

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MINUTES  
April 13, 2012**

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

Chair Dennis Madsen reconvened the regular meeting of the Board of Trustees of Western Washington University to order at 8:04 a.m., April 13, 2012, in OM 340, Western Washington University, Bellingham, WA.

**Board of Trustees**

Betti Fujikado, Secretary  
Dennis Madsen, Chair  
Ralph Munro, Vice Chair  
Phil Sharpe  
Dick Thompson  
Jacob Whitish  
Peggy Zoro

**Western Washington University**

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

MOTION 04-01-2012

Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the minutes of the Board of Trustees Meeting, February 9, 10, 2012.

Motion carried. Dick Thompson abstained.

## 2. RECOGNITIONS AND INTRODUCTIONS

- **Roger Briggs**

Dean Guyette, Dean of the College of Fine and Performing Arts, recognized composer/conductor Roger Briggs as recipient of the 2011 Mayor's Arts Award. The Mayor's Arts Award was established to recognize outstanding organizations, business and individuals who demonstrate excellence in their artistic discipline, service to the arts, or contribution to arts education in the community. After 18 years, Briggs is retiring as the artistic director of the Whatcom Symphony Orchestra. Briggs joined Western's music faculty in the fall of 1989 as director of the composition program. He received his Bachelor's degree from Memphis State University and his Master of Music and Ph.D. from The Eastman School of Music.

- **WWU Men's Basketball Team**

Lynda Goodrich, Director of Athletics, introduced Brad Jackson, Men's Basketball coach. The WWU Men's Basketball Team was recognized by the following resolution for their win of the 2012 NCAA Division II National Championship. Jackson was named Coach of the Year for the NABC and DII Bulletin. Trustee Zoro read Resolution No. 2012-02.

### RESOLUTION NO. 2012-02

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

MOTION 04-02-2012

Ralph Munro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve Resolution 2012-02 Congratulating the WWU Men's Basketball Team.

### **3. BOARD CHAIR REPORT**

Chair Madsen welcomed the MBS 525, Corporate Governance Seminar class. Madsen talked about his experience in corporate governance as chair and a member of the WWU Board of Trustees.

#### 4. UNIVERSITY PRESIDENT

Bruce Shepard, President, reported that T.J. Martin, Oscar winner for a Full-Length Documentary, is a Western alum. Martin is an example of the outstanding students that graduate from Western. Martin's film was screened in the PAC.

Shepard invited Rich Van Den Hul, Vice President for Business & Financial Affairs to update the Board on bonding activity.

- a. Softball Field: This is an innovative partnership between public and private funding. The field is completed and in use. Van den Hul recognized Sara Nichols, Western Foundation, for her fund raising efforts.
- b. Multipurpose Field: This is also an innovative partnership. Completion is expected in the fall of 2013.
- c. Student Recreation Center: At the February BOT meeting, the Board delegated authority to refinance the student recreation center bonds and add \$2.5 M to the multipurpose field. The bonds were sold at the interest rate of 3.75% through 2037 resulting in significant annual savings. Van den Hul recognized Linda Beckman and Teresa Mroczkiewicz for their hard work on this package.
- d. Energy Savings Performance Contract: We are moving forward on this \$3.2M project for energy conservation at Western.

#### 5. ASSOCIATED STUDENTS

Anna Ellermeier, Associated Students President, updated the Board on recent activities of the Associated Students. The AS credited the strong student partnership with the WWU administration that resulted in no budget cuts in the legislative session. Thank yous will be sent to the legislators.

The AS students are looking forward to their trip to Washington, DC to lobby for various issues with President Shepard and Steve Swan, VP for University Relations.

Elections of the 2012-2013 AS Board will be completed by the end of April.

#### 6. FACULTY SENATE

Karen Stout, Faculty Senate President, updated the Board on recent activities of the Faculty Senate. Stout reported that the proposed revisions to the Faculty Handbook Appendix 5: Code of Faculty Ethics, revised *Section 7: Conflict of Interest Resulting from Family and/or Intimate Personal Relationships in Employment Situations*, and *Section 8: Consensual Intimate Personal Relationships Between Faculty and Students*, were approved by the Faculty Senate.

#### 7. CONSENT ITEMS

MOTION 04-03-2012

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

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

Motion carried.

## **8. APPROVAL OF HOUSING AND DINING RATES**

Eileen Coughlin, Sr. Vice President and Vice President for Student Enrollment, reported on the Housing and Dining room and board proposed increase of 3%. Coughlin reported that a committee of students who live in the residence halls reviewed the recommendation and unanimously supported the increase. She noted that this is the lowest increase of all of Washington's public universities.

