



WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
AGENDA

Thursday, June 8, 2023

Location: Old Main 340, Board Room

Audiocast: <https://wp.wvu.edu/live/>

Time: 2:30 p.m.

1. **CALL TO ORDER**
2:30-2:31
2. **EXECUTIVE SESSION AS AUTHORIZED BY RCW 42.30.110(1)(g)**
2:31-3:10

BREAK
3:10-3:20

3. **BUDGET TRENDS AND PRIORITIES**
3:20-4:20

Presenters: Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Joyce Lopes, Vice President for Business and Financial Affairs

BREAK
4:20-4:30

4. **EXEMPT SESSION AS AUTHORIZED BY RCW 42.30.140(4)(a)**
4:30-5:00

Friday, June 9, 2023

Location: Old Main 340, Board Room

Audiocast: <https://wp.wvu.edu/live/>

Time: 9:00 a.m.

5. CALL TO ORDER, APPROVAL OF MINUTES

9:00 – 9:05

- a. Board of Trustees Regular Meeting, April 13-14, 2023

6. PUBLIC COMMENT

9:05 – 9:15

7. BOARD CHAIR REPORT

9:15 – 9:25

- a. RESOLUTION 2023-04 RECOGNIZING THE SERVICE OF TRUSTEE KEARA RYAN

8. UNIVERSITY PRESIDENT REPORT

9:25 – 9:35

Presentation: Sabah Randhawa, President

9. FACULTY SENATE REPORT

9:35 – 9:45

Presentation: Brandon Dupont, Vice President and President-Elect of the Faculty Senate

10. ASSOCIATED STUDENTS REPORT

9:45 - 9:55

Presentation: Sargun Handa, AS President

11. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

9:55 – 10:05

Presentation: Trustee Sue Sharpe, Committee Chair

12. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

10:05-10:15

Presentation: Trustee Mo West, Committee Chair

ACTION ITEMS

13. APPROVAL OF 2023-2024 UNIVERSITY BUDGET AND RELATED MATTERS
10:15-10:35

a. 2023-24 ACADEMIC YEAR TUITION RATES & MANDATORY FEES

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget
Melynda Huskey, Vice President for Enrollment and Student Services

**b. APPROVAL OF SELF-SUSTAINING ACADEMIC YEAR TUITION AND SITE FEE REQUEST
FY24**

Presentation: Brad Johnson, Provost and Executive Vice President
Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget
Robert Squires, Vice Provost for Outreach and Continuing Education

c. APPROVAL OF FY2023-2024 ANNUAL STATE OPERATING BUDGET

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget

d. INTERCOLLEGIATE ATHLETICS BUDGET

Presentation: Melynda Huskey, Vice President for Enrollment and Student Services
Steve Brummel, Interim Athletics Director
Linda Beckman, ESS Division Director for Financial and Capital Resources

BREAK
10:35-10:45

14. APPROVAL OF 2023-2025 CAPITAL BUDGET
10:45-11:00

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Steve Hollenhorst, Acting Associate Vice President for Facilities Development
and Operations
Rick Benner, University Architect & Senior Director, Planning and Development,
Facilities Development & Operations
Brian Ross, Director, Capital Budget and Public Works Procurement,
Facilities Development and Operations

15. APPROVAL OF CONSULTANT CONTRACT FOR STRATEGIC VISIONING AND CAPITAL DEVELOPMENT PLAN, SP091

11:00-11:15

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Steve Hollenhorst, Acting Associate Vice President for Facilities Development and Operations
Rick Benner, University Architect & Senior Director, Planning and Development, Facilities Development & Operations
Brian Ross, Director, Capital Budget and Public Works Procurement, Facilities Development and Operations

16. APPROVAL OF SPRING QUARTER DEGREES

11:15-11:20

Presentation: Brad Johnson, Provost and Executive Vice President

17. APPROVAL TO AMEND SECTION 001 IN CHAPTER 516-52 WAC

11:20-11:30

Presentation: Joyce Lopes, Vice President for Business & Financial Affairs
Darin Rasmussen, Assistant Vice President, Risk, Ethics, Safety & Resilience

18. APPROVAL OF REVISED AGREEMENT BETWEEN WESTERN WASHINGTON UNIVERSITY, AND THE FOUNDATION FOR WESTERN WASHINGTON UNIVERSITY AND ALUMNI

11:30-11:40

Presentation: Sabah Randhawa, President
Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation
Mark Brovak, Associate Vice President for University Advancement, Finance and Operations

19. ELECTION OF BOARD OFFICERS

11:40-11:50

Presentation: John Meyer, Chair of the WWU Board of Trustees

20. COMMENTS FROM CHAIR-ELECT

11:50-12:00

INFORMATION ITEMS

21. REPORTS
12:00-12:10

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Annual Report of Student Declared Majors
- f. Fellowship and Scholarship Recipients for 2023

22. TRUSTEE REMARKS
12:10-12:20

23. EXECUTIVE SESSION AS AUTHORIZED BY RCW 42.30.110(1)(i)
12:20-1:00

24. DATES FOR NEXT REGULAR MEETING: AUGUST 17-18, 2023

25. ADJOURNMENT

1. CALL TO ORDER

02. EXECUTIVE SESSION

An Executive Session will be held as authorized by RCW 42.30.110(1)(g).

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa

DATE: June 8, 2023

SUBJECT: **Budget Trends and Priorities**

PURPOSE: Discussion Item

Purpose of Submittal:

For this agenda item, President Randhawa, Provost Johnson, and Vice President Lopes will provide an update to the Trustees on the University's strategic budgeting process, including information about trends and priorities as they relate to FY2023-2024 operating and the FY2023-2025 capital budget.

Strategic Questions:

- How does the University evaluate key budget-drivers such as services, academic programming, and administrative functions to determine what should be continued and what should be discontinued as part of the strategic budgeting process?

04. EXEMPT SESSION

EXEMPT SESSION AS AUTHORIZED BY RCW 42.30.140(4)(a)

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa
DATE: June 9, 2023
SUBJECT: **Approval of the Minutes**
PURPOSE: Action Items

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:

- a. April 13 and 14, 2023 Regular Meeting

Supporting Information:

Minutes of April 13 and 14, 2023 Regular Meeting



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MEETING MINUTES
April 13 and 14, 2023**

1. CALL TO ORDER

Vice Chair Faith Pettis called the meeting to order at 3:01pm in the Old Main Board Room 340 in Bellingham, WA.

Board of Trustees:

Faith Pettis, Vice Chair
Chris Witherspoon, Trustee
Sue Sharpe, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Keara Ryan, Trustee
Ash Awad, Trustee (via Zoom)
John Meyer, Chair (via Zoom)

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Melynda Huskey, Vice President for Enrollment and Student Services
Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations & Marketing
Julie Nicoll, Assistant Attorney General
Tim Bruce, Assistant Professor and Director of Education Leadership, Woodring College of Education
Dave Patrick, Dean of Graduate School / Vice Provost for Research
William Nelson, Superintendent of LaConner School District, current WWU graduate student, and candidate for the Doctor of Education (EdD) in Education Leadership
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Annie Byers, Administrative Assistant to the Board of Trustees and President's Office

2. GRADUATE PROGRAMS AND EDUCATION

Tim Bruce, Assistant Professor and Director of Education Leadership, Woodring College of Education, outlined the EdD offerings and the structure of the various pathways for students. There are eleven students in the first cohort who will graduate in June 2023.

William Nelson, Superintendent of LaConner School District, current WWU graduate student, and candidate for the Doctor of Education (EdD) in Education Leadership, shared his research on Indigenous students in LaConner. He used an indigenous research framework and worked with the Swinomish people to develop his research objective and questions.

Dave Patrick, Dean of Graduate School and Vice Provost for Research, shared a broad perspective on Graduate offerings and enrollment in Graduate programs. He framed Graduate programs as an area of opportunity, especially if WWU leverages existing infrastructure and expertise to launch and expand programs. Marketing and program visibility is a challenge. Dave Patrick discussed funding models that involve both state funding and an entrepreneurial approach with industry partners.

The meeting adjourned for the day at 4:42pm

3. CALL TO ORDER, APPROVAL OF MINUTES

Vice Chair Pettis Called the April 14, 2023, meeting of the Western Washington University Board of Trustees to order at 8:00am in the Old Main Board Room 340 in Bellingham, WA.

Board of Trustees:

Faith Pettis, Vice Chair
Chris Witherspoon, Trustee
Mo West, Trustee
Chase Franklin, Trustee
Keara Ryan, Trustee
Ash Awad, Trustee
John Meyer, Chair (via Zoom)
Sue Sharpe, Trustee (via Zoom)

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Melynda Huskey, Vice President for Enrollment and Student Services
Kim O'Neill, Vice President for University Advancement, CEO WWU Foundation
Joyce Lopes, Vice President for Business and Financial Affairs
Donna Gibbs, Vice President for University Relations & Marketing
Brandon Dupont, Vice President and President-Elect of the Faculty Senate
Melissa Nelson, Assistant Attorney General
Kerena Higgins, Assistant Attorney General
Rebecca Hansen-Zeller, Secretary to the Board of Trustees
Annie Byers, Administrative Assistant to the Board of Trustees and President's Office

MOTION 04-01-2023

Trustee Chris Witherspoon moved, that the Board of Trustees approve the regular meeting minutes from February 9-10, 2023.

Trustee Mo West seconded. The motion passed 8-0.

4. PUBLIC COMMENT

The Board of Trustees agenda provides for public comment per Amended RCW 28B.35.110, also known as the Open Public Meetings Act.

A written comment on the University investment policy was received from Gabriel Kelly. He urged WWU to divest from the gun industry.

Gabe Wong addressed the board regarding the formation of a Student Advisory Committee.

Rahma Iqbal emphasized a focus on outreach in the Associated Students and supports the formation of a Student Advisory Committee.

Flynn Williams spoke about the gun industry and the University investment policy.

5. BOARD CHAIR REPORT

Chair Meyer gave his report and began by welcoming Annie Byers, Administrative Assistant to the Board of Trustees and President's Office. He noted the success of a recent public safety forum with the Jacqueline Hughes, Chief Diversity Officer, and Katy Potts, WWU Police Chief. Meyer also announced that the Board has contracted with Rick Beaton of Motis, Inc. to conduct an evaluation of President Randhawa.

Meyer reported the Board had also been engaged in the budget development process, which we will hear more about today. He noted the Board is working with President Randhawa to prepare to review the 2023-24 budget for approval at the June meeting.

Meyer highlighted there will be a groundbreaking ceremony for Kaiser-Borsari Hall on May 20, 2023 in conjunction with Back2B'ham Alumni events. The Board is looking forward to celebrating graduates with eight commencement ceremonies in June 2023.

6. REFLECTIONS FROM ASSOCIATION OF GOVERNING BOARDS CONFERENCE ON TRUSTEESHIP

Trustees Mo West, Chris Witherspoon, and Faith Pettis shared their reflections on the Association of Governing Boards National Conference on Trusteeship. All commented on the quality of the information presented and the networking opportunity with other university leaders across the country. Rebecca Hansen-Zeller, Secretary to the Board of Trustees, also attended and participated in a training track for Board Professionals.

7. UNIVERSITY PRESIDENT REPORT

Sabah Randhawa provided an update on the open dean searches in the College of Business and Economics, College of Humanities and Social Sciences, Dean of the Libraries, and the Athletic Director search. President Randhawa also provided an update on repatriation of Indigenous remains held on campus pertaining to the Native American Graves Protection and Repatriation Act (NAGPRA). Randhawa announced an upcoming Holocaust Memorial event and plans for a Munro Institute for Civic Education event this fall to discuss the legacy of former Western Washington University President Charles Fisher. He added the Munro Institute is named in honor of former Western Washington University Trustee, Ralph Munro.

8. FACULTY SENATE REPORT

Brandon Dupont, Vice President and President-Elect of the Faculty Senate, reported on the Western Bookstore processes for digital textbooks. He also reported on the course modality policy that is under development. The process for developing new questions for course evaluations is wrapping up. He noted Faculty interest in Strategic Enrollment Management work. He also shared concerns among Faculty about budget cuts.

9. ASSOCIATED STUDENTS REPORT

Sargun Handa, AS President, was not in attendance.

10. BOARD FINANCE, AUDIT, AND ENTERPRISE RISK MANAGEMENT COMMITTEE REPORT

Trustee Chase Franklin gave the Finance, Audit, and Enterprise Risk Management (FARM) Committee report. He noted a few highlights from the last FARM meeting including a presentation on Continuing Education. It was noted a need for a strategic approach to program development. The committee also discussed summer tuition and campus climate.

11. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Committee Chair, gave the Academic Affairs and Student Success Committee (AASSC) report. Trustee West noted an excellent discussion about Graduate Programs and Research, the new Strategic Enrollment Management targets, and legislative successes reported by Nora Selander, Executive Director, Government Relations.

DISCUSSION ITEMS

12. BUDGET AND ENROLLMENT PLANNING

President Sabah Randhawa, Brad Johnson, Provost and Executive Vice President, and Joyce Lopes, Vice President for Business and Financial Affairs, provided an update to the Board of Trustees on enrollment and budget planning for 2023-24 and beyond.

13. 2023 LEGISLATIVE SESSION UPDATE

Nora Selander, Director of Government Relations, provided the Trustees with an update on progress during the current legislative session. The session started on January 9, 2023, and is set to end on April 23, 2023. She reported on legislative priorities such as compensation increases, expansion on the peninsulas, first-year retention initiatives, and capital construction support for infrastructure projects, including the heating conversion project. She also outlined legislative proposals such as K-12 data sharing and blanket approval for applied doctorate degrees. Selander also reported that the operating revenue collection projection is looking stagnant.

BREAK

Vice Chair Pettis announced the Board would take a fifteen-minute break at 9:32 am. The Board reconvened at 9:45 am.

14. FOUNDATION / ALUMNI ASSOCIATION MERGER

Kim O'Neill, Vice President for University Advancement and CEO of the Western Foundation, provided a recap of the history and milestones achieved toward the development of a combined Foundation and Alumni Association. The final agreement between the University and the new Foundation structure will be completed in June, in preparation for the new Foundation for Western Washington University and Alumni to be established on July 1, 2023.

ACTION ITEMS

15. APPROVAL OF RESOLUTION 2023-03: CONSENT TO AMEND THE ARTICLES OF INCORPORATION

President Randhawa and Kim O'Neill, Vice President for University Advancement and CEO of the WWU Foundation, presented the following Resolution to the Board of Trustees:

WHEREAS, Western Washington University (the "University"), an agency of the Washington state government, and the Western Washington University Foundation (the "Foundation"), a Washington nonprofit corporation that is recognized by the Internal Revenue Service as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and that is organized to support the purposes of the University, entered into an agreement in 1995, which was amended in 2010 and again in 2016 (the "Agreement"), which defines the terms of the relationship between the University and the Foundation;

WHEREAS, the Agreement says that the Foundation shall "[n]ot change its stated purpose for existence as set forth in Article IV of its Articles of Incorporation during the lifetime of this Agreement without first obtaining written consent from the University";

WHEREAS, the Foundation desires to amend its purposes in Article IV of its Articles of Incorporation to reflect the merger of the Alumni Association of Western Washington University with

and into the Foundation, which merger the University has determined to be in the University's best interest; and

WHEREAS, the University desires to consent to the amendment to the Foundation's purposes in Article IV of its Articles of Incorporation.

