*, Section 5(.01) Officers and Terms. This section in the Rules of Operation states that the Board will elect a chair, vice chair, and secretary for two-year terms.

**Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University elect the new Board officers as nominated, to be effective at the close of this meeting.

- Karen Lee, Chair
- Sue Sharpe, Vice Chair
- Dick Thompson, Secretary

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

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

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

**DATE:** June 13, 2014

**SUBJECT:** **Campaign Update**

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

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

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

**TO:** Members of the Board of Trustees  
**FROM:** Karen Lee, Chair, Board Committee on Trustees  
**DATE:** June 13, 2014  
**SUBJECT:** **Board Committee on Trustees Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Lee will report to members of the Board of Trustees and the University President and his staff topics related to the Board Committee on Trustees.

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

**TO:** Members of the Board of Trustees  
**FROM:** Dick Thompson, Chair, Board Audit Committee  
**DATE:** June 13, 2014  
**SUBJECT:** **Board Audit Committee Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Thompson will report to members of the Board of Trustees and the University President and his staff topics related to the Board Audit Committee.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Provost Brent Carbajal  
**DATE:** June 13, 2014  
**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 2013-14 academic year.

The following spreadsheet shows the status of the TT faculty searches per college.

## TT Hiring Status Update

**Source:** TT Hiring - FY14 Searches (Excel Tracking Sheet)  
Prepared by Austin Cooper and Ichi Pencil in the Academic Budget Office  
**Date:** 5/30/2014

College	Search Stage	Interview Stage	Offer Stage	Letter Sent	Hiring Confirmed	Declined	Failed Search	Grand Total
CBE	2				5	1		8
CFPA					4			4
CHSS	1			1	13			15
CST		4			13	4		21
FAIR				1	1			2
HUX				1	6			7
WCE		1			2		1	4
WL		1			2			3
<b>2015 Total</b>	<b>3</b>	<b>6</b>		<b>3</b>	<b>46</b>	<b>5</b>	<b>1</b>	<b>64</b>

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Senior Vice President Eileen Coughlin  
**DATE:** June 13, 2014  
**SUBJECT:** **Admissions and Enrollment Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

To provide a general update on enrollment and admissions

**Admissions and Financial Aid Report**  
**June Board of Trustees Meeting**  
Prepared by Clara Capron,  
Assistant Vice President for Enrollment and Student Services

The size of the incoming freshman class for Fall 2014 will be similar to that for Fall 2013 (last year's freshman class was 2,792). The number of transfer students may increase slightly for Fall 2014 (last year our incoming transfers totaled 938). The average GPA of our admitted Fall 2014 freshman class is also similar to last year at 3.51, compared to 3.52 for Fall 2013. We expect students of color to make up a slightly higher proportion of our fall freshman enrollment. As of late May, 28.6% of our confirmed freshman students for Fall 2014 were students of color, compared to 26.1% at the same time last year for Fall 2013.

Admissions held the most highly-attended Spring into Western event ever on May 17, 2014, with a record 701 attendees. The second-highest number of registrants was in 2012, with 625 attendees. Held during the Back2Bellingham weekend, Spring into Western is an all-day event that includes high school juniors, sophomores, freshmen and their families hailing from Washington, Oregon and Idaho. The event includes a campus tour with our outstanding StARs (Student Admissions Representatives), admissions panel presentations comprised of admissions counselors, assistant directors, and StARs, time for lunch, and the option to attend a financial aid information session as well as tour the residence halls. The event is held in collaboration with the Alumni Association and New Student Services/Family Outreach. Guests are given the option to purchase a Back2Bellingham pass and participate in those festivities, as well.

On April 17, 2014, the Financial Aid Scholarship Center provided two pilot scholarship application workshops to approximately 100 students attendees. Scholarship Center personnel facilitated a panel presentation and discussion to inform students about Scholarship Center services and provide tips, best practices and motivation for applying for scholarships. Presenters focused on how to conduct scholarship searches and apply competitively. The panel featured current WWU student scholarship recipients and scholarship committee members as well as a representative from the WWU Foundation, the International Programs & Exchanges Office, and the Fellowships Office. Student attendees indicated that they felt more comfortable with the scholarship process as well as more empowered to apply for multiple scholarships by the end of their workshops.

# UNIVERSITY ADVANCEMENT REPORT

JUNE 2014



The Division of University Advancement is celebrating the start of summer on multiple waves of excitement: our campaign drive continues to generate wonderful gifts, and WWU alums and supporters helped us celebrate our fifth Back2Bellingham weekend – the biggest one yet. Foundation and Alumni Association Board leadership has been confirmed for the upcoming year. And following an in-depth RFP, we've confirmed that Commonfund, our investment manager for over 10 years, provides the best value to us. A non-profit itself, board education and governance is inherent in Commonfund's mission, and they remain very much aligned with our principles. Here's to a similarly fruitful summer!

## CAMPAIGN RESULTS THROUGH APRIL 30, 2014



## ADVANCEMENT FAST FACTS

MAR. 1 – APRIL 30, 2014

Charging ahead: over the past two months, the Western Stands for Washington Campaign has engaged **nine major donors, adding \$249,790 in gifts and pledges.**

In the same time frame, we also received **2,391 annual gifts totaling \$357,370.**

Of the 295 added Alumni memberships, **111 were brand new, with 184 renewals.**

The Foundation's Phonathon callers have kept telephone lines humming: over the past two months, we made **more than 55,000 calls** to WWU alumni, parents and friends asking for support.