MOTION 04-04-2012

Ralph 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. The 2012-2013 proposed rates call for a 3.0 percent increase in residence hall and Birnam Wood apartment rental rates. (Att.)

Motion carried.

## **9. NAMING OF THE MULTIPURPOSE FIELD**

Bruce Shepard, President, remarked that because of Western's outstanding athletes, there is a huge demand for a multipurpose field on campus. We have been looking at alternative ways to gain funding to build this field.

Stephanie Bowers, Vice President for University Advancement, introduced Jerry Thon, President of the Western Foundation who has helped move this project forward. Bowers announced that the Foundation received a \$1M donation from the Harrington family to commit to building the multipurpose field. Bowers noted that they also commit \$45,000 annually to support athletic programs. We are seeking Board approval to name the multipurpose field for the Harrington Family Foundation.

MOTION 04-05-2012

Ralph Munro moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the naming the Multipurpose Field the "Robert S. Harrington Field" to recognize the generosity of the Harrington Family Foundation.

Motion carried.

## 10. APPROVAL OF THE PRESIDENT'S CONTRACT

Chair Madsen reported that per the Board of Trustees Rules of Operation, Section 2.3(a) the Board is authorized to employ the President under such terms and conditions as may be negotiated from time to time through a written contract, including, but not limited to, compensation, housing requirements, benefits, and tenure to an academic unit... The Board has discussed the President's contract and is now ready to take action.

- MOTION 04-06-2012. Ralph Munro move that the Board of Trustees of Western Washington University, upon the recommendation of the Board Chair, approves the renewal of the employment contract of Bruce Shepard and authorizes its chair to execute the action on behalf of the Board of Trustees, in keeping with three points noted below:
- a. No salary increase of President Shepard's current salary of \$300,000 as was established by his first contract in April, 2008;
  - b. Provides a retention incentive in the amount of \$45,000 /year, payable to President Shepard after the completion of three additional years of service (after June 30, 2014);
  - c. Provides that should that contract be renewed for an additional three year term, an retention incentive will be \$65,000/year, payable to President Shepard after the completion of three additional years of service (after June 30, 2017).

Motion carried. Jacob Whitish abstained.

## 11. 2013-2014 BOARD OF TRUSTEE MEETING SCHEDULE

MOTION 04-07-2012 Peggy Zoro, moved that the Board of Trustees of Western Washington University establish the following meeting schedule for the year 2013-2014:

### **2013**

- February 7, 8, 2013
- April 11, 12, 2013
- June 13, 14, 2013
- August 22, 23, 2013
- October 10, 11, 2013
- December 12, 13, 2013

### **2014**

- February 6, 7, 2014
- April 10, 11, 2014
- June 12, 13, 2014
- August 21, 22, 2014
- October 9, 10, 2014
- December 11, 12, 2014

At 9:45 a.m. Chair Madsen announced a 20 minute break. The meeting reconvened at 10:07 a.m.

## **12. 2012-15 CAPITAL REQUEST and 2013-2023 DRAFT CAPITAL PLAN DRAFTS**

Rich Van Den Hul, Vice President for Business & Financial Affairs reported to the Board the improvements that were made to the Capital Planning and Development process. The projects on the list are recommendations from the vice presidents made with UPRC feedback. The 2012-2015 Capital Request and 2013-2023 will be brought to the Board for final approval at the June 2012 meeting.

There was discussion of the proposed projects on the list including the Gateway Center, Canada House, parking, and renovations to Carver Gym. In response to a question, it was reported that the Waterfront project is moving forward and we are looking at a possible public/private partnership to build Western's facility.

## **13. PROMOTION AND TENURE PROCESS**

Shepard reported that people outside of higher education often have a misunderstanding about tenure and promotion at universities. This is an opportunity to explain the process that faculty members undergo. The recently tenured and/or promoted faculty will be recognized at today's luncheon.

The Tenure and Promotion process is important and works well to protect the academic mission and quality. The first major decision for a faculty member is to apply for tenure and promotion as the decision to tenure is a commitment for a life-time of employment for an individual. The promotion application is to move out of an Assistant Professor rank to an Associate Professor rank. Kevin Leonard, Professor and Chair of the History Department, explained the evaluation processes that faculty must go through. It was noted that if a faculty member is denied tenure after six years of employment, they no longer are able to work at the university.