NOW, THEREFORE, I, a duly appointed officer of the University with the authority to execute this certification on the University's behalf, hereby certify that the University consents to the amendment to the Foundation's purposes in Article IV of its Articles of Incorporation.

MOTION 04-02-2023

Trustee John Meyer moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the resolution as presented to allow the Foundation to amend its Articles of Incorporation so that the merger of the WWU Foundation and the Alumni Association of WWU may proceed.

Trustee Chase Franklin seconded. The motion passed 8-0.

16. APPROVAL OF SUMMER TUITION

Brad Johnson, Provost and Executive Vice President, outlined the proposed increases and explained that they are necessary to cover increasing Summer Session operational costs, including salaries, benefits, and other expenses.

MOTION 04-03-2023

Trustee Keara Ryan moved, that the Board of Trustees of Western Washington University, on recommendation of the President, approves the recommended Summer Session tuition for 2023: specifically, that resident undergraduate and graduate tuition will rise to \$290 and \$369 per credit, respectively; and nonresident undergraduate and graduate tuition will increase to \$461 and \$540 per credit, respectively. Tuition rates for programs for the MBA program are estimated not to exceed the approved rates from the academic year: \$426 per credit for resident graduate and \$1,064 for non-resident. Student tuition will be charged on a per credit basis for Summer Session.

Trustee Mo West seconded. The motion passed 8-0.

17. PUBLIC WORKS PROJECTS

Joyce Lopes, Vice President for Business and Financial Affairs, Rick Benner, University Architect and Senior Director of Capital Planning and Development, and Brian Ross, Director of Capital Budget and Public Works Procurement, presented the three projects for approval and answered Trustee questions.

- a. Delegation of Authority to Amend the Construction Contract for Tenant Improvements for Electrical Engineering and Computer Science (Kaiser Borsari Hall) Project, PW758

MOTION 04-04-2023

Trustee Mo West moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, delegate the authority to the President, in consultation with the Chair of the Board of Trustees, to award construction contract amendment #7 (Tenant Improvements) of \$1,205,496 (and associated sales tax) and execute documents for the tenant improvements of four labs for the Electrical Engineering and Computer Science (Kaiser Borsari Hall) Project.

Trustee Keara Ryan seconded. The motion passed 7-0, with Trustee Ash Awad abstaining.

- b. Delegation of Authority to Approve the Construction Contract for Fairhaven Recording Studio, PW781

MOTION 04-05-2023

Trustee Chase Franklin moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, delegate the authority to the President, in consultation with the Chair of the Board of Trustees, to award a construction contract not to exceed \$925,000 (and associated sales tax) and execute documents for the construction of the Fairhaven Recording Studio, PW781.

Trustee Ash Awad seconded. The motion passed 8-0.

- c. Construction Contract for Fairhaven Stacks (FX) Hydronic Pipe and Valve Replacements, PW803

MOTION 04-06-2023

Trustee Ash Awad moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to CDK Construction Services Inc. of Duvall, Washington, in the amount of \$962,300 (plus associated sales tax) for the construction contract to replace failing water-based heating (hydronics) pipes and valves in several stacks in the Fairhaven complex.

Trustee Chris Witherspoon seconded. The motion passed 8-0.

18. APPROVAL OF HOUSING & DINING RATES

Melynda Huskey, Vice President for Enrollment and Student Services outlined increases in rates for Housing and Dining for 2023-2024.

MOTION 04-07-2023

Trustee Chris Witherspoon moved, the Board of Trustees of Western Washington University, upon recommendation of the University President, approve the Housing and Dining rates as proposed. The 2023-2024 proposed rates call for:

- 1). 4.73% increase in the base residence hall room and board rates.
- 2). 6.00 % increase in Birnam Wood apartment rental rates.

Trustee Mo West seconded. The motion passed 8-0.

19. APPROVAL OF POL-U2100.04, FACULTY POLICY ON COMPENSATED PROFESSIONAL ACTIVITIES

Brad Johnson, Provost and Executive Vice President, explained that the policy was developed in response to SB5854 “concerning the ethical performance of faculty duties’ which was passed on June 9, 2022.

MOTIN 04-08-2023

Trustee Mo West moved, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the policy POL-U2100.04 Faculty Policy on Compensated Professional Activities.

Trustee Chris Witherspoon seconded. The motion passed 6-0, with Trustee Keara Ryan abstaining and Trustee Sue Sharpe not available at the time of the vote.

INFORMATION ITEMS

20. PROFESSIONAL LEAVE

Brad Johnson, Provost and Executive Vice President, shared the faculty professional leave proposals that have been approved for AY 2023-2024 and provided a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western’s faculty members.

21. REPORTS

The Trustees received the following written reports.

- a. Enrollment Management Summary

Vice President Melynda Huskey provided a written report on the University's general enrollment and admissions.

b. University Advancement Report

Vice President Kim, O'Neill provided a written report on the University's Alumni Relations and Western's Foundation activities.

c. Capital Program Report

Vice President Joyce Lopes provided a written report on the University's capital programs.

d. University Relations and Marketing Report

Vice President Donna Gibbs, provided a written report documenting recent activities of University Relations and Marketing

e. Sustainability Report

Vice President Huskey provide a written report on the University's Sustainability Program

f. Grant Report

Provost Johnson provided a written report with information for the Office of Research and Sponsored Programs concerning grant awards.

22. TRUSTEE REMARKS

Trustees were invited to give remarks.

23. DATES FOR NEXT REGULAR MEETING: June 8-9, 2023

The next meeting of the Board of Trustees will be June 8-9, 2023 in Bellingham, WA.

24. ADJOURNMENT

The meeting adjourned at 10:41am.

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

TO: Members of the Board of Trustees

FROM: Sabah Randhawa, President

DATE: June 9, 2023

SUBJECT: **Public Comment Period**

PURPOSE: Information Item

Purpose of Submittal:

RCW 28B.35.110 requires that the governing boards of regional universities provide for public comment at meetings and follow procedures for open public meetings in the Open Public Meetings Act.

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: John M. Meyer, Chair, Board of Trustees
DATE: June 9, 2023
SUBJECT: **Board Chair Report**
PURPOSE: Information Item

Purpose of Submittal:

Board Chair John M. Meyer will report to members of the Board and President Randhawa and his staff on topics related to the Board of Trustees.

- a. Resolution 2023-04 Recognizing the service of Trustee Keara Ryan



RESOLUTION NO. 2023-04

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

RECOGNIZING THE SERVICE OF TRUSTEE

Keara Ryan

WHEREAS, KEARA RYAN of Snoqualmie, Washington had the distinction of being the twenty-fourth student appointed by the Governor to the Western Washington University Board of Trustees, serving from July 1, 2022, through June 30, 2023; and

WHEREAS, KEARA RYAN has contributed to the increased stature and mission fulfillment of Western Washington University through her insightful and articulate engagement in numerous policy discussions and decisions affecting the University, both in meetings of the full Board and as a member of the Board's Academic Affairs and Student Success Committee; and

WHEREAS, KEARA RYAN delivered an outstanding Convocation speech to welcome students to the 2022-23 Academic Year and highlighted her work in pursuit of women's rights and commitment to erasing period poverty; and

WHEREAS, KEARA RYAN excelled in her role as Director of Civic Engagement for the Associated Students and organized Western Washington University students to lobby the state legislature for student priorities; and

WHEREAS, KEARA RYAN was elected as President of the Associated Students of Western Washington University for the 2023-2024 academic year and will continue to work with the Board of Trustees in her new role; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that **KEARA RYAN** 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 meeting on June 9, 2023.

ATTEST:

A handwritten signature in black ink, appearing to read "John Meyer".

John M. Meyer, Chair

A handwritten signature in black ink, appearing to read "Faith Li Pettis".

Faith Li Pettis, Vice Chair

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

TO: Members of the Board of Trustees

FROM: Sabah Randhawa, President

DATE: June 9, 2023

SUBJECT: **University President's Report**

PURPOSE: Information Item

Purpose of Submittal:

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

Report from Faculty Senate

Brandon Dupont

June 9, 2023

Dear Trustees,

Thank you for this opportunity to share with you the work of the Faculty Senate since the last time we met in April. In this final report of the academic year, I summarize the main actions taken by the Faculty Senate over the past couple of months.

I will begin with some Senate staff updates. Not long after Lysa Rivera went on compassionate leave as Faculty Senate President, Lizzy Ramhorst, our Shared Governance Operations Manager, also unexpectedly went on personal leave. Thanks to the hard work of our Senate Executive Council and others, we have managed to keep things moving forward, even if less robustly than we otherwise would have. On a positive note, Abby Peterson was recently hired as a graduate student assistant in the Faculty Senate office. She has thus far produced excellent minutes for the Faculty Senate, UPRC, and ACC. This alone is an important step in the right direction, but we are in the process of hiring long-needed permanent staff for the Senate office including a Curricular Analyst and a Records and Communications Specialist. We hope to have these new staff members in place before the start of the academic year.

At its April 17 meeting, the Senate approved a revision to the Outstanding Graduate Policy that we believe clarifies the policy while allowing majors with larger numbers of students to select more than one outstanding graduate. The revised policy allows for an outstanding graduate to be selected for each major, as opposed to the old policy which allowed an award from each department rather than for each major. The new policy also extends this honor to graduate students. We believe these are important improvements to the process for formally recognizing the university's top students.

After consultation with Shelli Soto, Associate Vice President for Enrollment Management, the Faculty Senate voted at its May 1 meeting to eliminate the Z-grade from the university grading policies and procedures. The Z-grade was originally intended to indicate failure due to nonattendance, but this specific reason for failing a class was only meaningful as an internal indication of nonattendance for financial aid purposes. However, it was included on external transcripts, a practice that had no parallels at any other Washington public baccalaureate institutions. Additionally, it was apparent that some faculty were not appropriately using the Z grade. With the introduction of a new version of Banner in the fall quarter, the university will now have a way to manage the administrative need for information regarding unofficial withdrawal without using a grade to record the information.

At our final meeting on May 30, the Senate approved the recommendations of our ad hoc committee on course evaluations. We will be using their recommended evaluation questions beginning in the Fall 2023 quarter. The core questions, which will appear on evaluations for all the different class types, were guided by the following key principles:

- *The evaluation forms should consist of questions that target research-based pedagogies and practices that support student learning and belongingness.*
- *Questions should emphasize, to the extent possible, students' perceptions of their learning experience and **not** the instructor's teaching practices.*
- *Questions should be transferable across all disciplines.*
- *Questions should center the individual student's perspective so the respondent is speaking for him/her/themselves and not for all students.*
- *Questions should help instructors understand **how** teaching is working/not working.*
- *Questions should be applicable to both majors and non-majors.*

These core questions will be accompanied by form type questions which vary based on the type of class (lectures, labs, studio classes, etc.).

The Senate also received year-end reports from ACC and UPRC at its final meeting. The ACC has done the challenging work of curricular approvals and policy throughout the year, particularly as it tries to deal with the variety of new course modalities. And UPRC has met regularly throughout the quarter, engaging in several important discussions about the budget cuts announced earlier this year. UPRC continues to discuss what role it has in the new strategic budgeting framework and how it should function given the new University Budget Committee. We also got an update about the important work of the new Strategic Enrollment Management process.

I should also note that the Senate Executive Council actively participated in the recent dean searches for CHSS, CBE, and the Western Libraries. A core group of us from the Senate Executive Council met, along with our colleagues from the UFWW Executive Council, with all twelve candidates across the three colleges. We are looking forward to working with these new leaders over the coming academic year and beyond.

As I look forward to the next academic year, there are a few key things on which I am focused. My highest priority is to reconstitute the standing committee structure of the Senate. Some of the Senate's standing committees unfortunately fell victim to the Covid-19 pandemic and simply stopped meeting. But, as I am sure you will agree, the robust shared governance structure that we all value requires an active and engaged Senate, which can only operate when its committee structure is functioning at full capacity. I will soon meet with Madeline Kelly, Interim Dean of the Libraries, and Mark Neff (former chair of the committee) to discuss how best to reconstitute the Senate Libraries Committee. I have also recently communicated with others who have been

part of the Academic Technology Committee about getting that group up and running again. My goal is to have the standing committees meeting regularly and reporting to the Faculty Senate in the Fall 2023 quarter.

Another key priority is to form an ad hoc committee to be charged with reviewing the Faculty Handbook and proposing revisions to the Board of Trustees. There are several issues motivating this work. The Board of Trustees has asked that the Faculty Senate no longer require approval for certain handbook revisions, so we need to look at those issues and decide how to proceed. There are also many “housekeeping” tasks that need to be undertaken. The handbook has not been updated since 2008 and overlaps in some areas with the Collective Bargaining Agreement. There are also some policies and practices in the Faculty Senate bylaws (Appendix 1) that no longer reflect how the Senate functions.

We should also continue conversations that only recently started in the Faculty Senate about the College in the High School program. There are mixed views about this program, but however we decide to proceed, I am committed to ensuring that the faculty play a key role in the process.

We therefore have a lot of important work in front of us, so I am pleased to report that there are several new members of Senate leadership who will bring wisdom, experience, and good judgment to these and other issues next year. Camilo Ponton (Department of Geology) and Shevell Thibou (Libraries) will be joining the Senate Executive Council, in the roles of Secretary and Elections & Appointments officer, respectively. I am excited to announce that Amites Sarkar (Department of Mathematics) has been elected as Vice President and President-Elect. Amites has been a faculty member since 2007 and has prior experience on the Senate and Senate Executive Council. I am confident that he will be a thoughtful and effective leader of the Senate.

On behalf of the university faculty, I want to thank the Board of Trustees for your work this year and I look forward to working with you in the year to come.

Thank you,

Brandon Dupont

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

TO: Members of the Board of Trustees
FROM: President Sabah Randhawa on behalf of the Associated Students
DATE: June 9, 2023
SUBJECT: **Associated Students**
PURPOSE: Associated Students Report

Purpose of Submittal:

No written report was submitted by the AS President, Sargun Handa.

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

TO: Members of the Board of Trustees

FROM: Faith Pettis, Chair, Board Finance, Audit, and Enterprise Risk Management Committee

DATE: June 9, 2023

SUBJECT: **Board FARM Committee Report**

PURPOSE: Information Item

Purpose of Submittal:

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

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

TO: Members of the Board of Trustees

FROM: Mo West, Chair, Board Academic Affairs and Student Success Committee

DATE: June 9 ,2023

SUBJECT: **Board Academic Affairs and Student Success Committee Report**

PURPOSE: Information Item

Purpose of Submittal:

Chair West will report to members of the Board of Trustees and the University President and his staff topics related to the Academic Affairs and Student Success Committee.