The annual giving campaign kept the post office on its toes, too, generating **21,800 mailings** requesting gifts.

And, since good old-fashioned letter writing skills – to say nothing of good manners – never go out of style, student employees penned **more than 1,700 personal thank you notes** to donors.



# GROWING AWARENESS

Alumni communications and web presence continue to be key in building audiences and engaging them in Western conversations and participation. We are seeing the highest website traffic, email open rates and click-throughs to our event pages in Association history. Two recent campaigns contributed to this spike and set the pace for ongoing exposure and awareness throughout Western Washington – particularly along the I-5 corridor where the majority of our alumni live.

## LICENSE PLATE (FEB-APRIL)



- ▶ Billboards, buses, email and social media campaign helped grow audience and engagement.
- ▶ 18% of emails were opened, with a 5% click rate
- ▶ Increased online audience engagement by 203 people
- ▶ 6.4% increase in the number of license plates on the road

## BACK2BELLINGHAM (FEB-MAY)



- ▶ 55% increase in website visits from last year, resulting in a 44% increase in pre-registrations
- ▶ 19% of emails were opened, with a 7% click-through rate (highest engagement in our history)
- ▶ Overall social media engagement across platforms increased 1,479%
  - Facebook “likes” up 189 people; increased reach by 133,037 and had 682 clicks on our B2B Facebook ads.
- ▶ B2B website was a top five referrer to Whatcom County Tourism, and a top referrer to download the Bellingham Experience app to access partner discounts at local businesses.

## ENGAGEMENT METRICS



BUSY RE-ENGAGING WITH ALUMS, SINCE MARCH WE'VE BEEN TRAVELING NATIONWIDE AND MEETING POTENTIAL DONORS IN KEY GEOGRAPHICAL LOCATIONS.

  
**198**  
 STUDENT VOLUNTEERS  
 @ B2B

**1,808**  
 -B2B-  
 LUNCHES ON  
 OLD MAIN  
 LAWN  


  
**49**  
 WWU CLASS YEARS REPRESENTED  
 @ B2B,  
 FROM 1958  
 THROUGH 2017

# ENGAGEMENT

## EVENTS FROM MARCH - MAY, 2014



Scot, second from left, and Mark, far right, with (l to r), President Bruce Shepard, Interim Dean of CBE Craig Dunn and Chair of Accounting Department George Sanders.

Thanks to the efforts of Western alumni and partners in EY's Seattle office, Scot Studebaker ('90) and Mark Mathewson ('95), the College of Business and Economics is launching an international accounting program this year. On April 24, both attended the launch of the EY Global Center, a space in Parks Hall dedicated to student meetings and collaborations.

Thirty Mercer Island alumni, parents and friends gathered at the home of Mitchell Eggers ('85) and Lisa Strauch Eggers on March 20, to hear a talk, 'WWU and Changing China,' by Sociology Professor Baozhen Luo. "What's quite clear to me after 30 years, " says Mitch, who was on campus for B2B and participated in that day's Viking Memories Project, "is that Western's done an extraordinary job with the budget that they've been handed and the reputation that they've maintained. It's important that those of us who benefitted before give something back and support the institution."

In San Francisco, Alumni Association board member Mark Brewer ('87) hosted a brainstorming session and focus group on May 8, rallying Western alums to build their local network. Their first plan of action? Tapping into and engaging the 1,200-plus number of alums in the Bay Area.

On April 3, the Consul General of the United States of America Anne Callaghan welcomed more than 50 WWU alumni and parents to her Vancouver, BC., residence for a wine and cheese reception and remarks by Dr. Don Alper, director of WWU's Border Policy Research Institute and Center for Canadian-American Studies. Guests enjoyed hearing about Western and our work promoting commerce as well as strengthening the ties between Canada and the United States.

The inaugural Fairhaven College Advisory Council meeting came to order May 17, attended by a lively group of alumni and community members. The diverse council, representing each decade of Fairhaven's history, includes Fred Moody ('73), one of 13 original students who helped hire faculty and design the curriculum; Danica Kilander ('13), newly-appointed Change Leader at Western; Oscar-winner TJ Martin ('05); business leaders Jane Carten ('01, '06) of Saturna Capital and Roy Hanson ('75) of Hanson Research Corporation; theatrical costume designer and teacher Miriam Lewis ('93); Yoko Shimomura ('96), of the Bill and Melinda Gates Foundation; immigration lawyer Susan West; and lobbyist Ann Simon ('88).

John Miles, former dean of Huxley College and popular professor, mentor and "Spring Block" leader, was honored at a retirement party hosted by Huxley College on May 16. Donors and alumni mingled among the 100-plus guests at Bellingham's Squalicum Boathouse. The festivities included speeches, shared memories and a roast, and the next day, in true Miles style, John guided guests on a day hike through the Chuckanut Mountains.



(l to r): AMSEC dir. Mark Bussell, Professor Dave Patrick, MCT program officer Moses Lee, Vice Provost/Research Kathy Kitto, CST Dean Emeritus Arlan Norman and Associate Professor Steve Emory.

