

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
FRIDAY, October 9, 2015**

Breakfast with the 2015 Convocation Award recipients in the Solarium.

The Trustees, President Shepard and Vice Presidents enjoyed breakfast with the 2015 Convocation Award recipients.

- Don Alper, Outstanding Faculty Leadership Award
- Margaret Gegenhuber, Outstanding Classified Staff Award
- Casey Hayden, Professional Staff Organization Award
- Marie Eaton, Diversity Achievement Award
- Heather Davidson, Carl H. Simpson Bridging Award
- Vernon Damani Johnson, Philip E. Sharpe Jr., Community Engagement Award
- Institute for Energy Studies Team, Team Recognition Award

1. CALL TO ORDER AND APPROVAL OF MINUTES

Chair Karen Lee called the regular meeting of the Board of Trustees of Western Washington University to order at 9:04 a.m. on Friday, October 9, 2015 in the Board of Trustees Conference room, Old Main 340, at Western Washington University in Bellingham, Washington.

Board of Trustees

Karen Lee, Chair
Sue Sharpe, Vice Chair
Betti Fujikado
Chase Franklin
Earl Overstreet
Seth Brickey

Western Washington University

Bruce Shepard, President
Brent Carbajal, Provost and Vice President for Academic Affairs
Eileen Coughlin, Senior Vice President and VP for Enrollment and Student Services
Brian Sullivan, Assistant Vice President for Business and Financial Affairs
Stephanie Bowers, Vice President for University Advancement
Belina Seare, Associated Students President
Molly Ware, Faculty Senate President
Roger Leishman, Assistant Attorney General
Paul Cocke, Director, University Communications
Karen Dade, President's Administrative Leadership Program Fellow
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

There were no changes to the draft minutes as distributed.

- MOTION 10-01-2015: Trustee Brickey moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:
- Board of Trustees Meeting, August 20, 2015
 - Board of Trustees Special Meeting, August 21, 2015

The motion passed.

2. PUBLIC COMMENT

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. One person signed up to testify before the Board, and Chair Lee gave him two minutes to address the Board.

Mr. Gary R. Best, father of a current Western student, who also provided public comment at the June Board meeting, expressed his concerns with the treatment of his daughter during several medical incidents while she was participating on the Western Softball Team.

3. RECOGNITIONS AND INTRODUCTIONS

Eileen Coughlin, Senior Vice President and Vice President for Enrollment and Student Services asked Belina Seare, Associated Students (AS) President to introduce the members of the 2015-2016 AS Board of Directors. Seare said that some of the Board members were unable to attend the meeting and then introduced Abby Ramos, AS Vice President for Diversity who is a junior majoring in communications and public relations with a Spanish and English minor.

4. BOARD CHAIR

Chair Lee congratulated the university and all those involved with the work that lead to Western receiving the 2015 Active Minds Healthy Campus Award, which recognized our campus for our cohesive, innovative public health approach to student health and wellness. The Active Minds award is a national organization which celebrates U.S. colleges and universities that are prioritizing health and demonstrating innovation and excellence in promoting student well-being. Chair Lee said that after hearing the presentations the previous day regarding the BEST SELF and BRAVE programs on campus that the Active Minds award was well deserved and that she was impressed by both programs and how they are meeting the needs of students.

Chair Lee mentioned that the presidential search process continues and that trustees will be on campus a little more to be engaged in that process and that it is an exciting time for everyone. She also mentioned that she appreciates the public comment session we have at board meetings and that she believe it is part of what makes a public university great in that people are always given access to the university.

5. UNIVERSITY PRESIDENT

President Shepard introduced Karen Dade, President's Administrative Leadership Program Fellow, saying that Karen will serve from September 15, 2015 until June 16, 2016. Shepard said that he designed the President's Administrative Leadership Program to provide a Western faculty or staff member the opportunity for professional development through direct engagement in projects and

responsibilities of strategic importance to the University. In addition to working on projects selected in agreement with the President, the Leadership Fellow will attend meetings of the Board of Trustees, participate fully in the President's Cabinet, and, as relevant to the Fellow's projects, participate in meetings of the Vice Presidents. President Shepard said that Presidential Leadership Fellows will typically be appointed for nine months and will be selected from currently tenured members of the faculty, academic administrators, or other full-time staff members. The typical appointment will be for half the Fellow's professional efforts, and upon completion of their fellowship, they will return to their previous academic or administrative role.