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

DATE: June 9, 2023

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Joyce Lopes, Vice President, Business and Financial Affairs
Melynda Huskey, Vice President, Enrollment and Student Services
Faye Gallant, Assistant Vice President, Strategy, Management and Budget

SUBJECT: ACTION ITEM
Approval of 2023-2024 Academic Year Tuition Rates and Mandatory Fees

Purpose of Submittal:

The Board is requested to approve 2023-2024 Academic Year Tuition Fees. Tuition fees include both the tuition operating fee and the capital building fee for each category of student. The Board is also asked to approve the mandatory student fee levels and revenue distributions for academic year 2023-2024.

Proposed Motion:

MOVED, that the 2023-2024 annual tuition operating fee and capital building fee rates for state-funded resident undergraduate students be raised by 3.0%, and all other state-funded students including: non-resident undergraduate, resident and non-resident graduate, resident and non-resident MBA, resident and non-resident Clinical Doctorate of Audiology program, resident and non-resident Clinical Mental Health and School Counseling, and the resident and non-resident Speech Pathology program be raised by 3.5%.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President and various constituent review committees, approve the 2023-2024 mandatory student fee levels for the following fees:

- ***Services & Activities Fee (4.0% or \$2.40 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)***
- ***Student Recreation Fee (4% or \$4.38 per quarter increase for students taking 10 credits or more, pro-rated for students taking less than 10 credits)***
- ***Student Health Services Fee (15.2% or \$21.00 per quarter for students taking 6 or more credits)***
- ***Student Technology Fee (No increase)***
- ***Non-Academic Building Fee (4.0% or \$2.00 per quarter increase for students taking 6 credits or more)***
- ***Sustainable Action Fee (No increase)***
- ***Active Transportation Fee (No increase for students taking six or more credits, new charge of \$3.00 per quarter for students taking five or fewer credits)***
- ***Legislative Action Fee (No increase)***
- ***Multicultural Services Fee (No increase)***

and distribution for the Services & Activities Fee as proposed in the attached documents.

***FURTHER MOVED*, that high school students participating at Western Washington University will not pay tuition or mandatory fees, as authorized this legislative session by [2SSB 5048](#), “Eliminating college in the high school fees”.**

Additional Information:

The fiscal year 2024 operating budget plan, which relies on tuition operating fee revenue generated by the tuition changes proposed under this submittal, will also be presented at the June 9, 2023 Board meeting.

Supporting Information:

Attachment A: Supporting Information on Setting 2023-2024 Academic Year Tuition
Attachment B: Proposed 2023-2024 Tuition Rates (Operating Fee and Capital Building Fee)
Attachment C: Washington State Higher Education Sector Tuition Comparison – FY 2024
Attachment D: WWU Mandatory Student Fees Current and Proposed Levels, 5-year Summary
Attachment E: Services and Activities Fee Memo
Attachment F: Student Health Services Fee Recommendation
Attachment G: Non-Academic Building Fee Report
Attachment H: Legislative Action Fee Report
Attachment I: Student Recreation Fee Report

WESTERN WASHINGTON UNIVERSITY
SUPPORTING INFORMATION
SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Joyce Lopes, Vice President, Business and Financial Affairs
Faye Gallant, Assistant Vice President, Strategy, Management & Budget

DATE: June 9, 2023

SUBJECT: Supporting Information on Setting 2023-2024 Academic Year Tuition

In accordance with the College Affordability Act of 2015, Western has the authority to raise *resident undergraduate (RUG) tuition operating fees* by the average annual percentage growth rate in the median hourly wage for the State of Washington for the previous 14 years as determined by the Federal Bureau of Labor Statistics. For fiscal year 2023-2024, this average rate is 3.0%. In the 2023 legislative session, a change was made to the timing of calculating and communicating the allowable rate, which will mean that for FY25 and future years, tuition rates can be set in the fall of the previous year.

Tuition rates for *nonresident undergraduate (NRUG)*, *resident graduate (RG)*, and *nonresident graduate (NRG)* students are set by the Board of Trustees after analyses of market constraints of supply and demand, consideration of fixed cost increases, and comparison costing with our peers.

Proposed 2023-2024 Tuition Rates for WWU

State policy makers passed an expenditure budget, including new items such as compensation, which is only partially funded by state appropriations; the remainder must come through tuition revenue increases funded by rate adjustments. Executing the budget as signed into law requires the proposed tuition rate increase. In short, Western's tuition rates are determined in large part by the legislature.

Upon the recommendation of the President's Cabinet, it is recommended that Western increase the state-funded resident undergraduate tuition rate by 3.0% as authorized by the College Affordability Act of 2015. It is further recommended to increase all other rates (non-resident undergraduate, resident graduate, non-resident graduate, resident and non-resident MBA, resident and non-resident students in the Clinical Mental Health and School Counseling Master's programs, and resident and non-resident students in the Audiology and Speech Language Pathology programs) by 3.5%.

As required by law, proposed capital building fee percentage increases are equivalent to the tuition operating fee percentage increases for each student category. Please see below for detailed percentage and dollar increases for all of the above student categories.

The Washington Student Achievement Council (WSAC) national average data previously utilized for comparative purposes is not currently available. The State of Washington higher education institutional data analysis we provide here includes approved rates for Washington State University and preliminary rates for all others based on initial sector-wide conversations, but some are still awaiting approvals by the institutions' Board of Trustees or Board of Regents.

Resident Undergraduate Tuition: A tuition increase of 3.0% as recommended for this student group equates to an annual increase of \$212.

- Tuition increased for this classification by 2.4% in 2022-2023.
- University of Washington resident undergraduate tuition is 54.6% higher than Western.
- Please see Attachment C for historical cost of attendance for this student classification.

Non-Resident Undergraduate Tuition: The proposed tuition increase for non-resident undergraduate students is 3.5% equating to an annual increase of \$874.

- Tuition increased for this classification by 3.5% in 2022-2023.
- University of Washington non-resident undergraduate tuition is 59.7% higher than Western.
- Market and comparison costing analyses indicate that Western's non-resident tuition was previously extremely low in comparison to the other State of Washington public four-year institutions. As discussed at the April 2018 Board meeting, based on the quality of our programs, it was previously determined that we would like to position our non-resident tuition rate between Washington State University and Eastern Washington University rates, but that it would take us several years of 5.0% increases to meet that objective. Given the impacts of the coronavirus on non-resident enrollments in particular, an approach was adapted for 2020-2021 and 2021-2022 to align with the resident increases. For 2022-2023 and 2023-2024, the 3.5% increase is intended to balance market position with changing conditions.

Resident Graduate Tuition: The proposed tuition increase for resident graduate students is 3.5% equating to an annual increase of \$387.

- Tuition increased for this classification by 3.5% in 2022-2023.
- University of Washington resident graduate tuition is 59.5% higher than Western.

Non-Resident Graduate Tuition: The proposed tuition increase for non-resident graduate students is 3.5%, representing an annual increase of \$830.

- Tuition increased for this classification by 3.5% in 2022-2023.
- University of Washington non-resident graduate tuition is 28.2% higher than Western.

Differential Tuition:

Clinical Mental Health and School Counseling Graduate Programs: The Clinical Mental Health and School Counseling programs are Master's programs intended to prepare students for licensure (CMHC) and certification (SC) as a counselor in the State of Washington. Both programs have been continuously accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) since 1992. Accreditation is seen broadly as a mark of quality in counseling programs, and results in students having a shorter period of time to being able to practice independently and greater license portability. CACREP accreditation and the associated costs are also expensive.

Our programs are distinct in that they leverage a small cohort size to create an intensive training experience unlike any other program in the state. Each program is limited to six students. During their first year, students receive clinical supervision from faculty in our in-house Counseling Training Clinic (CTC). During their second year, students are placed in external internships, where they work three days a week as a counselor in a school, community mental health clinic, counseling clinic, or private or group practice. Our accreditation assessments indicate that our completion rates, pass rates for the National Counseling Examination (NCE), and job placement rates are almost invariably at 100%. A great many of these graduates remain employed in the State of Washington as a school or a clinical mental health counselor.

For these reasons a new graduate tuition fee rate was established for the Clinical Mental Health and School Counseling programs in the 2020-2021 academic year. CMHC and SC resident and non-resident students are annually assessed 10.8% and 5.0% higher than other resident and non-resident graduate students, respectively, and yet still maintain competitive with comparable programs in the region.

The proposed 2023-2024 increase for Clinical Mental Health and School Counseling programs is 3.5%, representing an annual increase of \$429 for resident students and \$872 for non-resident students.

Master's in Business Administration (MBA): The MBA tuition rate had historically been the only differentiated tuition Western charged until academic year 2017-18. This differential tuition was approved by the Board during the 2011-2013 biennial tuition setting process as part of a long-term strategy to price the MBA program appropriately in the marketplace.

Tuition increased for this student classification by 3.5% in 2022-23 for both residents and non-residents. It is recommended that the resident MBA rate be increased by 3.5% representing an annual increase of \$448, and the non-resident MBA rate be increased by 3.5% representing an annual increase of \$1,116.

Speech Language Pathology: Graduate students in speech language pathology are required to earn 400 clinical clock hours (working with patients) before they complete the program and become certified. The majority of these hours are earned in Western's Speech Language and Hearing Clinic under the supervision of certified speech language pathologists (Clinical Educators). Changes in medical billing practices, due mostly to the Affordable Care Act, have made clinic revenue more unpredictable (some third-party payers no longer cover speech-language services, and those that do are reimbursing at lower rates). In addition, Medicare

regulations have changed over the past five to ten years, and the clinic is no longer able to serve the Medicare population, due to requirements for supervision (a certified professional must be in the room 100% of time for Medicare reimbursement); therapy caps; and the overall cost of monitoring Medicare billing. In the past, the clinic “opted out” of billing Medicare and billed patients directly, gave discounts to Medicare patients, or “waived” fees for clients who demonstrated financial need. However, the current Medicare regulations do not allow speech pathologists and audiologists to opt out of billing Medicare if they bill other insurance providers, nor do they permit free services to some clients and not others. *In other words, if the clinic bills other clients and/or insurance, it must bill Medicare directly for Medicare eligible clients and meet all of their requirements.*

In 2017-18, the Board approved charging a differential tuition rate for this academic program to enable patients to be seen at the clinic free of charge, eliminating the need to bill insurance companies including Medicare. This then restored the lifespan approach supported by our national accreditation organization, providing students with clinical experiences from infants to older adults.

The proposed tuition increase for Speech Language Pathology students is 3.5%, representing an annual increase of \$590 for resident students and \$1,091 for non-resident students.

Clinical Doctorate in Audiology (Au.D): As of 2007, the entry-level degree in audiology has been a clinical doctorate. For this reason, Western placed most of the graduate level audiology curriculum in moratorium in 2005, because we did not have legislative authority to offer doctorate level coursework. After obtaining the necessary legislative approval in the 2013-15 biennium, Western submitted a proposal to the state in the 2015-17 biennial budget for funding to establish a clinical doctorate program in audiology. Unfortunately, the decision package was not funded. As a high priority for Western, plans were then initiated to internally fund this important academic program. Analysis shows that to adequately fund this program for success, a differential graduate tuition rate must be established.

In 2017-18, the Board approved charging a differential tuition rate for this academic program, enabling Western to support local, state, and national demand and take advantage of space, curricula, and staff already in place. The Au.D. degree is offered by only six universities in the contiguous western United States, with no programs in Alaska and Hawaii.

The proposed tuition increase for Clinical Doctorate in Audiology students is 3.5%, representing an annual increase of \$630 for resident students and \$905 for non-resident students.

Attachments:

Attachment B – *Proposed Western Tuition Dollar and Percentage Increases 2023-2024*

Attachment C – *Tuition Comparisons for Washington State*

Western Washington University
Proposed 2023-24 Tuition Rates (Operating Fee and Capital Building Fee)

TUITION FEES				
Operating Fee	2022-23	2023-24	\$ Change	% Change
Resident Undergraduate	\$6,719	\$6,921	\$202	3.0%
Non-Resident Undergraduate	\$23,975	\$24,814	\$839	3.5%
Resident Graduate	\$10,767	\$11,144	\$377	3.5%
Non-Resident Graduate	\$23,009	\$23,814	\$805	3.5%
Resident MBA	\$12,482	\$12,919	\$437	3.5%
Non-Resident MBA	\$30,957	\$32,040	\$1,083	3.5%
Resident Speech Language Pathology	\$16,356	\$16,928	\$572	3.5%
Non-Resident Speech Language Pathology	\$30,225	\$31,283	\$1,058	3.5%
Resident Audiology - Au.D.	\$17,449	\$18,060	\$611	3.5%
Non-Resident Audiology - Au.D.	\$25,083	\$25,961	\$878	3.5%
Resident Clinical Mental Health and School Counseling	\$11,934	\$12,352	\$418	3.5%
Non-Resident Clinical Mental Health and School Counseling	\$24,177	\$25,023	\$846	3.5%
Capital Building Fee	2022-23	2023-2024	\$ Change	% Change
Resident Undergraduate	\$339	\$349	\$10	3.0%
Non-Resident Undergraduate	\$989	\$1,024	\$35	3.5%
Resident Graduate	\$287	\$297	\$10	3.5%
Non-Resident Graduate	\$720	\$745	\$25	3.5%
Resident MBA	\$306	\$317	\$11	3.5%
Non-Resident MBA	\$954	\$987	\$33	3.5%
Resident Speech Language Pathology	\$506	\$524	\$18	3.5%
Non-Resident Speech Lanuguage Pathology	\$935	\$968	\$33	3.5%
Resident Audiology - Au.D.	\$539	\$558	\$19	3.5%
Non-Resident Audiology - Au.D.	\$775	\$802	\$27	3.5%
Resident Clinical Mental Health and School Counseling	\$317	\$328	\$11	3.5%
Non-Resident Clinical Mental Health and School Counseling	\$757	\$783	\$26	3.5%
TOTAL TUITION (Operating Fee and Capital Building Fee)	2021-22	2022-23	\$ Change	% Change
Resident Undergraduate	\$7,058	\$7,270	\$212	3.0%
Non-Resident Undergraduate	\$24,964	\$25,838	\$874	3.5%
Resident Graduate	\$11,054	\$11,441	\$387	3.5%
Non-Resident Graduate	\$23,729	\$24,559	\$830	3.5%
Resident MBA	\$12,788	\$13,236	\$448	3.5%
Non-Resident MBA	\$31,911	\$33,027	\$1,116	3.5%
Resident Speech Language Pathology	\$16,862	\$17,452	\$590	3.5%
Non-Resident Speech Language Pathology	\$31,160	\$32,251	\$1,091	3.5%
Resident Audiology - Au.D.	\$17,988	\$18,618	\$630	3.5%
Non-Resident Audiology - Au.D.	\$25,858	\$26,763	\$905	3.5%
Resident Clinical Mental Health and School Counseling	\$12,251	\$12,680	\$429	3.5%
Non-Resident Clinical Mental Health and School Counseling	\$24,934	\$25,806	\$872	3.5%

Note: Academic year tuition for full-time students (banded tuition 10-18 credit hours per quarter)

Western Washington University

Washington State Higher Education Sector Tuition Comparison - FY 2024 est.