The Murdock Charitable Trust (MCT) has been a long-standing supporter of the chemistry department and the College of Sciences and Technology. Part of a recent six-figure gift enabled the Applied Materials Science and Engineering Center (AMSEC) to purchase a new nano microscope, to further interdisciplinary and collaborative research and scholarship. The Trust's investment has been critical to the AMSEC Laboratories' renovations, and a dedication ceremony was held on April 25 in conjunction with a public Open House that also honored Murdock Charitable Trust.

On April 23, more than a dozen alums returned to campus to mentor 43 students at the third "Perfect Your Pitch" event. Participants were treated to a keynote presentation by David Antisdale ('75), senior vice president of Strategic Alliances & Entertainment for Caruso Affiliated. Antisdale's marketing career includes the campaign for the High Roller and LINQ district in Las Vegas, as well as major clients such as Cadillac, The Walt Disney Company, Jaguar, Lotus, Palm, AT&T, Warner Bros and Verizon. He provided students with valuable career advice and shared his company's "10 rules for success." The pitch-perfect alumni networking event has already led to a student internship at Antisdale's company.

# ENGAGEMENT CONTINUED...



Our Distinguished Alumni Award recipients

Western students had a great opportunity to visit with noted alumni and a prominent community supporter at the 2014 Distinguished Alumni Awards & Recognition Celebration on May 15. This event is the pinnacle of the Alumni Association's year as we get to acknowledge the successes and contributions from 12 alumni and one community member. These individuals are selected for their contributions to the future of WWU and extending the Western Way into their industries and communities.

The 2014 Distinguished Alumni Awards & Recognition recipients are:

### Lifetime Achievement Award

Mina Butros Ghattas ('59 & '60)  
Woodring College of Education

### Larry "Go Vikings!" Taylor Alumni Service Award

Jo Metzger-Levin ('81 & '86) College of Humanities and Social Sciences

### Young Alumnus of the Year Award

Brett Mitchell ('01) College of Fine and Performing Arts

### Distinguished Alumni Awards

Fritz Johnston ('73) College of Fine and Performing Arts  
Kirby M. Larson ('76) College of Humanities and Social Sciences  
Robert S. Matson ('69 & '71) College of Sciences and Technology  
Roberta N. Riley ('82) Huxley College of the Environment  
Thomas R. Thornton ('78) Fairhaven

College of Interdisciplinary Studies  
Jason T. Warnick ('94) College of Business and Economics  
Bill Wright ('60) Woodring College of Education

### Campus School Recognition Award

Rob Brand ('59 & '66) Woodring College of Education

### Campus Volunteer Recognition Award

Tamara L. Belts ('76) College of Humanities and Social Sciences

### Community Volunteer Recognition Award

R. Emil Hecht  
Bellingham Ear, Nose and Throat and Hecht Aesthetic Center

The Distinguished Alumni Awards & Recognition Celebration marks the official kick-off to Western's premier weekend: Back2Bellingham. This year's Back2Bellingham – marking its fifth exciting year – was our most successful yet, with more than 2,000 alumni, families, prospective students, faculty/staff and community members on campus, as well as hundreds of participants joining us for the plethora of free activities.



The zip line on Old Main Lawn was one of the most popular activities at 2014's B2B

Back2Bellingham is a University-wide, collaborative event led by Western's Alumni Association, New Student Services/Family Outreach, all of the colleges and Associated

Students. In addition to annual attractions like "Classes Without Quizzes," department reunions, Spring into Western, Red Square Carnival and Party in the Library, this year we added a 250-foot zip line that ran alongside the delicious BBQ Lunch on Old Main Lawn. Awareness for this event increased this year and resulted in a record attendance.



Creating their wonderful weekend at B2B

That attendance benefits the entire community. Last year, Back2Bellingham created a \$250,000 boost in the local tourism and retail economy. Results of this year's economic impact study are still coming in, but we do know there was a 44 per cent increase in preregistered guests over last year, and we expect to see an equivalent increase in entertainment and tourism dollars spent from that much of the Western community coming back to town.

Nearly every hotel in Whatcom County (including the three new hotels) sold out and numerous individuals took part in our new cross-promotion of Back2Bellingham with local businesses that offered discounts for the weekend. The Back2Bellingham website ranked in the top five for driving referral traffic to [bellingham.org](http://bellingham.org).

Back2Bellingham continues to be a vehicle for growing Western's appeal among potential students, bringing alumni and supporters back to campus to re-engage with their alma mater and being a catalyst for the local economy.