President Shepard also gave a brief update on the Armory and said that the planned transfer to the Foundation is still in the works, but is nearing completion and that he will continue to keep the Board updated on the progress.

President Shepard asked Brian Sullivan, Assistant Vice President for Business and Financial Affairs to provide the Board with a brief summary of the Morse Hall fire incident and the clean-up efforts. Sullivan said that on August 25, a small fire broke out in a lab on the third floor of the Chemistry Building which led to an evacuation of the building. The sprinklers in the building put out the fire, and no injuries were reported. Sullivan said that the university promptly hired emergency recovery and restoration contractor Belfor for the project, who was on-site the next day to begin. Belfor and university personnel worked closely together to clean up and repair damage to the building which allowed the building to be reopened in time for the start of fall quarter classes on September 24.

Sullivan said that restoration work continues on the fire-damaged lab (room 370), and the estimated damage to the building could be up to \$1.9 million, which includes cleanup, restoration and replacement of equipment and materials. The university will be seeking funding from a state emergency fund to help with the costs.

6. ASSOCIATED STUDENTS

Belina Seare, AS President said that so far this quarter the AS has been working on requests from the Presidential Search Advisory Committee (PSAC) and working with the students on nominations for the PSAC. She also said that the AS is working on internal and structural reviews and looking at setting priorities for the upcoming year. Trustee Sharpe, chair of the PSAC thanked Belina for and the AS Board for their efforts with the search process.

7. FACULTY SENATE

Molly Ware, Faculty Senate President said that the senate has also been busy working on the presidential search efforts and on getting nominations for the PSAC. Ware said the senate has been working on visioning for the coming year with a continued focus on campus climate and inclusive excellence from last year, clarifying the faculty senate role and increased engagement in the work of shared governance, strengthening collaboration and trust across roles (faculty, staff, student, administration) and creating more dynamic communication processes. She also said that two senate task forces are being formed to work on time sensitive issues. The first is the General Undergraduate Requirements (GUR) Task Force which will look at how Western might refresh/renew the GURs and still meet accreditation standards. The second task force will be the Library Committee which will address the huge financial shortfalls that the library anticipates it will face in the coming year.

8. ELECTION OF BOARD SECRETARY

Chair Lee said that according to the Board Rules of Operation the Board needs to elect a new Board Secretary to fulfill the remainder of former Trustee Dick Thompson's term until June of 2016. Chair Lee nominated, and it was seconded, that Trustee Earl Overstreet be the new Board Secretary.

MOTION 10-02-2015: Trustee Sharpe moved that the Board of Trustees of Western Washington University elect the new Board Secretary as nominated, to be effective immediately.

- Earl Overstreet, Secretary

The motion passed.

9. RESOLUTION FOR MORSE HALL FIRE EFFORTS

President Shepard and trustees expressed their appreciation to all those involved in the efforts to restore Morse Hall after the fire noting that having it open for students was a massive effort and they are looking forward to formally recognizing everyone's work with a resolution. Brian Sullivan, Assistant Vice President for Business and Financial Affairs asked if there were any further questions about the event and thanked the trustees for their recognition of the effort of all involved.

Trustee Lee asked Trustee Franklin to read Resolution 2015-11 Expressing Appreciation of Morse Hall Fire Efforts and make the motion.

RESOLUTION NO. 2015-11

A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY

EXPRESSING APPRECIATION OF MORSE HALL FIRE EFFORTS

WHEREAS, the Morse Hall Fire occurred on August 25, 2015; and

WHEREAS, in the midst of an already active construction schedule, unexpected responsibilities following the August 25, 2015 fire in Morse Hall were shouldered by staff and contractors who competently and expeditiously managed and carried out the repair of smoke and water damage to the building; and

WHEREAS, the effective teamwork of many individuals, including administrators, faculty, staff, students, communication and information technology specialists, classroom support technicians, procurement and supply specialists, budget analysts, campus safety personnel, custodians and maintenance workers, and skilled trades people has earned the confidence and praise of Western's administration and Board of Trustees; and

WHEREAS, having Morse Hall ready on time for the opening of classes was an extraordinary accomplishment;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University sincerely thanks the many staff and contractors who have been instrumental in the success of this project.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 9, 2015.