## **14. IN- STATE/OUT-OF-STATE STUDENT RATIO**

Coughlin reported to the Board that the Out-of-State student ratio at Western has increased since 2000. Coughlin said there is room for Western to grow in the area, without being a detriment to Washington resident students. In 2001 the Board approved a recommendation of a goal of a 9% in-state/out-of-state ratio. There was discussion of increasing that ratio as well as accepting more international students. With the right balance will can ensure quality and provide access.

## **15. GRADUATION RATES**

Catherine Riordan, Provost and VP for Academic Affairs, reported on the four and six year graduation rates at Western. Steve Vanderstaay, Vice Provost for Undergraduate Education; John Krieg, Professor, Economics; Kathy Kitto, Acting Dean of the Graduate School and Vice Provost for Research; and Ming Zhang, Director, Institutional Research presented how

Western measures graduation rates, initiatives to increase graduation rates, and departmental challenges in dealing with graduation rates. It was noted that the for first-time entering freshman, the average time to graduate is 4.3 years.

#### **16. CAMPAIGN UPDATES**

Bowers thanked the Trustees for the Trustee Endowed Scholarship at Western. The formal endowment agreement was presented to the Board for signing. At this time there is \$108,000 in cash and pledges committed to this scholarship. Former and future trustees are able to donate to this fund. The scholarship is for incoming freshman who are a Washington State student, exhibit financial need, have high academic achievement, and the student must demonstrate ability to overcome obstacles. The scholarship will be awarded by the Director of Admissions or his/her designee.

Bowers reported that the cash and pledges to Western's Campaign are currently \$6.2 M dollars.

#### **17. OLYMPIA UPDATE**

Shepard reported that there were no cuts to higher education in the last legislative session, a large part due to the efforts of Western. Sherry Burkey, Associate Vice President for University Relations, thanked Bruce Shepard, Steve Swan, the Vice Presidents, Paula Gilman, and all the students and faculty who participated in the effort. As a result of this effort, Burkey noted that there is a growing interest in Olympia in supporting higher education.

Burkey distributed copies of the 2012 Final Legislative Report - Bills of Interest for Higher Education.

#### **18. SUBSTITUTE HOUSE BILL 2313**

Shepard reported that SHB 2313, effective June 7, 2012, requires that governing boards of all institutions of higher education follow procedures in the Open Public Meetings Act and also provide time for public comment at their meetings. The Trustees provided feedback as to how they would like to meet the requirements of this law. Guidelines for public comment will be drafted and presented at to the June meeting. Amendments will be made to the Board of Trustees Rules of Operation for the Board's approval.

#### **19. AUDIT COMMITTEE REPORT**

Peggy Zoro, Chair of the Board Audit Committee reported on the April 12, 2012 Audit Committee meeting. The committee:

- approved the minutes of the December 8, 2011 meeting
- Heard the BFA Semi-Annual Internal Controls Report
- Discussed establishing the biennial Internal Audit Schedule for 2012-2014. A proposed schedule will be submitted for Board approval at the June 8<sup>th</sup> meeting.
- Heard an update on Internal Audit projects and the report of the 2011-4<sup>th</sup> quarter review of the President's expenses.
- Completed the Audit Committee Self-Assessment



- Performed its annual review of the Audit Committee Charter
- Met separately with Internal Audit and the President as provided by the Audit Committee's Charter

## **INFORMATION ITEMS**

- **Enrollment and Admissions Summary**  
Vice President Eileen Coughlin provided a general update on the university's enrollment and admissions.
- **Alumni Relations Report**  
Vice President Bowers provided a written report on the university's Alumni Relations activities.
- **Capital Program Report**  
Vice President Van Den Hul provided a written report on the university's capital projects.
- **Development Report**  
Vice President Bowers provided a written report on activities of the Western Washington University Foundation.
- **Professional Leave Report**  
Provost Riordan provided a written report on the faculty professional leave proposals that have been approved for the 2012/13 academic year.
- **Tenure and Promotion Report**  
Provost Riordan provided a written list of the faculty granted tenure and/or promotion on or before March 15, 2012, effective September 2012.
- **University Relations Report**  
Vice President Swan provided a written report on the recent activities of University Relations.

## **20. FUTURE AGENDA TOPICS**

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

## **22. ADJOURNMENT**

The meeting adjourned at 12:00 p.m.

## **23. LUNCH**

The Trustees were joined by the recently Tenure and/or Promoted faculty and their College Deans.