# UPCOMING EVENTS

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**JUNE 11 & 12** – Senior Celebration on Campus

**JUNE 13** – Outstanding Graduate Awards Ceremony on Campus

**JUNE 18** – Alumni event at Mariners/Padres game in San Diego

**JUNE 27** – Date Night @ Date and Paint in Bellingham

**JULY 18** – Dinner and performance of Funny Girl in Everett

**JULY TBD** – WWU Night at the Tacoma Rainiers in Tacoma

**AUGUST 10** – WWU Night at The Everett Aquasox in Everett

**AUGUST 14** – President's Society Summer Barbeque in Woodinville

**AUGUST 19** – President's Society Summer Barbeque in Bellingham

**AUGUST 22** – Senior Celebration on Campus

**AUGUST TBD** – Sailing Rendezvous in San Juan Islands/Friday Harbor

**SEPTEMBER 6** – Wine tasting reception in Olympia

**SEPTEMBER 10** – 7th Annual Get Your Blue On! Barbeque on Campus

**SEPTEMBER 11** – Viking Night on Campus

**SEPTEMBER 27** – Harrington Field Dedication on Campus

**SEPTEMBER 27** – WWU day at the Sounders in Seattle

**OCTOBER 23** – Jazz Western Style in Seattle

# WHY WE DO WHAT WE DO...

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Videos of the featured WWU scholars at our annual February/March Scholarship Luncheons are now available online. Visit <http://www.foundation.wvu.edu/scholarship/> for eloquent, compelling, inspiring words from recipients Leah Wood (Willis Ball Memorial Scholarship), Jordyn LeBlonde (Bowman Family Distinguished Scholars in Leadership award, among several other) and Tuz Xiong (US Bank Minority Scholarship).

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The Woodring College of Education's Equity and Diversity Committee, which supports the College's commitment to diversity and inclusion, hosted its first annual scholarship benefit on April 4 in the Miller Hall Collaborative space. Sixty-eight people attended this WWU affair, raising more than \$11,000 for scholarships and emergency grant-in-aid for students from underrepresented populations, including first-generation, transfer and bilingual students.

A featured speaker was Sinai Gonzalez, a freshman with a pre-major in Special Education and Education & Social Justice, who is the recipient of the Inspired for Teaching Excellence Scholarship. "I love the amazing feeling you get

when you make someone's day just by giving them some of your time," she said. "That is why I signed up for Compass 2 Campus this quarter so that I can continue reaching out to the community. Dennis and Debbie Madsen, who created my scholarship, have made it possible for me to dive into academics and my volunteering, without having to work all the time like I did in high school. All it took was them believing in me and in my abilities to change lives – that's how they changed mine."



Sinai Gonzalez, Woodring College of Education fundraiser speaker, at Miller Hall

Dennis and Debbie Madsen support the Inspired for Excellence in Teaching Scholarship Endowment which Dennis established in 2007, creating a renewable scholarship that covers tuition and fees for freshmen from Washington who possess a passion for making a difference through teaching in

P-12 schools. Since then, a total of \$96,679 has been awarded to four future teachers.

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Irwin and Frances LeCocq, whose Peoples Bank Scholarship is in its 18th year, have spent a shared lifetime contributing to Western both financially and as longtime and frequent volunteers. As well as having worked with Western's Gallery, Frances, a non-degreed alumna, was a member of the Foundation's Board of Directors from 1981-85, including serving as Vice President and sitting on the Board's Investment Committee. Irwin also served as a member of the Foundation's Board of Directors (1989-94) and served as a member of the Board of Trustees from 1982-88, including a term as secretary. More than three decades on, their connection with Western remains strong: "When you get something from the community, then you owe something to the community too," Frances noted during a recent visit with WWU. "The college is very important to the community," added Irwin. "It draws good people here." As to their own family legacy, it's still going strong: grandson Ryan LeCocq graduated in 2013.

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## NEW AND FAMILIAR FACES

WWU Foundation Board welcomes the re-election of two key members:

**Marjorie Hatter**, Treasurer  
**Jean Carter ('79)**, Secretary

They will be joining:

**Dan Guy**, President  
**Bruce Clawson**, Vice President

WWU Alumni Association Board is welcoming new leadership for the fiscal year:

**Shari Campbell ('83)**, President  
**Stephanie Artino ('98)**, President-elect  
**Keith Boyd ('95)**, Immediate Past President

University Advancement, new staff: **Heather Christianson ('99)** has joined us as Program Support Supervisor.

**Daneet Steffens** joins us as Associate Director of Campaign Communications.

# WESTERN WASHINGTON UNIVERSITY

## Capital Program Report

Board of Trustees

June 13, 2014

### MAJOR/INTERMEDIATE CAPITAL PROJECTS

- **Multipurpose Field**

The general construction contract for the field civil work, including retaining walls, fencing, bleacher seating, and restroom building is complete. The AstroTurf installation of the artificial surface is also complete.

- **Nash Hall Renovation**

Progress meetings have started with CDK Construction Services, Inc. in preparation of the construction of Phase I to start on June 16, 2014, and be substantially complete by September to allow occupancy Fall Quarter 2014. Construction this summer will address renovations of the sub-basement through the third floor. The work is to include selective demolition, hazardous material abatement, installation of new fire suppression systems, seismic upgrades, and new construction in public areas and dorm rooms.

- **Haggard Hall Digital Media Commons**

The scope of this project is to renovate Haggard Hall rooms 245 and 246 to create a multi-disciplinary digital media center to be used for teaching and student work. The project also includes work in Parks Hall to develop a mediated finance lab (mock trading floor). The project is currently in the Design Development phase. A construction contract is scheduled to be brought for approval to the Board at the February 2015 meeting. Construction is scheduled to start Spring Quarter 2015 in Parks Hall, and Summer Quarter 2015 in Haggard Hall.