MOTION 10-03-2015: Trustee Franklin moved that the Board of Trustees approve Resolution 2015-11 Expressing Appreciation of Morse Hall Fire Efforts.

The motion passed.

10. FALL OPENING REPORT

Eileen Coughlin, Senior Vice President & VP for Enrollment and Student Services gave a brief report regarding this year's enrollment.

She said that Western welcomed over 2,800 freshmen to the campus this fall and over 1,000 new transfer students. According to the chart in **Attachment A** which was provided to the trustees, the enrolled freshmen are more diverse and an increased number are first generation students which reflects Washington high school graduates. Coughlin said that campus housing move-in went well and welcomed 4,026 students into the residences halls. She also said that each student was provided a copy of the selected Western Reads book "Do It Anyway: The New Generation of Activists" by Courtney E. Martin which profiles the lives and motivations of 8 activists under the age of 35 to paint a portrait of activism in the 21st century.

Trustees were grateful for the new freshmen statistic breakdown and had questions about funding and services for these new students with an interest in making sure the resources went to help the students where they are needed the most to help them be successful.

11. UPDATES: POULSBO MARINE SCIENCE BUILDING AND UNIVERSITY CENTER OF NORTH PUGET SOUND

Brent Carbajal, Provost & Vice President for Academic Affairs and Earl Gibbons, Vice Provost for Extended Education provided the Board a brief update regarding Western's activities in Poulsbo and Everett, Washington.

Gibbons talked about recent actions taken by the Poulsbo City Council regarding the Poulsbo Marine Science Building, saying that on August 12, 2015 the council approved a memo of intent for transfer of the property to WWU. He said they also approved a limited real estate appraisal to help clarify property boundaries with the Port of Poulsbo and other neighboring properties. Gibbons outlined some recent maintenance work that the city council and Poulsbo Marine Science Center Foundation had done on the building such as HVAC work, overall cleanup, re-certification of elevator, fire and sprinkler system testing, pressure washing, interior door repair, new exterior stair banister and new exterior doors in classrooms.

Gibbons then discussed the official groundbreaking in September for the new University Center of North Puget Sound. He said that although the new facility will be operated by Washington State University, Western Washington University continues to be the largest of the eight university

partners sharing the facility, both in terms of enrollment and number of employees. WSU expects the new building to be ready for occupancy for fall 2016 said Gibbons, but that the Washington State Legislature, did not fully fund the project and the entire building may not be completed by the scheduled opening date.

Trustees were grateful for the update on the progress and there were no questions.

Chair Lee announced a break at 10:22 am and reconvened the meeting at 10:37 am.

12. PRESIDENTIAL SEARCH PROCESS

Trustee Sue Sharpe, Chair of Presidential Search Advisory Committee (PSAC) said that the presidential search website is up and running and that there has been great campus engagement in the process so far. Sharpe said that the PSAC committee will be made up of 14 total members, 3 trustees, 3 faculty members, 3 students, 1 professional staff, 1 classified staff and 2 community members adding that nominations are due from the stakeholder groups on October 15th. Next steps in the process include selection of the committee members, several on and off campus listening sessions to gather information from the campus community and external stakeholders, Sharpe said. The PSAC is hoping to have the job description and advertisement out by thanksgiving with the goal of reviewing applicants by the end of January or early February. Sharpe said that the PSAC will continue to strive for open communication with campus stakeholders throughout the process.

13. CAMPAIGN UPDATE

Stephanie Bowers, Vice President for University Advancement said that as of October 9th the campaign stood at \$58.87 million dollars raised. Bowers also said that by the end of the day the foundation would hopefully finalize a donor gift of an art piece valued at nearly half a million dollars that will be counted towards the campaign goal.

14. AUDIT COMMITTEE REPORT

Betti Fujikado, Chair, Board Audit Committee said that the committee welcomed Trustee Karen Lee as the newest member and gave her a crash course on the work of the committee during the meeting. Trustee Fujikado then said the committee reviewed the internal audit report for the coming year and hopes to bring it to the full board for approval in December and looks forward to reporting on the State Auditor's report as well.

