

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
April 12, 2013**

1. CALL TO ORDER, APPROVAL OF MINUTES

Chair Peggy Zoro called the regular meeting of the Board of Trustees of Western Washington University to order at 8:00 a.m. April 12, 2013 in Old Main 340, Western Washington University, Bellingham, WA

Board of Trustees

Betti Fujikado, Secretary
Dennis Madsen
Joseph Meyer
Ralph Munro
Sue Sharpe
Dick Thompson
Peggy Zoro, Chair

Western Washington University

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

MOTION 04-01-2013

Dennis Madsen 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 7, 8, 2013.

Motion carried. Dick Thompson abstained.

2. PUBLIC COMMENT

Per Substitute House Bill 2313, time was provided for public comment at the October 12, 2012 regular meeting of the Board of Trustees. There were no requests for public comment.

3. RECOGNITION AND INTRODUCTIONS

- **Leonard Jones, Director of University Residences**

Eileen Coughlin, Sr. Vice President and Vice President for Enrollment and Student Services introduced Leonard Jones, Western's new Director of University Residences. Jones has over 20 years of high-level leadership on two campuses. He has a bachelor's degree in social welfare and a master's degree in higher education from Southern Illinois University.

- **German Program, Modern & Classical Languages, CHSS**

Catherine Riordan, Provost and Vice President for Academic Affairs, and Brent Carbajal, Dean of the College of Humanities and Social Sciences introduced faculty from WWU's German Program. The program recently received national recognition, one of only two colleges and university programs in the country designated this year as a *German Center of Excellence*. A short PowerPoint presentation was made.

- **John Gilbertson, Chemistry Department**

Catherine Riordan, Provost and Vice President for Academic Affairs, and Jeff Wright, Dean of the College of Sciences and Technology introduced John Gilbertson, Assistant Professor in Inorganic Chemistry. Gilbertson received a Faculty Early Career Development (CAREER) Program award. The National Science Foundation's most prestigious award supports junior faculty who exemplify the role of teacher-scholars through outstanding research, excellent education and the integration of education and research within the context of the mission of their organizations.

Chair Zoro welcomed the students from the MBA 525 "Seminar in Corporate Governance" class who were observing today's Board of Trustees meeting.

4. BOARD CHAIR REPORT

Peggy Zoro, Chair, announced that per the Board of Trustees Rules of Operation, a comprehensive evaluation of the President is conducted every four years. A comprehensive and externally facilitated evaluation of President Shepard will be conducted from May 6 – 9, 2013, facilitated by Dr. John Moore, Penson Associates.

5. UNIVERSITY PRESIDENT

Bruce Shepard, President, reported that while writing his annual self-assessment, he reflects on the past and future of Western. Shepard said that Western today is stronger than it was five years ago, despite the budget crisis and poor state economy. Shepard noted that we have made progress on faculty compensation, improved business practices, branded the university with "*Active Minds Changing Lives*", wrote a new strategic plan, and began a fund-raising campaign. Shepard is confident that Western will continue to be a strong institution.

Shepard appreciates the Boards attention to the performance review as it's important to him as a learning tool.

6. ASSOCIATED STUDENTS

Ethan Glemaker, AS President, updated that Board on recent activities of the Associated Students. Glemaker reported that:

- AS is asking for an increase in the Student Technology Fee;
- AS has formed a study group with the university administration that focuses on current environmental issues;
- reported on last week's Tribal Disco event which resulted in dialogue and conversation around cultural appropriateness;
- updated the Board on legislative efforts of the students,

7. FACULTY SENATE

Karen Stout, Faculty Senate President, updated the Board on recent activities of the Faculty Senate. The Senate continues to work on program review and handbook revisions. Stout reported that the Senate approved to add one representative from Extended Education to the Academic Technology Committee membership.

Stout reported that the Senate is trying to fill all vacant Senate seats. Johan Neem, Vice President and Parliamentarian, will be the 2013-2014 Faculty Senate President. Senate meetings include discussion of such things as using web-based products to better serve our students, presentations about e-books, as well as issues related to disability resources on campus.

Stout said that she has been working with the Provost's Office on a comprehensive revision of the Academic Honesty Policy. An Academic Integrity Task Force, made up of faculty, staff, and administrators has also been developed to discuss such things as how do we develop as people of integrity and how do we understand our own personal ethical code.

8. HOUSING AND DINING RATE INCREASES FOR 2013-2014

Eileen Coughlin, Vice President Enrollment and Student Services reported that there is a recommendation for a 3% increase for the Housing and Dining rate for 2013-2014. She noted that over 50 students are involved in the budgeting process and this recommendation is the lowest increase of any of the six state universities.

MOTION 04-02-2013

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 **(ATTACHMENT A)**. The 2013-2014 proposed rates call for 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

Motion carried.

9. TEACHER EDUCATION PRESENTATION

Catherine Riordan, Provost and Vice President for Academic Affairs, introduced Francisco Rios, Dean of the Woodring College of Education, Karen Dade, Associate Dean, and Bruce Larson, Chair of the Secondary Education Department. They presented “*New Challenges to Advancing Teacher Education*,” an overview of new national and federal pressures on teacher education.

Rios outlined the challenges/threats around teacher education reform such as greater standardization, greater assessment, and greater quantification on actual impact. Nationally there are questions about the value of education, quality of teachers and the value of teacher education. The challenges/threats include Growing Education Achievement Training Academies (GREAT); Department of Education (draft) Proposal on Teacher Education; and the National Center for Teacher Quality National Program Review (NCTQ) The NCTQ report, which attacks teacher education programs around the nation, has been discredited by many teacher organizations around the country. Rios said that an additional challenge is the new National Standards Organization (CAEP).