Resident Undergraduate		Resident Graduate		Non-Resident Undergraduate		Non Resident Graduate	
UW	\$ 11,525	UW	\$ 17,649	UW	\$ 41,199	UW	\$ 31,636
WSU	\$ 10,976	WSU	\$ 12,675	TESC	\$ 29,681	EWU	\$ 29,364
TESC	\$ 7,790	EWU	\$ 12,648	WSU	\$ 27,051	WSU	\$ 27,842
EWU	\$ 7,272	TESC	\$ 12,341	EWU	\$ 25,976	TESC	\$ 27,769
WWU	\$ 7,270	WWU	\$ 11,054	WWU	\$ 25,838	CWU	\$ 25,092
CWU	\$ 7,021	CWU	\$ 10,712	CWU	\$ 24,594	WWU	\$ 24,559

* Operating and capital building fee only

Note. Tuition rate information for FY2024 is not final for institutions except WSU. Preliminary information where available provided here for all other institutions.

WWU Mandatory Student Fees - 5-Year Summary

It is proposed to increase the nine existing mandatory student fees for 2023-2024 as described below. This proposal constitutes a net average increase of 5.6% for all existing mandatory student fees (\$35.47 per quarter.)

Proposed Fee Increases - Effective Fall Quarter for 2023-2024

Mandatory Fee	Notes	Proposed Change for 2023-2024	Quarterly Fees					Academic Year Fees					
			Actual				Proposed	Actual				Proposed	
			2019-20	2020-21	2021-2022	2022-2023	2023-2024	2019-20	2020-21	2021-2022	2022-2023	2023-2024	
Existing Fees													
Services & Activities (S&A) Fee	(1) (2)	Proposed increase of 4% increase to the non-bond pledged portion of the S&A fee for 2022-23, an effective rate of 3.453% on the entire fee. RCW 28B.15.069 limits the increase on S&A Fees to the portion of the fee not pledged to bonds. Fee is prorated per credit with 10+ credits paying the full fee.	\$223.98	\$223.98	\$226.38	\$234.16	\$242.25	\$671.94	\$671.94	\$671.94	\$702.48	\$726.75	3.45%
Student Recreation Fee (S&A)	(1)	Proposed increase of 4%. RCW's limit the increase of S&A Fees to 4%. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$109.46	\$109.46	\$109.46	\$109.46	\$113.84	\$328.38	\$328.38	\$328.38	\$328.38	\$341.52	4.00%
Student Health Services Fee		Proposed increase of \$21.00 per quarter. Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$117.00	\$117.00	\$117.00	\$138.00	\$159.00	\$351.00	\$351.00	\$351.00	\$414.00	\$477.00	15.22%
Student Technology Fee		No proposed change. The full fee is charged to students taking 6+ credits. Those taking 1-5 credits are charged \$17.50. This fee is approved by students every five years.	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$105.00	\$105.00	\$105.00	\$105.00	\$105.00	0.00%
Non-Academic Building Fee		Proposed increase of \$2.00 per quarter. Fee is charged to students taking 6+ credits.	\$47.00	\$47.00	\$47.00	\$50.00	\$52.00	\$135.00	\$141.00	\$141.00	\$150.00	\$156.00	4.00%
Sustainable Action Fund Fee (renamed from "Green Energy Fee")		No proposed increase. In Spring 2018, students voted 84.6% in favor of reauthorization of this fee and recommend an increase to 90 cents per credit level with a \$9 per quarter maximum. The fee funds renewable energy certificates (RECs), student leadership positions and sustainable energy projects. This fee is currently pending renewal by student referendum.	\$9.00	\$9.00	\$9.00	\$9.00	\$9.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	0.00%
Active Transportation Fee (renamed from "Alternative Transportation Fee")		No proposed change for students taking 6 or more credits, recommended addition of \$3.00 per quarter fee for students taking 5 credits or less. There is no fee for students under age 18. Summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided; the summer rate covers just the bus pass and will be \$24.50 for students age 18 and older.	\$27.50	\$28.50	\$28.50	\$30.00	\$30.00	\$82.50	\$85.50	\$85.50	\$90.00	\$90.00	0.00%
Legislative Action Fee	(3)	No proposed change. To fund student representation and advocacy efforts at the campus, local, state, and federal levels.	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	0.00%
Multicultural Services Fee	(1) (4)	No proposed increase. In Spring, 2016, the AS Board put a referendum on the ballot and students voted 62.7% in favor of a new fee for expanded ESC/Multicultural Services Space at the Viking Union/Bookstore Complex. The fee began Fall 2017 at a rate of \$30 for students taking 6 or more credits. This fee has been pledged to bonds and funds a portion of the construction, maintenance, and operations of the new Multicultural Center at the Viking Union.	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	0.00%
Total Mandatory Fees			\$599.94	\$600.94	\$603.34	\$636.62	\$672.09	\$1,793.82	\$1,802.82	\$1,802.82	\$1,909.86	\$2,016.27	5.57%
<i>\$ Amount Increase</i>				\$1.00	\$2.40	\$33.28	\$35.47		\$9.00	\$0.00	\$107.04	\$106.41	
<i>Annual % Increase</i>				0.2%	0.4%	5.5%	5.6%		0.5%	0.0%	5.9%	5.6%	
<i>Cumulative Increase</i>							12.0%				12.4%		
<i>Average Annual Increase (non compounded)</i>							3.0%				3.1%		

Notes:

- (1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction and increases are limited to 4% by SSHB 1433 signed into law on 3/22/18.
- (2) Bond Covenants pledge a minimum of \$32 per full-time student per quarter and \$6.40 per part-time student per quarter to the Housing & Dining System.
- (3) Mandatory \$1 per quarter billed but with the ability to "opt-out."
- (4)The Multicultural Center Fee began Fall 2017. It is pledged to the Housing & Dining System, but not directly to bonds. In March 2018, bond counsel informed WWU that this fee is not technically an S&A Fee so does not follow those RCW's, but the institution has been collecting 3.5% for the Student Financial Aid/Loan Fee.

MEMO

Services & Activities Fee Committee

To: Melynda Huskey, Vice President for Enrollment and Student Services

From: Allison Mazurek, Chair – S&A Fee Committee
Michael Sledge, staff facilitator, S&A Fee Committee

Date: May 23, 2023

Subject: **S&A Fee Committee Recommendations for 2023-24**

As charged, the Services and Activities (S&A) Fee Committee has worked to review the fee, the budgets of the S&A fee constituents, and is writing to inform you that it recommends a 4% increase to the non-bond pledged portion of the S&A fee for 2023-24, an effective rate of 3.453% on the entire fee. The 2023-24 fee would increase to \$242.25 (from \$234.16) per quarter, or \$726.75 (from \$702.48) per academic year. Per RCW 28B.15.069 S&A fee increases are capped at 4% on the non-bond pledged portion of the fee.

This recommendation is the result of robust discussions since January 2023 centered on meeting the needs of constituent groups. Constituents faced several challenges in planning their budgets including: the changing institutional budget situation; the decrease in overall enrollment of fee-paying students; the increased costs most constituents face related to addressing the compensation plan; and increases in minimum wage for student employees.

The recommendations for the distribution of the S&A fees are detailed below and are provided for consideration and approval by the Board of Trustees at their June 9, 2023 meeting. Please find:

- the proposed 2023-24 fee level;
- the 2023-24 distribution of estimated S&A fee revenue;
- the proposed allocation of estimated Summer 2023 S&A revenues; and
- the S&A fee level for Summer 2024 (which is a set percentage of the 2023-24 Academic Year fee).

Additionally, because of the recent change in when tuition is set, this year's committee will meet on May 26 to vote on the fee level for 2024-25 (but not the distribution to constituents which will be recommended by next year's committee.)

The Committee voted in their April 14th meeting to approve a 4% fee increase (5-0 vote). In their May 19th meeting, and after much discussion, the Committee voted to distribute the fee by allocating 95.5% of each constituent's budget request as noted below (5-3-0 vote). The dissenting votes preferred an equal percent increase over this year's actual amounts for each constituent. Please note that with the creation of the Access, Diversity, Equity and Inclusion unit in Enrollment & Student Services, this unit, much of which had operated under the Associated Students, became its own new constituent.

Attachment E: S&A Fee Committee Memo

	2022-23 Actual		2023-24 Projection	
Housing, Dining & Student Union System	1,178,064		1,216,187	
To Loan Fund	276,399		285,344	
Music Copyright	24,000		21,321	
Distribution to Consituents	\$ Amount	%	\$ Amount	%
Associated Students	\$2,375,018	37.00%	\$2,480,220	37.40%
A DEI	\$468,449	7.30%	\$488,619	7.40%
Athletics	\$2,073,228	32.30%	\$2,085,745	31.50%
Campus Recreation	\$442,888	6.90%	\$448,177	6.80%
Departmentally Related Activities	\$1,059,079	16.50%	\$1,127,072	17.00%
Constituent Subtotal	\$6,418,662	100.00%	\$6,629,833	100.00%
Total S&A Distributions	7,897,125		8,152,685	

New student enrollment has largely recovered from the pandemic, but overall enrollment is still negatively impacted as lower enrollment works its way through upper class numbers. As a result, actual total revenues for 2022-23 were lower than the Board of Trustees approved budget of June 2022 by 1.5% (\$120,000.) (Note: The remaining constituents received 1.83% less after the Housing, Dining & Student Union System received its bond-pledged portion.

Associated Students

The Associated Students' S&A Fee budget request of \$2,597,392 was a 9.36% increase from their approved prior year actual budget of \$2,375,018 (please note this is only the AS portion of the prior year amount which included all of AEDI).

A DEI

The A DEI unit's budget request was for \$511,701, an increase of 9.23% from the previous year's request of \$468,449 (please note this is only the A DEI portion of the prior year amount within the AS's budget).

Athletics

Athletics presented a budget request of \$2,184,596, a 5.37% increase from their approved prior year actual budget of \$2,073,228.

Campus Recreation

Campus Recreation requested \$469,184, a 5.94% increase from their approved prior year actual budget of \$442,888.

DRAC

DRAC (Departmentally Related Activities Committee) is composed of six separate constituencies (forensics, music, student publications, theatre and dance, International Affairs Association, and WWU Racing. DRAC's budget request was for \$1,180,664, an 11.48% increase from their approved prior year actual budget of \$1,059,079.

2023-24 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 \$21,321, an increase from last year's \$24,000.
- Housing, Dining & Student Union System 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.
- The distribution recommendation for 2023-24 is based solely on a percentage share of S&A Fee revenue.

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 (set rate); Associated Students; Access, Diversity, Equity and Identity unit (new constituent in 2022-23); Athletics; Campus Recreation; and Department-Related Activities Committee (DRAC). Per the RCW, students have a strong voice in recommending budgets for services and activities fees.

In recent history, the Committee is comprised of both voting and non-voting members. The voting members include a faculty member (vacant) and six students representing Associated Students (2), Athletics (1), Campus Recreation (1), and DRAC (2). The non-voting members include staff advisors and financial specialists from Associated Students, Athletics, Campus Recreation, and Department Related Activities Committee (DRAC). The Committee also included a designee of the Vice President for Enrollment and Student Services. A staff member from the Vice President's office also attends to record minutes. A student was selected from among the voting members to serve as this year's chairperson.

During 2021-22, the S&A Fee Committee decided to make recommendations about the next Committee's membership and a working sub-group of the Committee met over summer 2022. This sub-group proposed changes in Committee membership for the following year's committee. The 2022-23 Committee's work began with orientation, and then moved to consideration of the working sub-group's recommendations. The 2022-23 Committee approved changes in membership to add: 1 additional student voting member from Athletics (to align with the size of this constituent's budget), 1 from the newly added AEDI Unit, and 1 more from the Residence Hall Association (Housing and Dining has a set portion of the S & A fee, and this moved the committee to an odd number). The faculty position had been vacant for several years and was removed.

The S&A Fee Committee follows an established annual process to prepare its recommendations on the fee level and distribution of S&A Fees. For this year, following recommendations from the 2019-20 President's Council on Equity, Inclusion, and Social Justice, constituents were asked to highlight and center AEDI work in their area, and were provided the fiscal year 2023 planning assumptions from Strategy, Management & Budget as well as President Randhawa's budget update email dated March 9, 2023.

This process includes review of budget requests for each constituent group and an open hearing process to provide an opportunity for input from members of the campus community. Notice of these hearings was posted on the S&A Fee Committee website, and meeting materials including minutes, can be found at <https://vpess.wvu.edu/services-and-activities-fee-meetings-and-documents>.

S&A Summer 2023

CONSTITUENT BUDGET REQUESTS for Summer 2023 (FY2023)

The practice has been to set the Summer fee level at 65.15% of the preceding academic year rate to reflect reduced constituent programming (Athletics does not share in the distribution.) Last year's S&A Fee Committee addressed the Summer 2023 fee level in May 2022 when it recommended, and the Board of Trustees approved, the 2022-23 academic year budget with a 4% fee increase (effective 3.435%). The Summer 2023 rate was therefore set at \$15.26 per credit (65.15% of \$234.16). After accounting for housing and the loan fund, budgeting decisions were based on historical trends and an assumption of having \$303,927 to allocate. This year's committee reviewed budget requests to make decisions about the allocation of Summer 2023 fee revenues; the requests totaled less than the assumed budget allocation.

Associated Students

Associated Students requested \$159,500 in total for Summer 2023.

Campus Recreation

Campus Recreation requested \$15,000 in total for Summer 2023.

DRAC

DRAC requested \$93,468 for Summer 2023.

ADEI

ADEI requested \$20,500 for Summer 2023.

The Committee voted 5-0-1 in favor of meeting the budget requests, then 6-0 in favor of splitting the remaining amount equally between Campus Recreation and ADEI. (Note: Athletics representatives don't vote on Summer distributions since they are not recipients.)

S&A Summer 2024 (FY2024) Proposed Fee Level

As approved by the Board of Trustees in June 2021 and previous years, the Summer S&A rate is set at 65.15% of the preceding academic year S&A rate. With a 4% increase (effectively 3.453% increase) to the rate for the 2023-24 academic year S&A fee, the rate for Summer 2024 would increase from \$15.26 per credit to \$15.78 per credit (65.15% of \$24.225)

S& A Fee Committee student members:

- Allison Mazurek, chair (DRAC)
- Lyd Haindfield (DRAC)
- Daniela Rodriguez (AEDI)
- Sam Farmer (Campus Recreation)
- Janelle Grant (Athletics)
- Brandon Locke (Athletics)
- Brandon Denny (Associated Students)
- Sargun Handa (Associated Students)

Student Health Service Fee

Proposed 15.2% Increase to Fee

The proposed increase is \$21 per quarter for students taking 6 or more credits effective Fall Quarter 2023 (an increase from \$138 to \$159 per quarter or from \$414 to \$477 per academic year).

The Health Services Fee is mandatory for students enrolled for 6 or more credits at the Bellingham campus. It is also available as an opt-in fee paid by other students enrolled for at least one credit at any WWU campus that desire access to Counseling, Health & Wellness (CHW) services. The fee was last increased from \$117/qtr. to \$138/qtr. in 2022- 2023.

The proposed \$63/academic year fee increase would generate \$805,890 in additional revenue for increased expenses and to offset declining revenue due to fewer students paying the fee in FY23 and FY24.