15. BOARD GOVERNANCE COMMITTEE REPORT

Sue Sharpe, Chair, Board Committee on Trustees gave a brief report on the committee. Sharpe said the committee continues to work on improving the new trustee orientation process in the hopes that Western will have new governor appointed trustees soon.

16. INFORMATION ITEMS

a. Academic Affairs Report

Provost Carbajal provided a written report with information regarding Vice Provost for Undergraduate Education, Steven VanderStaay, efforts in regarding the university's Freshman Interest Groups (FIG) program.

b. Admissions and Enrollment Report

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

c. Capital Program Report

Vice President Van Den Hul provided a written report on the University's capital projects.

d. University Advancement Report

Vice President Bowers provided a written report on the University's Alumni Relations and Western Foundation activities.

e. University Relations and Community Development Report

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

f. WWU Annual Report

Vice President Swan provided the Western Washington University Annual Report for 2014-2015 academic year.

17. DATE FOR NEXT REGULAR MEETING: December 10, 11, 2015

18. The meeting adjourned at 11:02 a.m.

All WWU Students

	All Students		On-Campus State-Funded	
	Fall 2014	Fall 2015	Fall 2014	Fall 2015
All Students	15,060	15,332	14,260	14,426
<i>Change</i>		272		166
<i>Percent Change</i>		1.8%		1.2%
Residency				
Non-Resident	1,502	1,639	1,434	1,573
Resident	13,558	13,693	12,826	12,853
Percent Non-Resident	10.0%	10.7%	10.1%	10.9%
<i>Non-Resident Change</i>		137		139
<i>Percent Change</i>		9.1%		9.7%
First Generation				
First Generation	4,834	5,028	4,620	4,760
not First Generation	10,226	10,304	9,640	9,666
Percent First Generation	32.1%	32.8%	32.4%	33.0%
<i>First Generation Change</i>		194		140
<i>Percent Change</i>		4.0%		3.0%
Race/Ethnicity				
	Fall 2014	Fall 2015	Fall 2014	Fall 2015
White	11,217	11,228	10,634	10,545
Black or African American	468	520	442	492
Hispanic or Latino	994	1,083	926	1,027
Asian American	1,655	1,735	1,598	1,668
Native American or AK Native	433	461	417	435
International	157	159	148	155
Other/Multicultural		8		5
Unknown Race/Ethnicity	136	138	95	99
All Students	15,060	15,332	14,260	14,426
<i>Students of Color</i>	<i>3,550</i>	<i>3,807</i>	<i>3,383</i>	<i>3,627</i>
Percent Students of Color	23.6%	24.8%	23.7%	25.1%
<i>Student of Color Change</i>		257		244
<i>Percent Change</i>		7.2%		7.2%

New Undergraduate Students

	Freshman		Transfer	
	Fall 2014	Fall 2015	Fall 2014	Fall 2015
All New Freshmen	2,786	2,809	1,108	1,161
<i>Change</i>		23		53
<i>Percent Change</i>		0.8%		4.8%
Residency				
Non-Resident	344	404	73	78
Resident	2,442	2,405	1,035	1,083
Percent Non-Resident	12.3%	14.4%	6.6%	6.7%
<i>Non-Resident Change</i>		60		5
<i>Percent Change</i>		17.4%		6.8%
First Generation				
First Generation	906	944	477	537
not First Generation	1,880	1,865	631	624
Percent First Generation	32.5%	33.6%	43.1%	46.3%
<i>First Generation Change</i>		38		60
<i>Percent Change</i>		4.2%		12.6%
Race/Ethnicity				
	Fall 2014	Fall 2015	Fall 2014	Fall 2015
White	1,973	1,934	846	861
Black or African American	104	121	28	44
Hispanic or Latino	202	245	89	86
Asian American	379	391	86	94
Native American or AK Native	108	84	34	50
International	11	12	17	14
Other/Multicultural		3		
Unknown Race/Ethnicity	9	19	8	12
All Students	2,786	2,809	1,108	1,161
<i>Students of Color</i>	<i>793</i>	<i>844</i>	<i>237</i>	<i>274</i>
Percent Students of Color	28.5%	30.0%	21.4%	23.6%
<i>Student of Color Change</i>		51		37
<i>Percent Change</i>		6.4%		15.6%

* This document was presented at the Board meeting and has been added to the meeting packet after the presentation.