- **Ridgeway Kappa Renovation**

CNJA Architects is to provide schematic design/design development documents for review on May 29, 2014. The scope of work includes demolition, hazardous material abatement, installation of new fire suppression and automatic central fire alarm systems, seismic mitigation, and replacement of interior finishes. Construction is anticipated to start late March 2015.

### OTHER SMALLER PUBLIC WORKS PROJECTS

- **Wilson Clay Tile Roof and Multiple Roof Replacements**

Progress meetings have started with Queen City Sheet Metal & Roofing, Inc. in preparation of the start of construction on June 16, 2014. Construction is scheduled to be substantially complete by September 2014. Work will address roof replacements of the Wilson Library 1927 clay tile assembly, Fine Arts gallery, and Parks Hall entry.

- **Replace Steam Piping at Ridgeway Complex**

The University has contracted with Tiger Construction, Inc. to replace deteriorated steam, condensate and compressed air piping in the Ridgeway complex, including building feeds to Ridgeway Alpha, Omega, Delta, and Ridgeway Commons. The project will also provide a storm water drainage system to prevent storm water flooding in the utilidor that has occurred in the past. Construction is scheduled to begin June 16, 2014, and is planned to be complete by Fall Quarter 2014.

- **Performing Arts Exterior Renewal**

Progress meetings have started with Dawson Construction, Inc. in preparation of the start of the construction on June 16, 2104. Construction is scheduled to be substantially complete in September 2014. Work will address cleaning walkways, curbs, stairways, stucco, brick, concrete and concrete walls, graffiti removal, repair of stucco damage and cracks, painting stucco, repair and re-pointing brick, sealing brick and concrete, refinishing wood elements, roof replacement and roof drainage system repairs, including gutters, downspouts, plumbing and piping.

- **North Campus Utility Upgrade**

Work on the project includes the upgrade of the existing north campus 4,160 volt electrical distribution system to a more energy efficient and reliable 12,470 volt system. In addition, the project will eliminate all existent radial feeds to campus buildings, providing redundancy in the system by establishing a fully looped electrical distribution grid.

Dutton Electric Company mobilized May 20, 2014 and is currently working in the tunnel system to get ahead of schedule. On June 16 the contractor will begin electrical site work. The project is scheduled to be complete by the end of December 2014.

- **Classroom and Lab Upgrades – Phase 2**

PW679A which includes classroom and lab upgrades in Ross Engineering Technology and Biology begins construction June 16 and was awarded to Colacurcio Brothers Construction. Work will be complete for use Fall Quarter.

PW679 schematic design is underway and will included upgrades to rooms in the Performing Arts Center, Bond Hall and Fine Arts, with alternates in Fairhaven Academic, Ross Engineering Technology and Environmental Science buildings. The scope of work includes media equipment, interior finishes and furnishings, electrical, mechanical and plumbing, fire alarm, and suppression. A construction contract for Phase 2 is scheduled to be brought to the February 2015 Board of Trustees meeting for approval. Work is scheduled to start Spring Quarter 2015 and to be completed and operational by Summer Quarter 2015.

- **Central Campus Steam Upgrades**

The University contracted with Tiger Construction, Inc. for this project and meetings have begun to prepare for start of construction. The scope of work is to replace steam and/or condensate piping at several locations around campus, including the utilidor in the service road east of Fraser Hall. Construction is scheduled to begin on June 16, 2014, and is planned to be complete by Fall Quarter 2014.

## **2015-17 CAPITAL PLANNING PROCESS**

A final recommendation of the University's 2015-2025 Ten Year Plan and 2015-2017 Capital Budget Request is before the Board in a separate item. Upon approval, all of the corresponding documents will be completed over the next few months, and submitted to the Office of Financial Management.

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

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

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

**FROM:** President Bruce Shepard by Provost Brent Carbajal

**DATE:** June 13, 2014

**SUBJECT:** **Quarterly 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 the period January 1, 2014 – March 31, 2014 and fiscal year 2013/14

**Supporting Information:**

- Grant awards/totals for the period 1/1/14 – 3/31/14
- Grant awards for the fiscal year 2013/14



Grant Awards for the Period 01/01/14 – 03/31/14

The total amount of grants and contracts received this period was \$1,960,307. This includes both new awards and additions to existing awards.

<b>Department</b>	<b>Award Total</b>	<b>Awards</b>	<b>Additions</b>
Biology	161,243.00	2	1
BPRI	3,534.00		1
Campus Compact	10,200.00		1
Chemistry	523,788.00	2	2
Environ. Sciences	52,792.00	1	1
Environ. Toxicology	191,286.00		1
Geology	79,236.00	1	
History	40,357.00	1	
Philosophy	8,914.00		1
Physics	108,848.00		1
SBDC	241,250.00	2	
SPMC	82,342.00		1
Woodring	456,517.00	1	1
<b>Total</b>	<b>1,960,307.00</b>	<b>10</b>	<b>11</b>