Budgeted revenues would increase from \$5,641,440 in FY23 to \$6,102,420 in FY24. Overall total enrollment is still down from pre-Covid levels. If enrollment continues to decline, it will take longer to match or exceed FY20 fee revenue levels.

Fee Comparison to other WA State Public Universities (\$ fee / student / academic year)

WWU			Fee per Academic Year			
Health Services Fee			Evergreen	WSU	Central WA	Eastern WA
	Fee per quarter	Fee per academic year	Student Wellness Services Fee	Health Fee	Student Health & Counseling Ctr. Fee + Wellness Fee	Health & Wellness Fee
2019-2020	\$117	\$351	na	\$408	\$363	na
2020-2021	\$117	\$351	\$501	\$488	\$363	\$381
2021-2022	\$117	\$351	\$525	\$488	\$363	\$390
2022-2023	\$138	\$414	\$552	\$488	\$363	\$413
	15.2%					
2023-2024	\$159	\$477	\$552	\$488	\$363	\$413
	Proposed		No update	Confirmed	Confirmed	No Update

The fee is the primary funding source used to support health related services to Western students by providing comprehensive medical, mental health and wellness services.

For a list of services: <http://www.wvu.edu/chw/>

Specifically, the \$805,890 additional fee revenue will be used to cover:

- **Lower Revenue: \$345,000** (43% of the \$63 increase) to address lower fee collections due to lower enrollment in FY23 & FY24.
 - to cover the prior year (FY23) unanticipated gap between budget and actual fee revenue due to declining enrollment – a trend which has yet to plateau or to increase year over year. This gap includes lower fee collections in Summer 2022 due to a significant shift toward online courses.
 - to cover reduced revenues due to an expected 0.21% reduction in overall enrollment for FY24.

- **Increased Expenses: \$460,980** (57% of the \$63 increase) for increased expenses across all Counseling, Health & Wellness departments. (\$36 of the \$63 increase)
 - **\$410,195** for Salary and Benefit increases for all CHW staff:
 - Professional Staff - **\$163,045** Placement on WWU's salary grid of recently developed compensation plan. Many CHW staff salaries were below what the new minimum salary grade is for their job classifications. Additional increases have been finalized in May for clinical staff at the Student Health Center (SHC) and the Counseling and the Wellness Center (CWC). Additional July 1, 2023, 4% across the board increase.
 - Classified Staff - **\$97,160** Across the board 6% (4% COLA & 2% regional market adjustment) and scheduled step increases.
 - Benefits - **\$149,990** Permanently fund an FY23 increase of \$2,328/employee for employer health care cost that went into effect July 1, 2022, without an opportunity to budget for this in the FY23 self-sustaining budget prepared last spring (\$101,850). Benefits associated with FY24 salary adjustments @18.5% of increased salaries expense (\$48,140).

 - **\$14,490** for increased Goods & Services expenses in all CHW departments. More significant increases to non-personnel expenses will be covered by service fees and other revenue sources.

 - **\$36,295** for increased Administrative Services Assessment fees

Attachment F: Student Health Service Fee

The following chart shows total projected self-sustaining revenues (including \$165,000 in medical user services) and the allocation to the various components of Counseling, Health & Wellness Services.

The fee supports the Student Health Center and approximately 47% of the Counseling & Wellness Center (which also receives State funding). State dollars also support CHW Administration staff.

1-23073-7400-0630SP			
COUNSELING, HEALTH & WELLNESS SERVICES			
FISCAL YEAR 2023 - 2024 BUDGET			
SELF-SUSTAINING PROPOSED BUDGET July 1, 2023	2022-2023 Budget	2023-2024 Proposed Change	2023-2024 Proposed Budget
REVENUES			
Adjusted Budget Due to Reduced Enrollment	5,641,440	(345,000)	5,296,440
Revenue From Proposed Fee Increase		805,980	805,980
FY 24 Health Services Fee Budget	5,641,440	460,980	6,102,420
Medical Services - Student Health Ctr.	165,000	0	165,000
TOTAL REVENUE	5,806,440	460,980	6,267,420
EXPENDITURES			
COST CENTER EXPENSES			
Student Health Center (SHC)	3,752,765	249,180	4,001,945
Counseling & Wellness Center (CWC)	1,313,500	144,330	1,457,830
Counseling, Health & Wellness (CHW) Admin	282,910	31,175	314,085
Administrative Services Assessment (ASA)	457,265	36,295	493,560
TOTAL COST CENTER EXPENSES	5,806,440	460,980	6,267,420
CHW REVENUE LESS EXPENSES	0	0	0

Health Services Fee: FY23 \$138/qr. FY24 Proposed Increase to \$159/qr. 15.2% increase to current fee \$63/academic year increase (from \$414 to \$477/academic year).

38,380 fee paying events/year with \$21/qr. increase generates \$805,980 in additional revenue in FY24

FY24 Adjustment to Fee Revenue is for FY23 actuals & FY24 projected revenue

Administrative Services Assessment (ASA) 7.875%

Other CHW Funding Sources

FY24 Medical Services Revenue and Expenses

FY24 will be the first year of Student Health Center health insurance billing. Adding this significant, additional revenue source is a way to supplement the mandatory fee revenue and provide funding for ongoing clinic expenses, campus health and safety requirements that had previously been covered by COVID funds, increased cost of all goods and services, and the replacement of medical equipment and furnishings. This additional revenue source is timely and necessary because of the reduced CHW reserve fund and the need to adapt to ongoing changes in enrollment.

Planning for FY24 and Beyond

Increasing the mandatory fee in FY24 and implementing the insurance billing model supports a longer-term fiscal plan to transition to a budget model that utilizes various funding sources to reflect a more robust and sustainable funding strategy for the CHW. This transition reinforces our need to better respond to the fiscal impacts of enrollment shifts, rising inflationary costs in healthcare, equitable healthcare access to resources for all students, and the ability to respond to students' needs more nimbly by adjusting behavioral and physical health staffing needs. We are reinforcing efforts to increase revenue by fundraising with the advancement team and applying for local and state grants. There are ongoing institution-wide efforts to expand access to healthcare for all students, including those with fewer credit hours (marketing opt-in) and offering more telehealth for satellite campuses.

Additional FY23 and FY24 Program Funding

\$50,050 CWC: Mental Health First Aid Training (\$50,000 State funds FY24 ongoing)

\$40,000 SHC: Grant for Health Insurance Navigation Pilot (\$40K additional funds for FY24)

\$100,000 CWC: Kohlmeir Mikulencak Student Success Initiative (25K/yr. Jan 2022 – March 2025)

\$28,000 Student Resilience: WWU Sustainability, Equity and Justice Fund (SEJF) grant – Growth, Resilience and Belonging – Strengthening Membership Experiences for Black and Brown Men at WWU (FY23 only)

\$30,000 Student Resilience: SEJF grant – Indigenous Resilience - Sharing Stories for Mental Health Promotion (FY23 only)

CHW Reserve Fund – Supports all CHW depts.

FY23 Beginning Fund Balance: \$298,390

FY23 Estimated Year End Expenses: \$112,830

FY23 Estimated Year End Transfer Out to CHW Operating Fund: \$76,560

FY23 Projected Ending Balance: \$109,000

The self-sustaining reserve fund remains critical to ongoing operations. It is primarily used for major purchases (medical equipment, computers, software and furniture), renovations, repairs, and coverage for extended staff absences due to illness. A reserve balance of 10% of the annual budget (\$626,740) is desired to provide for the expenses mentioned as well as emergency expenditures. The reserve fund has been essential to maintaining operations since March 2020 and the projected fund balance is at an all-time low. Recharging this fund is a high priority.

Attachment G: Non-Academic Building Fee Report

Non-Academic Building Fee Report

Proposed Fee Increase: The proposed fee increase is \$2 per quarter for students taking 6 or more credits effective Fall quarter 2023 (a 4.0% increase from \$50 to \$52 per quarter).

2022-23 Program Report

Program Overview

Viking Union Facilities is an auxiliary function of Western Washington University that provides student activity focused facilities and services to campus. These facilities include the Viking Union, Lakewood Water Sports Facility, and Viqueen Lodge on Sinclair Island. Viking Union Facilities also provides support services to Associated Student programs and Multicultural Services housed in these facilities as well as campus wide Event Services to support activities. As part of the University's Housing, Dining and Student Union System ("the System"), funding for Viking Union Facilities comes from a blend of sources including the Non-Academic Building Fee, Multicultural Services Fee, a fixed portion of the Service and Activity (S&A) Fee, and a variety of user service fees. The Non-Academic Building Fee funds bond payments for the 2000 renovation of the Viking Union as well as ongoing maintenance, repair, renewal, and facility operations. This fee is managed by the Viking Union and is part of the University's Housing, Dining and Student Union Financial System.

For fiscal year 2024, we are proposing an increase to the Non-Academic Building fee from \$50 to \$52 for students enrolled in 6 or more credits. Reasons for seeking this increase are to offset the rising personnel costs for students and staff, inflationary costs for goods and utilities, as well as anticipating that enrollment numbers will stay relatively flat. It is important to note that the Viking Union will not be receiving rate increases from the other Mandatory Student Fees (S&A Fee or Multicultural Services Fee) that contribute to the facility operations. In addition, the Viking Union will also be introducing new and revised user service fees at the Lakewood Watersports Facility for non-students (Faculty, Staff and Alumni Users). The inaugural Student Union Advisory Board voted 7-0-0 in support of the increase to the Non-Academic Building Fee and increased user service fees at Lakewood.

Program & Budget Report

Program Report

As campus trends more fully towards pre-pandemic operations, the Viking Union has seen about a 36% increase in total foot traffic this academic year compared to the same time last year. This is a good indicator that more students are here on campus and engaging in services housed in the facility. Here are a few specific program highlights for 2022-23:

- This year we launched the inaugural Student Union Advisory Board. This group is charged by the Vice President for Enrollment and Student Services to provide feedback to Viking Union leadership on changes to mandatory student fees, service fees, policies, and operations of the Viking Union. The board is composed of mostly student representatives and includes faculty and staff positions to help provide a campus community wide perspective on the Viking Union. In addition to supporting this year's increase to the Non-Academic Building Fee, the advisory board is also reviewing our operations around Vendors Row and program assessment data.
- This spring quarter the Viking Union participated in a national benchmarking survey assessing students' perspectives on the Viking Union and the programs housed within. The survey is curated by Skyfactor Inc. and is organized into 12 factors based on professional standards and

Attachment G: Non-Academic Building Fee Report

practices from the Association of College Unions International (ACUI) and the Council for the Advancement of Standards in Higher Education (CAS). We collected responses from 327 students and this summer we will have the opportunity to compare our results with aggregated data from other participating schools. The results from the survey will provide us a baseline for measuring performance and help inform future program direction and guide decision making.

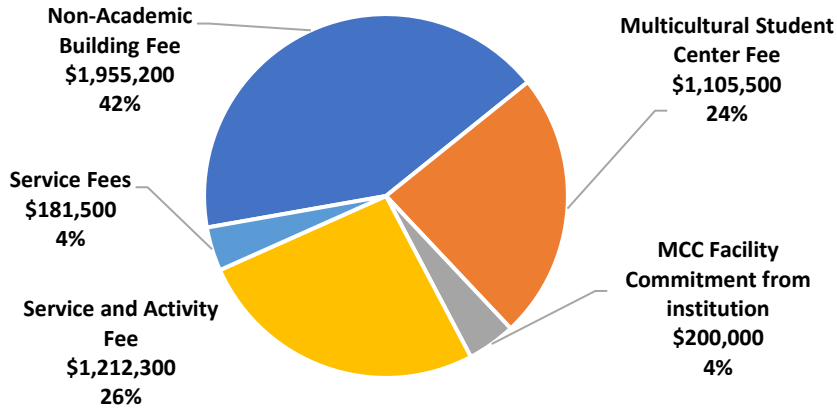
- The Viking Union is continuing construction to convert a small arts and craft room into a gender-neutral restroom on the 4th floor of the building. This will increase our total number of gender inclusive restrooms in the Viking Union to seven. We anticipate this space will be completed for Fall 2023.
- This spring we are finalizing the design to convert a portion of the dining space on Level 6 (campus street level) to a comfortable lounge and game room. The space will feature more soft comfortable seating for students to gather and a variety of free arcade and table games. Our primary goal is to improve students' ability to interact within the facility and prioritize more comfortable seating options.

Budget Report

Revenue

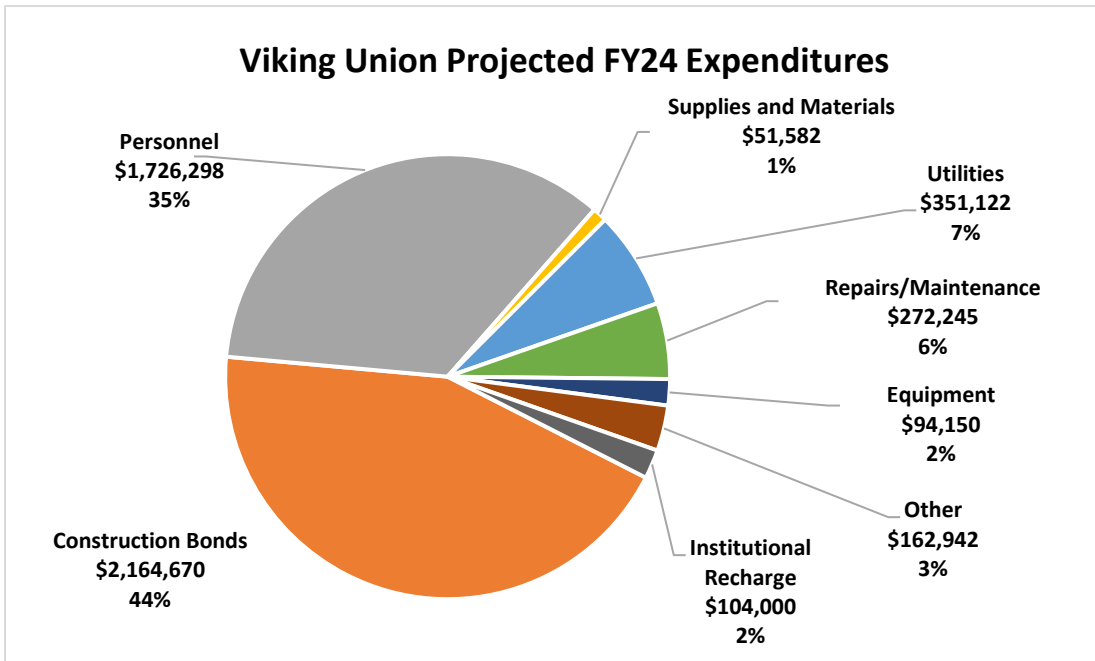
- In FY23 we are projecting the Non-Academic Building Fee revenue of approximately \$1.9 million, comparable to collections for FY22. Increasing the Non-Academic Building Fee to \$52/quarter in FY24 will provide roughly \$55K in additional revenue for the upcoming fiscal year.
- Other mandatory fees collected for the Viking Union remained at a fixed rate. The Viking Union's portion of the S&A fee remains fixed at \$32/quarter per full time and \$6.40/quarter for part time students. The Multicultural Services Fee remains fixed at \$30/quarter.
- User service fee revenues are projected to increase by \$50K in FY23 over the prior year. This increase can be attributed to more events and activities occurring as we continue to rebound from pandemic operations, as well as new fees collected from departments for using Viking Union space for meetings and events.
- For FY24 we are projecting most of our growth from this proposed increase in the Non-Academic Building Fee since other mandatory fees are fixed rates and because service fees only provide marginal growth. The most significant factor impacting revenue growth for the Viking Union is Bellingham campus enrollment. If enrollments do not return to pre-pandemic levels, we will need to consider recalibrating all our mandatory fee rates to meet long-term expenditures.

