

**Western Washington University  
Board of Trustees  
Meeting Minutes  
Thursday, February 13, 2020**

**1. CALL TO ORDER**

Board Chair Earl Overstreet called the work session of the Board of Trustees of Western Washington University to order on Thursday, February 13 at 11:37 a.m. in the Meisnest Room at the Washington Athletic Club in Seattle, WA.

**Board of Trustees**

Earl Overstreet, Chair  
Chase Franklin, Vice Chair  
John Meyer, Secretary  
Faith Pettis  
Hunter Stuehm  
Karen Lee  
Mo West  
Sue Sharpe

**Western Washington University**

Sabah Randhawa, President  
Stephanie Bowers, Vice President for University Advancement  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations and Marketing  
Paul Dunn, Chief of Staff to the President, Secretary to the Board of Trustees  
Rayne Rambo, Assistant Secretary to the Board of Trustees

Cathy A. Trower, President, Trower & Trower, Inc.

**2. EXECUTIVE SESSION**

At 11:42 the board went into Executive Session for approximately forty minutes to discuss a personnel matter as authorized by RCW 42.30.110

Board Chair Earl Overstreet announced a ten minute break @ 12:59pm.

The board reconvened in Executive Session at 1:05pm.

Board Chair Overstreet adjourned Executive Session @ 2:26pm and announced that the board would begin its scheduled Work Session @ 2:37pm.

### **3. BOARD OF TRUSTEES COMMITTEE STRUCTURE, TRUSTEE DEVELOPMENT AND ANNUAL MEETINGS**

Chair Overstreet welcomed Cathy Trower, President, Trower & Trower, Inc. to the board's work session, and invited her to begin the session with a conversation regarding feedback from the Board of Trustees Self-Assessment that Trower facilitated in the fall. Trower led a conversation that covered areas of interest that were determined by the self-assessment that included sub-committee structures and opportunities for exchange and growth, intentional alignment of committee agendas to full board agendas, committee assignments and the idea of ad-hoc committees and task force concepts.

The trustees began the discussion by examining the current sub-committee assignments and charges, and evaluated ways in which it would nevertheless be valuable for trustees to work on ad hoc projects as needed. This would allow the trustees an opportunity for further engagement with advancing Western's Strategic Plan.

Trower led a discussion on reviewing the current sub-committees of the Board of Trustees, the Student Success Committee (SSC) and the Finance, Audit, and Enterprise Risk Management (FARM) Committee. It was noted the SSC has seen increased focus and continuity with full board agendas since its inception, and there has been work greater collaboration in agenda development between Committee Chair Trustee West and Brent Carbajal, Provost and Vice President for Academic Affairs, and Melynda Huskey, Vice President for Enrollment and Student Services. This has allowed the committee to increase its understanding of the student experience, the drivers of student success, and how those value metrics support the Strategic Plan.

The trustees discussed the functions of the FARM committee and noted the efficiency at which it is managed. It was noted that the role of a trustee on the FARM committee is to identify any problematic trends that are not favorable to the university and provide input where necessary. It was noted that the committee works within a defined scope that allows for consistent reports and updates.

Trower highlighted the work of the Board Executive Committee and the types of executive committee structures she has worked with in the past, and added that board governance can be a part of its scope. It was noted that while the Executive Committee has appropriated the governance charge previously set for the Governance Committee, several governance issues (e.g., trustee orientation, education and development) could be addressed in a more timely fashion through the kinds of ad hoc structures discussed earlier in the work session. It was determined that since the current sub-committee structures are still relatively new and in early development stages, such a project-based ad hoc structure should be further investigated.

#### **4. DIALOGUE WITH VICE PRESIDENTS: PROGRESS ON STRATEGIC PLAN IMPLEMENTATION**

The trustees were joined by Melynda Huskey, Vice President for Enrollment and Student Services, Donna Gibbs, Vice President for University Communications and Marketing, and Stephanie Bowers, Vice President for University Advancement, who were invited to have a conversation regarding the progress on Strategic Plan Implementation and the direction and pace of change and Western. It was noted that Western's expansion on the Peninsulas and underserved parts of the state provides a good sense of what Western will look like in the future, and that new resources dedicated to student support allow for continued growth in student success aspects.

The Board and the administrative leadership team continued dialogue pertaining to the overall growth of Western across the state. It was noted that growth comes with the responsibility to assess and improve on how Western serves the people and the state of Washington. It was acknowledged that Western and its community will always work to protect the importance of Western's identity and distinctive excellence. Because of the collaborative nature of Western and its community, it will continue to provide an intimate, teaching-focused liberal arts education while seeking new ways to meet the state's workforce needs through public private partnerships, expanded graduate programs, and integrated classrooms to expand educational opportunities to more Washingtonians.

Board Chair Overstreet closed the Work Session by thanking Cathy Trower for her consulting services and for facilitating the session. Overstreet also thanked the administrative leadership team for a robust conversation on the Western of the future.

Overstreet noted at 4:44pm that the board would go into Executive Session for approximately fifteen minutes to discuss a personnel matter as authorized by RCW.42.30.110(g).

Board Chair Overstreet called back to order the Work Session and announced the board would adjourn until the following morning, Friday, February 14, 2020 for regularly scheduled board meeting.

#### **5. ADJOURNMENT**

**The board adjourned @ 5:06pm**