**SUBJECT: YTD Grant Awards**

<b>Department</b>	<b>7/1/13- 9/30/2013</b>	<b>10/1/13- 12/31/2013</b>	<b>1/1/14- 3/31/2014</b>	<b>4/1/14- 6/30/2014</b>	<b>Fiscal Year 2013-14</b>
Anthropology	2,100	87,817			89,917
Biology	130,171	25,951	161,243		317,365
Border Policy			3,534		3,534
Campus Compact			10,200		10,200
Campus Police	500				500
Chemistry	164,935		523,788		688,723
Child Development		18,898			18,898
Geology	31,641		79,236		110,877
History	106,050		40,357		146,407
Huxley	67,484	238,234	244,078		549,796
Mathematics	471,957	332,700			804,657
Philosophy			8,914		8,914
Physics			108,848		108,848
Political Science	27,526				27,526
Psychology	336,895				336,895
Science, Math & Tech Education	893,413				893,413
Shannon Point Marine Center	280,659		82,342		
Small Business Development Center			241,250		241,250
Student Life		294,948			294,948
Woodring College of Education	764,605	3,400	456,517		1,224,522
<b>Total</b>	<b>\$ 3,277,936</b>	<b>\$ 1,001,948</b>	<b>\$ 1,960,307</b>	<b>\$ -</b>	<b>\$ 6,240,191</b>

GRANT AWARDS FOR THE PERIOD			January, February, March 2014				
FUND	DESCRIPTION	NEW FUNDS	ADD'L FUNDS	FUNDING AGENCY	P.I.	DEPARTMENT	DEPT. TOTAL
55783	Ribosome-Dependent GTPase Activation and Hybrid State	284,083		NIH	Spiegel, C	Chemistry	284,083
56722	Addition to Bellingham Lectureship in Philosophy and Religion		8,914	Templeton Foundation	Howard-Snyder, D	Philosophy	8,914
55098	Sea Star Wasting Syndrome along the Washington Coast	6,545		University of Washington	Miner, B	Biology	6,545
51161	Epigenetic Methylation and Oxidative Damage		84,705	NSF	Smirnov, S	Chemistry	84,705
55783	Collaborative School for Innovation and Success	453,517		OSPI	Carney, J	Elementary Education	453,517
56261	Add to Health Risk Assessment at South River, VA		191,286	DuPont	Landis, W	Environmental Toxicology	191,286
56742	Year 2 - Academic Progression in Nursing		3,000	WA Nursing Action Coalition	Shillam, C	Human Services & Rehab	3,000
56746	Making the Self-Made American	40,357		Spencer Foundation	Neem, J	History	40,357
51164	Year 2 - RUI: Integrated Inventory of Biomes of the Arctic		89,599	NSF	DeChaine, E	Biology	89,599
51147	Year 4 - CAREER: Iontronic Applications		108,848	NSF	Leger, J	Physics	108,848
55847	Add - 2013 Passenger Vehicle Intercept Survey Project		3,534	Whatcom Council of Governments	Davidson, D	BPRI	3,534
56319	Year 2 - Develop of Metal Phosphide Catalysts		120,000	Shell Global Solutions	Bussell, M	Chemistry	120,000
51151	Year 4 - The Polaris Project II		35,292	NSF	Bunn, A	Environmental Sciences	35,292
51171	The Rosario Segment of the Cretaceous Alisitos Oceanic Arc	79,236		NSF	DeBari, S	Geology	79,236
54573	Year 5 - VISTA Project		10,200	CNCS	Hine, J	Campus Compact	10,200
51581	Year 4 - SPMC Coastal Marine Processes		82,342	NSF	Strom, S	SPMC	82,342
51172	Iron and Manganese Depositing Cold Seeps	65,099		NSF	Moyer, C	Biology	65,099
56747	Tropical Andean Climate Change Adaption and Ecosystem Services	17,500		Western Kentucky Univ. Foundation	Sofield, R	Environmental Sciences	17,500
56332	Silk-based Biomaterials for Neural Stimulation and Repair	35,000		Research Corp.	Murphy, A	Chemistry	35,000
55787	Small Business Development Center '14	26,250		WSU	Shelton, J	SBDC	26,250
56745	Enhancing Economic Opportunity in Whatcom County	215,000		Port of Bellingham	Shelton, J	SBDC	215,000
	TOTAL	1,222,587	737,720				1,960,307