Viking Union Projected FY24 Revenue



Expenditures

- Bond payments resumed in FY23 and include higher level payments for the refinanced bonds from the pandemic.
- Viking Union operational expenditures for FY23 are projected to increase significantly above FY22. Most notably personnel expenditures are projected to increase by 13.6% and utilities by 19%. In addition to rising inflationary costs, increases in expenditures can be attributed to additional use of the facility as we fully return to pre-pandemic levels of activity for campus events and gatherings.
- For FY24 we are projecting a \$270K deficit in operational expenses with slightly more than a third of that due to increased bond payments. This deficit will be covered by the operational reserves saved during the pandemic. At the end of FY24 we anticipate having \$3 million



Attachment G: Non-Academic Building Fee Report

remaining in operating reserves. In addition, we are helping to manage expenses by reducing evening operating hours in the evening, limiting inflationary increases to only critical areas like custodial supplies and utilities, and reducing equipment allocations in certain areas of our operation.

Capital Reserve and Non-Operating Projects

- The Capital Reserve balance for the Viking Union is currently at \$1.2 million and we are looking at projects that aim to improve accessibility at the Lakewood Watersports Facility. This includes investigating and designing options for adding single occupant, gender neutral change rooms that are ADA compliant and replacing our 30+ year old fleet of entry level sailboats with a more stable and user-friendly watercraft which are easier to learn and handle.
- For the Viking Union in FY24 we will be finishing up the new Gender-Neutral Restroom on level 4, converting part of the dining space to a game room/lounge, and other interior updates. Additionally, we will be studying the layout of the VU administration offices to determine any changes that may need to occur to better serve students.

Attachment H: Legislative Action Fee Report

Legislative Action Fee

No increase in fee

2022-23 Program Report

The Legislative Action Fee is a mandatory fee of \$1 per quarter charged to all registered students on any WWU campus. It was approved by the Board of Trustees in June 2014.

This fee funds student representation and advocacy efforts at the campus, local, state, and federal levels. Fee revenue collected in FY23 totaled \$44,526 as of April 30, 2023. A surplus of \$84,640 built up during the COVID-19 period, since there were no in-person events. This balance will be spent down during FY24 and possibly FY25.

Fees were used to support the following:

- Annual dues for AS membership in the Washington Student Association (WSA). **(\$15,000)**
- Travel, lodging, and food costs for 49 students to attend Western Lobby Day, January 19, 2023. **(\$17,157)**
- Travel, lodging, and food costs for 54 students to attend Western Intersectional Lobby Day, February 19, 2023. **(\$16,776)**
- Transportation and food costs for students to attend Western Local Lobby Day, May 15, 2023. **(\$600)**
- Attendance by 6 students at the WSA General Assembly in October 2022. **(\$1,733)**
- Attendance by AS President at the WSA Board of Directors meeting in January 2022. **(\$436)**
- Attendance by 6 students at the WSA General Assembly in May 2023. **(\$2,002)**
- Stipends for students to serve on the Associated Students Ethics Board. Students are randomly selected (similar to a jury pool selection process). **(\$1,650)**
- Purchase of gift card incentives to be distributed through random drawings made available to all students who participated in surveys to help form three lobbying agendas: Western Lobby Day agenda, Western Intersectional Lobby Day agenda, and Western Local Lobby Day agenda. **(\$386)**
- **Total spending: \$55,740**

The WSA will increase annual dues in FY24 to \$30,000. Current account balance will cover the increase for one year, but fee will most likely need to be increased for FY25 or FY26.

Student Recreation Fee Report

4% Increase

Proposed Fee Increase: The proposed fee increase is 4% from \$109.46 to \$113.84 per quarter for students taking 6 or more credits in Bellingham courses effective Fall quarter 2023.

The Recreation Center may see reductions in revenue depending on enrollment and will have limited budget capacity given its fixed costs including bond payment obligations and associated reserve and coverage requirements. The Recreation Center is also facing rising student employment costs with increased minimum wage rates, as well as increased costs to maintain aging equipment.

2022-23 Program Report

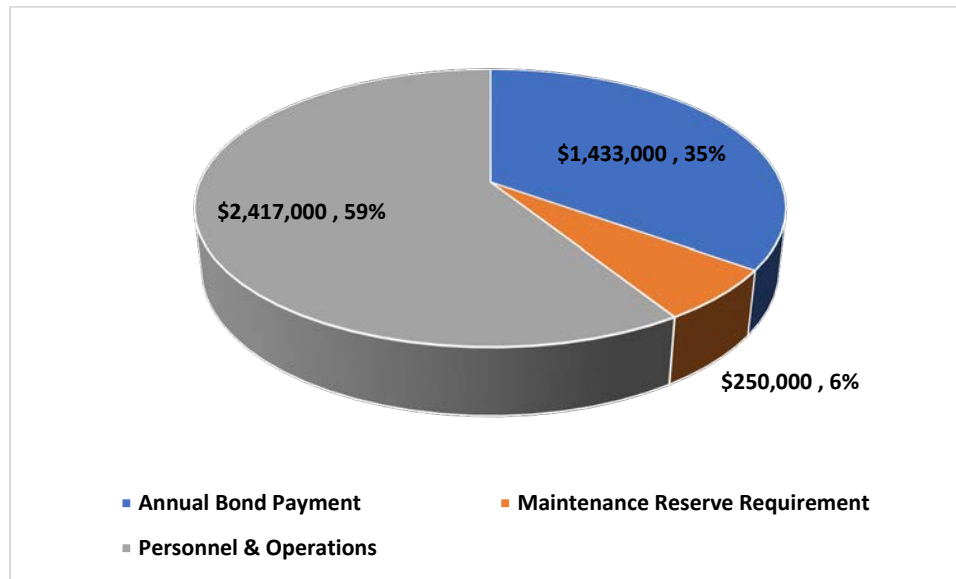
The Western Washington University Wade King Student Recreation Center (“the Recreation Center”) is a self-supporting, auxiliary enterprise of Western Washington University (WWU). The Recreation Center is an open recreation fitness and wellness facility for the benefit of eligible students and associated members of WWU. The facility includes a lap/leisure pool, a whirlpool, a three-court gym with elevated running track, a multi-activity court, a rock-climbing wall, weight and cardio areas, two group exercise/aerobic rooms, locker rooms, an injury rehabilitation room, a retail food service and lounge area, a conference room, and administrative offices for the Department of Campus Recreation. The Recreation Center is located on the WWU Bellingham campus and is supported by a service and activity fee assessed to students quarterly. In addition, memberships are available for purchase by faculty/staff, alumni, and others closely associated with WWU.

Western Washington University’s Wade King Student Recreation Center is a state-of-the-art open recreation fitness and wellness facility that has been created and shaped by the vision and support of Western Washington University students. The Recreation Center was one of the nation’s first recreation centers designed to meet Leadership in Energy and Environmental Design (LEED).

Wade King Student Recreation Center Fiscal Report:

- The Student Recreation Fee generated approximately \$4.1 million in 2022-23. This is a decrease from the previous fiscal year (2021-22) but a significant increase from the COVID influence year of \$3.625 million in 2020-21. The COVID influence can be attributed to decreased fee level (31.1 % in Spring 2020, 100% in Summer 2020 and 31.1% in Fall 2020), as well as lower enrollment. Fees were reduced during these quarters due to the inability for the Recreation Center to maintain normal operations under COVID-19 restrictions.
- The Recreation Center also completed a bond refunding in 2021-22 to take advantage of lower interest rates. This refunding helped reduce the annual bond payment by \$195,000 in 2022-23.
- The mandatory student fee funds annual bond payments, operations, and maintenance of the Wade King Student Recreation Center is shown in the pie chart below. Note: additional revenues in a year (e.g., voluntary memberships, rentals, course fees) of approximately \$500,000 assist in funding operations (not shown below).

Attachment I: Student Recreation Fee



- The Student Recreation Fee recommendation is developed through an inclusive process of the Recreation Center Advisory Committee (RCAC) and follows the Washington State RCW prescribed process for Services & Activities Fees. The RCAC is made up of (9) University representatives from the following areas:
 - Associated Students (AS) President or designee
 - At large student representative appointed by the AS Board
 - Residential Hall student representative
 - Student Athletics representative
 - Sport Club Council President or designee
 - At large student representative appointed by Campus Recreation Services
 - Three faculty/staff representatives

This committee met throughout the spring to discuss matters relating to the Recreation Center and its operations. As spring progressed, the committee discussed the Recreation Center budget and various fee proposals. Representatives from the committee took the information back to their respective areas for further discussion. Information was then brought back to the committee where further discussion followed and formal motions for fee recommendations were made. This particular meeting was an open forum where guests were also encouraged to attend and offer discussion on Recreation Center matters. For this meeting, the various student representatives brought back great discussion points from their groups citing a need to increase the Student Recreation Fee by 4.0% in order to contend with the rising cost of minimum wage and anticipated continued lower enrollment. The constituents were delighted to know that the majority of their proposed fee increase was to be targeted for increased student employment expenses. The RCAC ultimately decided on a proposed rate increase of \$4.38 per quarter, the maximum percentage allowed. The committee vote on May 4, 2023 was unanimous.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of
Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management & Budget
Brad Johnson, Provost and Vice President for Academic Affairs
Robert Squires, Vice Provost for Outreach and Continuing Education

DATE: June 9

SUBJECT: 2023 – 24 Self-Sustaining Academic Year Tuition and Site Fees

PURPOSE: Action Item

Purpose of Submittal:

The Board of Trustees of Western Washington University, on recommendation of the President, approves the 2023 – 24 Self-Sustaining Academic Year Tuition Rates for each classification.

Proposed Motion:

MOVED, that the 2023 - 2024 Self-Sustaining Academic Year Tuition Rates be raised to the following rates, Undergraduate Course/Workshop \$298 per credit, Graduate Course/Workshop \$385 per credit, Graduate – Audiology Course/Workshop \$620 per credit, Graduate—Clinical Mental Health and School Counseling \$423 per credit, Graduate – MBA Program (Bellingham) Course/Workshop \$441 per credit, Graduate – Pathology Course/Workshop \$582 per credit, Self-Pace Course/Workshop \$165 per credit, Credit Option: Variable Fee \$50 to \$100, Undergraduate Degree Program Courses \$345 per credit, Graduate Degree Program Courses \$414 per credit, and Weekend MBA \$757 per credit. The Human Services Distance Learning per credit tuition rate will be removed as it has received state-support.

FURTHER MOVED, that the Global Pathway Undergraduate Program tuition rate be approved at a flat rate of \$5,000 per quarter (no change from prior year).

Supporting Information:

Undergraduate Individual Course/Workshop and Graduate Individual Course/Workshop:

The proposed increase to undergraduate course/workshop and graduate course/workshop by 3.5%. Students elect to enroll in these courses for a variety of reasons including faculty-led travel opportunities, schedule flexibility, reduced time to degree, etc. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

Title	2022 - 2023 Per Credit	2023 - 2024 <i>Proposed</i> Per Credit	2023 - 2024 Percentage Increase
Undergraduate Course/Workshop	288	298	3.5%

Graduate Course/Workshop*	372	385	3.5%
Graduate – Audiology Course/Workshop*	599	620	3.5%
Graduate – Clinical Mental Health & School Counseling*	409	423	3.5%
Graduate – MBA Program (Bellingham) Course/Workshop*	426	441	3.5%
Graduate – Pathology Course/Workshop*	562	582	3.5%

* The rates for all graduate programs mirror the per-credit rate of state-supported offerings at the resident rate. Any further adjustment beyond the proposed rate to the state rate for these programs will be made to these tuition amounts.

WesternOnline Self-Paced Courses (Formerly Independent Learning):

No proposed increase to the WesternOnline Self-Paced tuition fee for 2023 – 2024.

Title	2022 - 2023 Per Credit	2023 - 2024 Proposed Per Credit	2023 - 2024 Percentage Increase
Self-Paced Course/Workshop	165	165	--

Credit Option Courses:

No proposed increase to the Credit Option fee for 2022 – 2023.

Title	2022 - 2023 Per Credit	2023 - 2024 Proposed Per Credit	2023 - 2024 Percentage Increase
Credit Option: Variable Fee	50 to 100	50 to 100	--

Undergraduate Degree Program Courses:

The proposed increase to undergraduate degree program courses is 3.5%. These courses are part of self-sustaining degree programs in Bellingham, and our satellite locations in Burien, Everett, Mount Vernon, Poulsbo, Bremerton, Port Angeles, and Seattle. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

Title	2022 - 2023 Per Credit	2023 - 2024 Proposed Per Credit	2023 - 2024 Percentage Increase
Undergraduate Degree Program Courses	333	345	3.5%

Graduate Degree Program Courses:

The proposed increase to graduate degree program courses is 3.5%. These courses are part of self-sustaining degree programs at our satellite locations including Burien Everett, Bremerton, Seattle, and Tacoma. This proposed change will offset expenses including support staff and faculty wages outlined in the Collective Bargaining Agreement.

Title	2022 - 2023 Per Credit	2023 - 2024 Proposed Per Credit	2023 - 2024 Percentage Increase
Graduate Degree Program Courses	400	414	3.5%

Weekend MBA:

No proposed increase to the Weekend MBA program 2023-2024.

Title	2022 - 2023 Per Credit	2023 - 2024 <i>Proposed</i> Per Credit	2023 - 2024 Percentage Increase
Weekend MBA	757	757	--

Human Services Distance Learning:

The Human Services Distance Learning program is being moved to state supported. This tuition rate is no longer needed and will be removed from future self-sustaining academic year tuition and fee request forms.

Title	2022 - 2023 Per Credit	2023 - 2024 <i>Proposed</i> Per Credit	2023 - 2024 Percentage Increase
Human Services Distance Learning	288	<i>Remove Fee</i>	N/A

Global Pathway Program:

The Global Pathway Program prepares students for full matriculation at the Undergraduate level. No proposed increase for 2023 – 2024.

Title	2022 - 2023 Per Credit	2023 - 2024 <i>Proposed</i> Per Credit	2023 - 2024 Percentage Increase
Global Pathway Undergraduate	5,000	5,000	--

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget

DATE: June 9, 2023

SUBJECT: Approval of 2023-2024 Annual State Operating Budget

PURPOSE: Action Item

Purpose of Submittal:

Based on the conference committee budget passed by the Legislature in the session ending April 23, 2023, and signed by the Governor on May 16, 2023, and Western's internal budget development process, the Board of Trustees is now asked to approve the 2023-2024 annual state operating budget for Western Washington University.