Woodring is responding to these threats in three ways: working hard to meet National and State Standards; working hard to diversify the teacher workforce; responding to the needs of the profession; and exploring alternative route models. Woodring is also trying to be connected and relevant to the local Bellingham and Mt. Vernon schools via the Pathway Programs, Compass 2 Campus, Mentoring Programs, and other partnerships with P-12 schools. Rios reiterated that Western’s Woodring College of Education offers high quality teacher education programs and produces high quality teachers.

At 10:05 a.m. Chair Zoro announced a 10 minute break. The meeting reconvened at 10:22 a.m.

10. WESTERN’S ONLINE LEARNING

Catherine Riordan, Provost and Vice President for Academic Affairs, introduced Steve Vanderstaay, Vice Provost for Undergraduate Education. Vanderstaay said that this presentation builds upon yesterday’s presentation with examples of online enhancements to both online and face-to-face instruction.

Laura Overstreet, Department of Sociology, presented “*Sociology 260: The Family and Society*.” She demonstrated how she creates rich, rigorous and engaging educational experiences within the online version of her “Sociology of the Family” course.

Steven Emory and Emily Borda, Chemistry Department, presented “*On-Line Lab Modules for the General Chemistry Curriculum*.” Emory described how the Chemistry Department developed, implemented, and piloted online “virtual” labs for its introductory chemistry sequence. These labs, designed both to create efficiencies by freeing up laboratory space and to improve student learning, demonstrate how online learning can enrich traditional face to face classes.

11. ENHANCING HUMAN RESOURCES FUNCTIONS AT WESTERN

Richard Van Den Hul, Vice President for Business & Financial Affairs, and Chyerl Wolfe-Lee, Assistant Vice President for Human Resources presented “*Western - Where PEOPLE Matter!*”

Western’s Human Resources’ Mission is to “*Serve Western’s community by providing human resource knowledge across campus to empower people and create excellence*.” They updated the Board on how Human Resources is transforming the organization through programs such as

Onboarding, Development (Employee Development, Professional/Leadership Development, and Organization Development), Recruitment and Retention, Aging Workforce, and Labor/Management Relations.

12. COMPREHENSIVE REVIEW OF THE PARKING SYSTEM

The Comprehensive Review of the Parking System was postponed until the June 14, 2013 Board of Trustees Meeting.

13. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement, reported that the University Campaign expects to reach \$25M of commitments by the end of June. She reported that cash resources for the students and the faculty, have increased approximately \$1M over last year. Bowers reported that the University Advancement team is doing a “mini” feasibility study of a possible increase to the original goal of the University Campaign.

Bowers reported that the Foundation will hold its first annual meeting in May. Former Foundation Board members will be invited to participate.

14. OLYMPIA UPDATE

Sherry Burkey, Associate Vice President for University Relations, participated via conference call. Burkey reported on the current legislative session. The budgets are all out now, but she doesn't expect a final state budget by the end of the session. A chart indicating the **Average State/Tuition Funding Per Year – Per FTE as Proposed by Governor Inslee, Senate and House (FY 2013 Dollars)** was distributed. All the proposed budgets are a negative situation for higher education. Burkey said that with no new revenue for higher education and reductions in tuition, our ability to operate and serve the State is restricted. Burkey reported that several higher education bills and Western's proposed decision packages are also being held up. Burkey reported that funding for renovation of Western's Carver Academic Center was not included in the Capital budget.

Bruce Shepard, President said that Western will flourish no matter what happens in Olympia.

15. AUDIT COMMITTEE REPORT

Dick Thompson, Chair of the Audit Committee, reported that at the April 11, 2013 meeting the committee:

- Approved the minutes for the regular Audit Committee meeting of December 13, 2012;
- Heard the semi-annual controls report and an update of recent State Auditor's Office Review provided by Rich Van Den Hul, VP for Business & Financial Affairs and Brian Sullivan, Assistant Vice President, BFA;
- Had a discussion on the preliminary planning of establishing the biennial internal audit schedule for 2013-2015, facilitated by Internal Audit Director Kim Herrenkohl.
- Heard and update on Internal Audit projects, including the report of the 2012 4th quarter review of the President's expenses.
- Performed its annual review of the Internal Audit Charter, policies and procedures and did not have any recommended changes.
- Started its Audit Committee Annual Self-Assessment process.

- Performed its annual review of the Audit Committee Charter and did not have any recommended changes;
- Met separate with the Director of Internal Audit and the President as provided by the Audit Committee's Charter.

15. INFORMATION ITEMS

- **Admissions and Enrollment Summary**
Sr. Vice President Eileen Coughlin provided a written report on enrollment for Fall 2013 and recent international recruitment efforts.
- **Alumni Association 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 report that lists the faculty professional leave proposals that have been approved for the 2013/14 academic year and provided a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western's faculty members.
- **Tenure and Promotion Report**
Provost Riordan provided a list of faculty who recently received Promotion or Tenure & Promotion effective September 2013.
- **University Relations Report**
Vice President Swan provided a written report on the recent activities of University Relations.

16. DATE FOR NEXT REGULAR MEETING: June 13, 14, 2013

17. ADJOURNMENT

The meeting adjourned at 12:00 p.m..

18. LUNCH

The Board of Trustees enjoyed a lunch in the Solarium with recently promoted and tenure & promoted faculty members and their respective College Deans.