837,764

433,090

689,453

1,960,307

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

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

**FROM:** President Bruce Shepard by Steve Swan, V.P. for University Relations and Community Development

**DATE:** June 13, 2014

**SUBJECT:** **University Relations Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

**Supporting Information:**

Report Attached

**WESTERN WASHINGTON UNIVERSITY  
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS AND  
COMMUNITY DEVELOPMENT**

**REPORT FROM THE VICE PRESIDENT TO THE BOARD OF TRUSTEES**

**OFFICE OF COMMUNICATIONS AND MARKETING**

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

- The research of Western Geology Professor Colin Amos and his colleagues at other universities has been written up by numerous major national media outlets such as [Smithsonian](#); [Yahoo News](#) , [Christian Science Monitor](#) and the [BBC](#); and also distributed nationally and internationally by the Associated Press, McClatchy News Service and UPI news service to appear in the Washington Post, LA Times, Huffington Post, ABC News, NBC News, Canadian TV and many more.
- Assisting with response to media and social media distortions of President Bruce Shepard's statements on diversity and changing demographics, including interviews with President Shepard with CBS Morning News and a number of other media outlets. Strong responses also included a [Bellingham Herald op-ed by Trustee Ralph Munro](#) as well as a [Seattle Times op-ed by Ricardo Sanchez](#); and by [Seattle Times columnist Danny Westneat](#) and [Seattlepi.com columnist Joel Connelly](#). An [April 28 rally at Western in support of diversity](#) also was covered [by the media](#).
- **New Media Coordinator Matthew Anderson** led a first-ever #WesternCares social media event during dead week on campus. Our goal was twofold: 1) to let students know what events were already happening on campus that would help them de-stress and care for themselves and each other (there are plenty), and 2) to encourage students to do additional acts of kindness to help their fellow students get through the week. We handed out cards in Red Square and seeding the effort by doing acts of kindness ourselves and then encouraging students to pay it forward. We trumpeted the effort on social media (Twitter, Instagram, Facebook, Tumblr, etc.) to let folks know what was going on and to encourage them in their efforts. We started off small this quarter, but this is an event that we hope to repeat in the future, once we've analyzed the results and have determined what changes we can make to ensure it's even more successful next time.
- Publications editor **Mary Gallagher** distributed the [spring Soundings newsletter](#) for Western parents and completed the spring edition of Window magazine, which features a number of fascinating and well-written stories on Western. This edition includes a comprehensive story package on Western's many efforts on researching the effects of ocean acidification.
- Booking **faculty speakers** by **Pam Smith** through [Western's Speakers Bureau](#).
- Completion of **graphic design projects** by **Chris Baker** and **Derek Bryson** with campus offices, including: new website design for the Admissions office; promotion materials for Canadian-American Studies, which organized the highly successful Salish Sea Ecosystem Conference in Seattle; program and electronic and print invitations for WWU Retirement Dinner; banners for Provost/Faculty Senate Awards Ceremony; brochure and website banners for Athletics Hall of Fame Induction Ceremony; Window magazine design; Western Sculpture brochure; Compass 2 Campus annual report, commencement materials and numerous other design projects for offices, departments and colleges across campus.

## **GOVERNMENT RELATIONS**

### State Relations

As the session ended on March 13<sup>th</sup>, the campus is already heavily engaged in developing the 2015-17 operating and capital budget request. As soon as we returned to campus from Olympia, we began working closely with the campus leadership to help advise on decision package proposals that will most clearly differentiate Western and are targeted to build on Western's strengths to serve the needs of the State of Washington. We are also working closely with our colleagues from the other public higher education institutions to develop a COP initiative that would have all six public baccalaureate institutions working together on a proposal to the 2015 legislature. We are also in the planning process for the 2014 Munro Seminar program scheduled for October 7, 8 and 9<sup>th</sup> on campus. We are also planning visits to the campus by legislators and legislative staff tied to our capital budget priorities and our operating proposals.

On a sad note, Brad Sherman, Government Relations Specialist who has worked with Western during the 2013 and 2014 legislative session is taking a new job in Olympia as the House Republican Caucus Education staff lead. He begins his new job with the House on May 28<sup>th</sup>. We will be looking for a new Government Relations Specialist in the upcoming months.

### Federal Relations

Western made its annual spring federal legislative trip to Washington, D.C. April 8-11. The WWU delegation included Associated Students leaders Carly Roberts, Kaylee Galloway, and Matt Bobbink; and President Bruce Shepard and VP Steve Swan. The visit to Capitol Hill included visits with Senators Patty Murray and Maria Cantwell, Congresswoman Suzan Del Bene; Congressmen Rick Larsen and Derek Kilmer; and a meeting with a staff member of Congressman Dave Reichert.

The primary issues discussed with the elected officials were continuation and support for increased Pell Grant Funding, financial aid for For-Profit Universities, proposed changes to the IRS Tax Code governing politically active non-profit groups, proposed changes to the IRS Tax Code regarding preservation of higher education tax deductions, with special emphasis on making permanent the American Opportunity Tax Credits, extending the Tuition Tax Credit, and preserving current charitable tax deductions.

The Western contingent spent a second day making presentations to staff members in the Department of Education, Department of Energy and Department of Commerce. The goal of the meetings was to provide awareness of unique WWU programs and to seek agency grant funding for them. Programs discussed were Compass 2 Campus, STEM Teacher Preparation Program, Institute for Energy Studies, and the Canadian Border Policy Research Institute.

A definite highlight of the visit was a late evening tour of the West Wing of the White House and the Executive Office Building that was led by Western alum Jesse Moore. Public tours are not offered through the West Wing and can only be conducted on a private basis by staff members. Moore, a 2005 graduate of WWU, is a speechwriter in the White House.

## **COMMUNITY DEVELOPMENT**

### Small Business Development Center

WWU SBDC Director Jennifer Shelton recently hosted the "Open World" delegation from Serbia. The visit was coordinated by the Word Affairs Council Office in Seattle. During the trips closing feedback session, delegation members remarked that the meeting with the WWU SBDC was one of their most beneficial of the trip. A number of the guests, especially the women participants, voiced their desire to work with their local governments and communities to develop similar programs in Serbia!

The WWU SBDC celebrated its 30th anniversary of delivering service to the business community in Whatcom County on Friday April 18<sup>th</sup>. A large crowd included past clients, past staff, local legislators and other elected officials, and local key stakeholders. People's Bank and the Kulshan Brewery sponsored the event while a number of other businesses donated door prizes.