In addition, the Board of Trustees will be asked to approve 2023-2024 tuition rate increases at its June 9, 2022 meeting, providing revenue necessary to support the 2023-2024 annual state operating budget.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2023-2024 annual state operating expenditure budget of \$221,577,529, to be supported by projected revenues of \$219,367,811 and use of reserves of \$2,209,718.

FURTHER MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2023-2024 intercollegiate athletics operating budget of \$6,323,132 consisting of tuition and S&A fees in the amount of \$3,759,508 and waiver allocations, self-sustaining and other revenues of \$2,563,624, and with the intention to fund the operating deficit for intercollegiate athletics, as defined by Substitute Senate Bill 6493, by continued use of tuition and fee revenues as it has in the past.

Supporting Information:

Attachment A: *Supporting Information for the 2023-2024 Annual State Operating Budget*

WESTERN WASHINGTON UNIVERSITY
SUPPORTING INFORMATION
SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Joyce Lopes, Vice President for Business and Financial Affairs
Faye Gallant, Assistant Vice President for Strategy, Management and Budget

DATE: June 19,2023

SUBJECT: **Supporting Information for
Board Approval of the 2023-2024 Annual State Operating Budget**

Introduction

Beginning in last year's budget development cycle, Western Washington University adopted a strategic budgeting framework focused on aligning our budget with our strategic plan. This began with setting university budget priorities: graduate programs, inclusive student success, and core infrastructure, safety and compliance. Over 94 proposals were submitted across these priority areas. Several moved forward in our state funding request for the FY2023-2025 biennium, others were matched with alternative funding such as self-sustaining tuition and fundraising, and essential priorities that remained were identified for funding through internal reallocations. The results of the state budget process are incorporated into the FY2024 budget recommendation below.

This year, in addition to these strategic priorities, the FY2024 budget plan addresses historical gaps between programming, commitments and budget allocations, and the continued gap between growing costs and projected revenues.

On the following pages, we first present the detailed recommendation as line-item adjustments in the 2024 fiscal year, with descriptions of each item.

**Western Washington University State Operating Budget
Budget Recommendation, Fiscal Year 2024
Sources and Uses**

	FY24
Beginning Uncommitted Institutional Reserves Balance	\$17,826,006
Total Recurring Revenues	\$217,484,811
Tuition Revenues	\$96,082,210
State Appropriations (Recurring)	\$116,338,000
Administrative Services Assessment	\$5,064,601
Carryforward Level Expenditures (Base Budget)	\$206,344,191
New Recurring Expenditures (Incremental)	\$21,351,797
<i>New Recurring Expenditures, WWU Prior Commitments</i>	
Replenish Institutional Benefits Fund	\$300,000
Operating Support for Office of Equity	\$110,000
Approved Everett Program Budget	\$378,547
Support for Mandatory Student Advising	\$126,000
TA Stipends	\$100,000
Permanent Funding for Undergraduate Recruitment (previously funded 1x)	\$250,000
<i>New Recurring Expenditures, Spring 2023</i>	
Honors College Stabilization	\$400,000
Base funding for prior university commitments in Academic Affairs	\$761,600
Hazardous Waste Removal	\$50,000
Software Licenses: MS Premier, Zoom, Panopto	\$193,280
<i>New Expenditures tied to State Appropriations</i>	
Compensation and Benefits Increases	\$13,619,370
Student Retention and Success	\$801,000
Western on the Peninsulas Expansion	\$2,349,000
Dual Language Educators	\$1,272,000
Central Services (including Direct Legal Services)	\$457,000
Postsecondary Student Needs	\$59,000
Mental Health First Aid Training	\$50,000
Small Business Development Center Technical Assistance Program	\$75,000
Recurring Budget Adjustments	(\$6,302,122)
3.0% Divisional Budget Reductions	(\$6,302,122)
Ending Gap in Recurring Revenues and Expenditures	(\$3,909,055)
One-Time State Appropriations	\$1,883,000

One-Time Expenditures	\$183,663
<i>WWU Policy Decisions</i>	
Previous Decision: Tuition from Nursing Program to OCE Gap	\$280,000
Compass to Campus - Replacing Provost's Office Contribution	\$360,000
Seed Funding for Critical Disability Studies Institute	\$95,000
Instructional Bridge Funding	\$4,000,000
<i>New Expenditures tied to State Appropriations</i>	
IT Infrastructure Replacement	\$1,500,000
Student Civic Leaders Initiative	\$250,000
Planning Program Stipends	\$100,000
Academic Employee Bargaining	\$10,000
Crime Victims & Witnesses	\$23,000
<i>Temporary Reduction to Contingency Budget and Institutional Budget</i>	<i>(\$2,134,338)</i>
<i>Savings Associated with Implementation Timing for New State Funding</i>	<i>(\$4,300,000)</i>
Annual Net Income/Deficit (Use of Reserves)	(\$2,209,718)
Ending Uncommitted Institutional Reserves Balance	\$15,616,288

Sources (Revenues)

Tuition Revenues

Tuition revenues are a result of enrollments and of the tuition rate. The impact of COVID-19 on enrollments is an ongoing challenge that will likely take years to fully surmount; approximately \$9 million in tuition revenue on a recurring basis. While there are several positive indicators on enrollment at this time, reduced numbers of returning students will not be offset by growth in first year students.

Our budget recommendation includes a 3.0% tuition rate increase for resident undergraduate students based on the allowable increase for in-state undergraduate students set by the state. For all other student types (resident graduate students, non-resident undergraduate and graduate students, and differential tuition programs), the recommendation is a 3.5% increase, balancing fixed cost increases (cost of living adjustments, inflation on goods and services) with affordability. Because the state passes budgets for public institutions of higher education with an expectation of split funding between state appropriations and tuition revenues, these rate increases are an important piece of the budget picture.

State Appropriations

The state passed a strong FY24-FY25 biennial operating budget that included important investments across state government, including in the state's higher education system. Those investments are detailed in the Uses section under State and Contractually Determined Items, below. This funding included resources to support a 4.0% general wage increase for employees and shifted the funding model to provide a greater share of the cost than in the past.

Administrative Services Assessment (ASA)

The FY24 biennial budget includes a slight increase in ASA revenues based on projections of self-sustaining operations.

Uses (Expenditures)

New Recurring Expenditures

New Recurring Expenditures, WWU Prior Decisions

Replenish Institutional Benefits Fund: Restore funding pool after past year distributions.

Operating Support for Office of Equity: Ongoing operating support for the newly formed Office of Equity.

Approved Everett Program Budget: Beginning in FY24, set a recurring budget for the Everett program tuition portion to better support financial planning and budgeting. Previously, this tuition revenue was handled through transfers.

Support for Mandatory Student Advising: Addressing staffing needs to provide mandatory student advising to a pilot cohort, with the goal of expanding the number of students advised in their first two years at WWU.

TA Stipends: Continuation of annual funding increases for TA stipends.

Permanent Funding for Undergraduate Recruitment (previously funded with one-time allocation): This item appropriately reflects an ongoing expenditure, which has previously been funded on a one-time basis.

New Recurring Expenditures, Spring 2023 Recommendations

Honors College Stabilization: Current cohort sizes in the Honors College have been funded on a one-time basis for several years. This item converts those one-time transfers into recurring budget, better representing the costs in the budget plan.

Base Funding for University Commitments in Academic Affairs: This item reflects university contract commitments that have been paid in the Academic Affairs division. Additional shifts of budget to cover university level commitments that occur in Academic Affairs are included in compensation and in one-time items, below.

Hazardous Waste Removal: Hazardous waste removal is a regular and ongoing cost for a university; this item reflects that cost in the budget plan.

Software Licenses: The FY24 budget includes recurring funding for essential software licenses (Zoom, Microsoft Premier, and Panopto captioning software).

New Recurring Expenditures tied to State Appropriations

Compensation: Western's FY24 budget includes a placeholder for compensation increases, based on negotiated agreements with the classified unions, the professional staff compensation plan, and general wage increases. The compensation line item also includes benefit rate changes and funding for previously negotiated compensation items. All compensation increases will be in accordance with bargaining agreements (for faculty and classified staff) or the professional staff compensation plan.

Student Retention and Success: State funding is provided to reduce class sizes in remedial and introductory math courses to improve first-year student retention; to expand remedial English 101 courses to improve first-year student retention; for two disability accommodation counselors at the Disability Access Center; and to expand first-year seminars and early start programs to improve first-year student retention, including

developing an orientation for students receiving the Washington College Grant, focusing on first-generation and traditionally underrepresented students.

Western on the Peninsulas Expansion: State funding is provided to establish new 2+2 undergraduate degree programs in engineering, data science, and sociology at Western on the Peninsulas; to establish a Masters of Social Work program at Western on the Peninsulas; to convert the Human Services program at Western on the Peninsulas from self-sustaining to state-supported to reduce tuition rates for students in the program; and for additional student support and outreach services at Western on the Peninsulas.

Dual Language Educators: State funding is provided for the expansion of bilingual educators' education.

Central Services (Including Direct Legal Services): Funding is provided to cover a portion of Western's contribution to state-provided services.

Postsecondary Student Needs: Funding is provided to implement Second Substitute House Bill 1559 (Postsecondary student needs) and hire 0.75 FTE benefits navigator per campus.

Mental Health First Aid Training: Funding is provided for mental health first aid training for faculty.

Small Business Development Center Technical Assistance Program: Funding is provided for the Small Business Development Center (SBDC) to increase technical assistance to black, indigenous, and other people of color (BIPOC) small business owners in Whatcom County.

Recurring Budget Adjustments

To address the continued impact of lower enrollments, as well as funding essential internal needs described below, this recommendation includes reductions in all divisions and the institutional budget of 3.0%, before distribution of funding for compensation and benefits and programmatic investments.

New One-Time Expenditures

New One-Time Expenditures, WWU Policy Decisions

Nursing Program Tuition Allocation: This formalizes an agreement to apply a portion of tuition revenues associated with the nursing program to a historic deficit in that program.

Compass to Campus: Replacing Prior Allocation from Academic Affairs: The Compass to Campus program's funding has historically come from a combination of sources, including annual allocations from Academic Affairs. This item shifts the annual, one-time funding responsibility from Academic Affairs to the university level.

Seed funding for Critical Disability Studies Institute: Funding to support current efforts to develop a Critical Disability Studies Institute while alternative funding is pursued.

Instructional Bridge Funding: Funding is provided to support instructional costs within Academic Affairs that exceed the recurring budget and establish an annual spending authorization.

New One-Time Expenditures Tied to State Appropriations

IT Infrastructure Replacement: Funding is provided for the ongoing replacement of critical information technology (IT) infrastructure, including the campus wired and wireless network, campus data center servers and data storage equipment, emergency telephone equipment, and general university classroom audio/video technology.

Student Civic Leaders Initiative: One-time funding is provided to the Student Civic Leaders Initiative which provides opportunities for students to gain work experience focused on addressing critical issues facing communities and campuses.

Planning Program Stipends: One-time funding is provided for planning program student studios to assist cities and counties with planning projects.

Academic Employee Bargaining: State funding is provided for implementation of Substitute Senate Bill 5238 (Academic employee bargaining), which expands collective bargaining rights to certain student employees.

Crime Victims & Witnesses: State funding is provided to implement Second Substitute House Bill 1028 (Crime victims & witnesses).

Additional One-Time Reduction to Institutional Budget and Contingency Budget

As a short-term measure to reduce reliance on reserves in FY24, reduce the university's annual contingency budget and the institutional budget. In FY24, evaluate potential for longer-term savings from the institutional budget.

One-Time Savings Associated with Implementation Timelines

For new initiatives where planning, recruitment, and coordination must occur prior to expending funds, hold funding centrally for FY24 and capture savings.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Melynda Huskey, Vice President for Enrollment and Student Services
Steve Brummel, Interim Athletics Director
Linda Beckman, ESS Division Director for Financial and Capital Resources

DATE: June 9, 2023

SUBJECT: **Approval of 2023-2024 Intercollegiate Athletics Budget**

PURPOSE: Action Item

Purpose of Submittal:

Approval of the 2023-2024 intercollegiate operating budget in the amount of \$6,323,132.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the 2023-2024 intercollegiate athletics operating budget of \$6,323,132 consisting of tuition and S&A fees in the amount of \$3,759,508 and waiver allocations, self-sustaining and other revenues of \$2,563,624, and with the intention to fund the operating deficit for intercollegiate athletics, as defined by Substitute Senate Bill 6493, by continued use of tuition and fee revenues as it has in the past.

Supporting Information:

RCW 28.b.15.120 requires specific approval by the Board of Trustees for the annual budget for intercollegiate athletic programs.

Source of Funding: Tuition, S&A Fees, Self-Sustaining, Private Gifts

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Vice President Joyce Lopes, Business of Financial Affairs

DATE: June 9, 2023

SUBJECT: Approval of 2023-2025 Capital Budget

PURPOSE: Action Item

Purpose of Submittal:

Accept the 2023-2025 Capital Budget, Engrossed Substitute Senate Bill 5200 (ESSB 5200).

Proposed Motion:

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, accept the 2023-2025 Capital Budget totaling \$77,702,000 in appropriations and approve the distribution in accordance with Link A (below).

Supporting Information:

In September 2022, Western Washington University (Western) submitted a State capital budget request of \$123,614,000 in new appropriations. In May 2022, the Governor signed Engrossed Substitute Senate Bill 5200 (ESSB 5200), providing Western with \$77,702,000 in new appropriations.

The following is a breakdown of the funding sources associated with these appropriations:

- \$56,200,000 – Bonds
- \$11,502,000 – Local Funds
- \$10,000,000 – Climate Commitment Account

For background, the Bonds refer to State-issued tax-exempt general obligation bonds. The Local Funds are revenue generated from investment income, timber sales, and a portion of tuition and fees dedicated to construction and building renewal (per RCW 28B.15.069). The Climate Commitment Account is a revenue account mostly from the cap and invest program established from the Climate Commitment Act. Link A compares Western's 2023-2025 capital budget request, Governor Inslee's proposed budget, the House and Senate proposed Budgets, and the final budget (ESSB 5200). Link A also provides the breakdown between Bonds, Local Funds, and funding from the Climate Commitment Account.

The following is a summary of the projects included and the associated funding in the 2023-2025 Capital Budget:

- **Student Development and Success Center:** \$47,950,000
- **Minor Works Preservation:** \$4,888,000
- **Access Control Security Upgrades:** \$6,250,000
- **Environmental Studies Renovation:** \$500,000
- **Classroom, Lab, and Collaborative Space Upgrades:** \$1,500,000
- **Minor Works Program:** \$3,000,000
- **Heating Conversion Project:** \$10,000,000
- **Preventative Facility Maintenance and Building System Repairs:** \$3,614,000

Collectively, these projects will address Western's most urgent capital needs by 1) promoting student support and retention; 2) improving, modernizing, and preserving Western's existing assets; and 3) reducing Western's greenhouse gas emissions. All of these projects will help stimulate the regional and State economy by employing multiple contractors, suppliers, and consultants.