### Waterfront Development

Western Crossing Development Corporation held its annual meeting on May 6. Items discussed were:

- Rob Fix, executive director of the Port of Bellingham, provided an update on negotiations with Harcourt Development as the potential master developer for the waterfront project. He discussed the negotiations regarding the Term Sheet Agreement and the Master Development Agreement.
- Steve Swan of WWU provided an update on the ongoing discussions and planning regarding Western Programming in the Western facility at the waterfront.
- The board approved an extension of the current contract to December 31, 2014, with Muljat Realty for the sale of the Hannegan Road property.
- The board approved a change to the by-laws that changes the date of the annual meeting from the first Tuesday to the first Wednesday of May, each and every year.
- The board elected the following as officers for the 2014-15 year.
  - Bruce Shepard, President
  - Glenn Butler, Vice-President
  - Dan Robbins, Secretary
  - Peggy Zoro, Treasurer

## **WEB COMMUNICATION TECHNOLOGY**

WebTech released two more new Western college websites in the past two weeks, while at the same time maintaining and adding capability to the college sites that were previously reconstructed and redesigned. The two newest sites are the [College of Fine and Performing Arts](#) and the [College of Sciences and Technology](#). Previously released were Woodring College of Education, Huxley College of the Environment, College of Humanities and Social Sciences, and the Institute for Energy Studies program. Planning for new sites for the College of Business and Economics and Fairhaven College is in progress. The team is also ramping up to assist with the design and creation of the new Admissions site scheduled for late summer.

## **WESTERN WINDOW TV SHOW**

The two newest episodes of the Western Window TV Show are now being telecast on KVOS-TV via Comcast Cable on the west side of the mountains. This student intern produced show is aired Sunday mornings at 7 a.m. on KVOS and is also televised daily in Bellingham on BTV-10.

Here is a [link](#) to episode #13 and following is a listing of the show's story content.

This month's show is hosted by Chris Roselli of the WWU Alumni Association and Anna Magidson, a sophomore student at Western. Following is the story lineup for this episode.

- *Returning to Earth* – Chris Brown, a 2012 Western alumnus and Marine Corps veteran, serves as the chair of the Whatcom County Veterans Advisory Board and heads a non-profit group called Growing Veterans. The members of this group, along with other volunteers, use their talents to grow the local economy by growing vegetables at their local veteran's farm. Produced by Austin Smith. (5:23)

- *An Unusual Talent* – This story profiles two Western students a cappella groups that make music with just their voices. These groups of talented students talk about the joy of performing without instruments or accompaniment and in letting their voices make beautiful music. Produced by Brooke Warren. (4:24)
- *Entrepreneur Boot Camp* – Where does the next big idea come from for business and industry, from Start-Up Weekend, of course. Western students and members of the community team up for 54 hours of weekend competition where they take a concept and develop it to launch with the hope of having that next big new idea. The competition is a partnership between WWU and a number of local Bellingham entities. Produced by Olivia Tokola. (4:20)
- *The Changing Face of Justice* – Raquel Montoya Lewis is a professor in WWU's Fairhaven College and also serves as a tribal judge. She and others reflect on her work serving on a Federal Advisory Committee on Juvenile Justice that advises Congress and President Obama on policy for juvenile justice. Produced by Will Homel. (4:04)
- *The Pursuit* – Western men's cross country team member Max Romey has not let an injury keep him from being an active member of the team. He has applied his love for video with his passion for running to create a video that promotes his team and captures the essence of long distance running. (5:32)

Here is a [link](#) to episode #14 and following is a listing of the show's story content.

This month's show is hosted by Chris Roselli of the WWU Alumni Association and Anna Magidson, a sophomore student at Western. Following is the story lineup for this episode.

- *All Washed Up* – A feature story on the impacts the tsunami that hit Japan in 2011 continues to have on beaches in the Pacific Northwest. It provides footage of the debris that has hit U.S. beaches. Produced by Natalie Hovenga and Jennifer Hoang. (4:22)
- *Law, Diversity and Justice Forum at WWU's Fairhaven College* – In this in-studio interview, Julie Helling, Director of the Law, Diversity, and Justice Forum at Fairhaven College, discusses how issues of race, gender, class, sexual orientation, and disabilities intersect with the legal system. (4:30)
- *Leading With LEED* – WWU is recognized as a national leader in its commitment to sustainability. Western walks the talk through its participation in the Leadership in Energy and Environmental Design (LEED) program in constructing facilities on the Western campus. This story delves into the details of the LEED program and on the positive benefits derived for Western and our society. Produced by Taylor Russell. (5:02)
- *Zombie Apocalypse Western Style* – A fun loving story about an annual competition that takes place amongst students on the Western campus called "Humans versus Zombies." The game is a glorified game of tag that develops skills in teamwork and strategy. Produced by Megan Duncan. (5:33)
- *Summer Art and Science* – The Western Summer Odessey Program offers elementary and middle school students the opportunity to learn about programs ranging from astronomy to film making. Produced by Olivia Tokola. (4:48)



# **PASSING THE GAVEL**

**17. DATE FOR NEXT REGULAR MEETING**

- **August 21, 2014**

## **ADJOURNMENT**