Links:

- A. 2023-2025 Capital Budget Request Comparison Sheet that compares Western's capital request to the Governor's proposed budget, various legislative proposed budgets, and the final budget (also includes breakdown between bonds, local funds, and grant funding in each budget): <https://cpd.wvu.edu/files/2023-05/FINAL%202023-2025%20Capital%20Budget.pdf>
- B. Project Proposals and 2023-2033 (ten-year) Capital Plan that were submitted to the State: <https://cpd.wvu.edu/2023-25-capital-budget>

WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by:
Vice President Joyce Lopes, Business and Financial Affairs

DATE: June 9, 2023

SUBJECT: **Approval of Consultant Contract for the
Strategic Visioning and Capital Development Plan, SP091**

PURPOSE: Action Item

Purpose of Submittal:

Approval of a consultant contract for planning services for the Strategic Visioning and Capital Development Plan. Award following Board action. Services to start in June 2023.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a consultant contract to NAC, Inc., Spokane, WA, for a fee of \$688,835 (including reimbursables), to provide services for the Strategic Visioning and Capital Development Plan.

Supporting Information:

NAC, Inc. was selected, along with their proposal partners, Walker Macy, from two teams responding to the Request for Qualifications (RFQ). The second firm, Gensler, was also interviewed for the project.

The selection committee recommended the NAC/Walker Macy team following review of both RFQ responses and interactive interviews on May 2 and 3, 2023. The committee felt that the NAC/Walker Macy team had strong team cohesion, and that their design for the interactive portion of the interviews was effective at eliciting important insights from committee members. Ultimately, it was the experience of NAC's project manager and the team's previous work together that swayed the committee to select the NAC/Walker Macy team for recommendation to Vice President Joyce Lopes.

Selection Committee Members:

- Rick Benner, Chair, University Architect/Senior Director, Facilities Development and Operations
- Steve Hollenhorst, Acting Associate Vice President, Facilities Development and Operations
- Ellen Kuhlmann, Program Manager, Space Planning and Administration, Facilities Development and Operations
- Forest Payne, Project Manager/University Planner, Facilities Development and Operations
- Faye Gallant, Assistant Vice President for Strategy, Management & Budget
- Jack Herring, Associate Vice President for Academic Affairs
- Dan Records-Galbraith, Director of Civil Rights and Title IX Compliance
- Robert Squires, Vice Provost for Outreach and Continuing Education
- Linda Beckman, Enrollment and Student Services Division Director for Financial and Capital Resources
- Leonard Jones, Director of University Residences, Enrollment and Student Services
- Eric Alexander, Executive Director of Student Engagement, Enrollment and Student Services

Walker Macy is a certified Women Owned Business and will participate in this project at approximately 17% of this commitment with NAC.

Source of Funding: Institutional

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Provost and Executive Vice President Brad Johnson

DATE: June 9, 2023

SUBJECT: **Approval of Degrees**

PURPOSE: Action Item

Purpose of Submittal:

Board of Trustees responsibility to approve awarding of degrees

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter 2023, effective June 10, 2023.

Supporting Information:

Lists on file with the Registrar and Graduate Dean.

<u>Students</u>	<u>June 2023</u>	<u>Comparison: June 2022</u>
<i>Undergraduates</i>	1768	1737
<i>Masters</i>	124	137
<i>Professional Doctorate</i>	16	5

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of:
Joyce Lopes, Vice President for Business and Financial Affairs

DATE: June 9, 2023

SUBJECT: **Approval to Amend WAC 516-52-001, Smoking on Campus**

PURPOSE: Action Item

Purpose of Submittal:

In the Winter of 2019, a university-wide survey was conducted to determine the preferred smoking policy direction of the Western community. Survey results showed that over 75% of those sampled were not satisfied with the current policy and prefer a more restrictive approach to smoking and vaping on campus. At the May 25, 2023 President's Cabinet meeting, a decision was made to move forward with a policy change to become a smoke-free campus.

The development of the proposed permanent rule was guided by Bruce Boyer, Interim Director of Environmental Health & Safety and included representatives from Counseling, Health & Wellness; Human Resources; University Police; Student Health Center; Human Health and Development; Facilities Development and Operations; University Communications and Marketing; University Residences; Community Relations; Residence Hall Association; Faculty representatives; Washington Federation of State Employees (WFSE) Classified representative; Public School Employees (PSE) Classified Staff representative; and, a Professional Staff Organization representative. The proposed rule was reviewed by the Assistant Attorney General's Office, the Technical Review Committee, and the University Policy and Rules Review Group. A public hearing was held to solicit community and university feedback.

Proposed changes include:

- Prohibit smoking on university property.
- Definitions that define smoke or smoking and university property.
- Exceptions to allow smoking for approved events.
- Enforcement of rule.

This recommendation is based on compelling scientific research and evidence on the human effects of smoking and second-hand smoke. Taking this action will support two objectives in Western's Strategic Plan to 1) support student, staff, and faculty wellbeing, including physical health and wellness, mental health and disability resources based on universal design, and 2) improve the climate and work conditions for student employees, staff, and faculty at all university locations.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the permanent rule change to WAC 516-52-001, Smoking on Campus as submitted.

Supporting Information:

Attachment 1 - WAC 516-52-001 – Proposed New Rule
Attachment 2 - Hearing Officer's Report

AMENDATORY SECTION (Amending WSR 95-01-006, filed 12/8/94, effective 1/8/95)

WAC 516-52-001 Smoking on campus. (1) Purpose. Western

Washington University is dedicated to providing a healthful (~~and productive work~~) environment for all employees, students, and the public (~~(visiting or conducting activities in university facilities.~~ This policy is intended to provide a smoke-free environment for employees, students, and the public who do not wish to be affected by those who smoke.

~~(2) Policy. Smoking shall not be permitted inside any Western Washington University administrative or academic buildings and in identified external areas that may affect those people inside the administrative and academic buildings. Smoking will be allowed in identified outdoor smoking areas on campus.)~~ on campus. The university is committed to providing a smoke-free environment for anyone who does not wish to be affected by second-hand smoke.

(2) Smoke or smoking means the carrying, burning, or smoking of any lighted pipe, cigar, cigarette, electronic cigarette, vaporizing device, or any other lighted smoking equipment.

(3) Except as provided herein, smoking of all kinds is prohibited on university property. University property is all buildings, grounds, or assets owned or controlled by the university and the streets, sidewalks, plazas, parking lots to include all vehicles therein, and roadways within the boundaries of properties owned or controlled by the university. Smoking may be permitted for university-approved events such as cultural or religious uses, academic research, or theatrical productions. Advance vice president approval is required for event exemption.

(4) Any person violating this section may be subject to enforcement by the university police department. In addition, any employee, volunteer, or student who violates this section may be subject to disciplinary action.

[Statutory Authority: RCW 28B.35.120(12). WSR 95-01-006, § 516-52-001, filed 12/8/94, effective 1/8/95; WSR 93-01-080, § 516-52-001, filed 12/14/92, effective 1/14/93. Statutory Authority: RCW 28B.35.120(11). WSR 86-03-020 (Order 12-5-85), § 516-52-001, filed 1/8/86; Order 72-10, § 516-52-001, filed 11/17/72.]

WWU RULE-MAKING REVIEW
Hearing Officer's Report
WAC 516-52-001, Smoking on Campus

On May 9, 2023, at 1:01 pm, a public hearing was held via Zoom to receive comment on a proposal to amend WAC 516-52-011, Smoking on Campus. The hearing was conducted by Jennifer Sloan, Rules Coordinator, and the hearing was held pursuant to the authority provided in the Revised Code of Washington Open Public Meetings Act and Administrative Procedures Act.

The testimony and Hearing Officer's Report is provided to President Sabah Randhawa for consideration of the permanent rule change. Upon approval, the proposed code is presented to the Board of Trustees for adoption and will be effective 31 days after filing with the Code Reviser's Office.

Notice of Hearing

Notice of public hearing was posted on the Rules Coordinator's [website](#), was published in the April 19, 2023, issue of the *Washington State Register* (23-08-072), and was posted in the university online newspaper, *The Front*, and the university online newsletter, *Western Today*, on April 27, 2023 and April 21, 2023 respectively.

Hearing Attendance

The hearing was attended by: Kerena Higgins, Senior Counsel; Darin Rasmussen, Assistant Vice President of Risk, Ethics, Safety & Resilience; Bruce Boyer, Interim Director of Environmental Health & Safety; and three public participants.

Background and Overview

Bruce Boyer provided information on the history and current activity of transitioning to a smoke free campus. A link was shared during the hearing directing participants to the [Smoke-Free Campus page](#) of the Environmental Health & Safety website.

Mr. Boyer explained that the conversation regarding the impact of smoking on campus has been going on prior to 2003, beginning with a state law prohibiting smoking in buildings and within 25 feet of buildings. In 2009, the Central Health and Safety Committee began looking at this as a campus community health concern. The topic was considered in various ways until 2018 when the committee made a recommendation to the previous Vice President of Business and Financial Affairs, Rich Van Den Hul, for a smoke free campus. The response at that time was to request a survey of campus. That survey indicated that people wanted a more restrictive smoking policy.



Hearing Officer's Report

WAC 516-52-001

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The President's Cabinet at that time recommended moving forward with a smoke free campus with designated smoking areas. The Smoke Free Campus Committee was formed and began working to make this happen.

In spring of 2020 activity was suspended due to a focus on the pandemic response. In spring of 2022, the group was renamed to the Smoke Free Campus Task Force and was re-convened.

Members representing campus are:

- Director of Environmental Health and Safety or Designee, Chair
- Director of Prevention and Wellness or Designee, Vice Chair
- Human Resources Department Representative
- Chief of Police
- Student Health Center Representative
- FDO- Facilities Development and Capital Budget Representative
- FDO- Facilities Management Representative
- University Communications and Marketing Representative
- University Residences Representative
- Community Relations Representative
- 1 Student appointed by the Associated Students
- 1 Student appointed by the Residence Hall Association
- 2 Persons to represent Classified Staff
- 2 Persons to represent Faculty
- 1 Person to represent Professional Staff

Given the increased number of universities going fully smoke free and the increased awareness of respiratory health brought on by the pandemic, the Task Force requested further clarification and direction from President's Cabinet. The result was to move to a fully smoke free campus without designated smoking areas. This decision was shared with faculty, staff, and students by Joyce Lopes, Vice President of Business and Financial Affairs, via VPBFA email on December 6, 2022. The Task Force then moved to re-write WAC 516-52-001 which is the subject of today's hearing.

The amended WAC was also reviewed by the Technical Review Committee and the University Policy and Rules Review Group as part of the rulemaking process.

Testimony

The Rules Coordinator reported on written testimony received and read the comments into the record.

Noah Gray received 4/30/23.

The proposed amendment to section 516-52-001, Smoking on Campus, banning smoking of all kinds on all university property, is unnecessary and harmful. As a student who does not smoke, I have never been negatively affected by smoking on campus, as it takes place in designated smoking areas, away from walking paths and buildings. Since smoking cigarettes is an



Hearing Officer's Report

WAC 516-52-001

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addiction, all students, faculty, and other workers who are required to be on campus, sometimes all day, need and deserve spaces to smoke. Campus is quite large, so going off campus is not usually an option, between classes or during breaks at work. As well, this would hurt students who live on campus, if they are not allowed to smoke anywhere near where they live. Please do not pass this amendment, and continue to allow people to smoke in designated smoking areas.

Ryan Cullup received 5/8/23.

My comments on the Smoking on Campus Issue:

As a former smoker, I have experience in being a smoker and non-smoker on campus. The move to a non-smoking campus is tone-deaf and irrespective of the majority of our wishes as a campus. I refer you to the published survey on the WWU Smoke-Free-Campus website for review on our wishes as a campus. Furthermore, policing the campus community on this new policy will be extremely problematic in terms of UPD time and our stated values as a campus. We want a safe campus but do not want to abrogate someone's needs as an addict. To do so is to ignore our responsibility as a campus to help our community members. Our values as a University community are more closely aligned with investing in our smoking community by providing more opportunities for smoking cessation classes and other resources such as designated smoking areas away from health conscious community members. Our mission should ultimately be a smoke free campus. How we get there will matter to our communities.

Linda Sterling received 5/1/23.

First I will say that I do not smoke! I have seen an identical policy enacted at another university where I was employed.

I have not seen this kind of policy work, and it created a litter nightmare on campus with butts being thrown everywhere on the grounds, sidewalks, and streets. The policy is extremely hard to enforce, especially in the evenings. Smoking is still a legal activity, so instead of banning it outright for those employees/students who do smoke, in my opinion, it would be better to assign specific areas on campus where the secondhand smoke won't bother others (and aren't near air intakes), and there are appropriate receptacles to collect the waste from smoking. The refuse from smoking, improperly disposed of, creates an environmental, ecosystem, and toxicology problem as well.

Here is a link to a pretty good study posted by NIH/NLM.

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5347528/>

Casey Garboden received 5/4/23.

The survey being referenced in 2019 shows that the majority of responding students, staff and faculty would prefer that smoking be limited to certain areas on campus off walkways, not banned entirely. So why has the WAC been proposed as a total ban when it wasn't favored by the Western community?



Hearing Officer's Report

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Tom Yakovonis received 5/8/23.

I am in full support of people's rights and Diversity, equality, and inclusion. The majority of the people in the survey supported designated smoking areas. These are to be located away from the traffic area of pedestrians.

To ban smoking on campus is singling out one group, very prejudice and not standing with what the University represents.

Vale Bates received 4/23/23.

While I myself am a non-smoker, consider myself adamantly opposed to smoking, and am sensitive to the smell of smoke, I would like to clearly express that I oppose the change to the WAC 516-52-0001 to ban on campus smoking. I think this is an unnecessary rule and imparts unnecessary restrictions on our visitors, families and students. There are already WA State laws limiting smoking within public places or within a specific proximity to buildings. I feel that this suggested revision simply imparts a value of WWU upon other visitors and doesn't actually assist or encourage smoking less, it just isolates smokers from public spaces.

Again, for the record, I oppose the revisions to WAC 516-52-0001 Smoking on Campus. As long as folks are smoking away from buildings, (outside) and away from others and properly disposing of cigarette butts, this should be allowed.

Additionally, I spend a great deal of time walking around campus as part of the campus community and do not believe that the current number of smokers smoking on campus represents any level of concern.

Greg Hough received 5/8/23.

I was a member of the Smoke Free Campus committee prior to the pandemic. The recommendations we were following were for limited designated smoking areas away from major walkways. The EHS surveying completed in Winter 2019 showed strong support for this option among students and staff. Also, my sense of Lessons Learned from the pandemic regarding rapid dilution of contaminants in open air show a healthful campus can be provided and still allow exterior designated smoking areas away from major pedestrian routes.

Furthermore, this underscores a core concept of enabling free choice to the extent possible. The members of the Western Community are adults. They are able to make their own choices. I'm particularly concerned about loss of experienced employees who choose to smoke and provide critical services to Western and this will push them find employment elsewhere. Our campus is relatively large and time spent getting to the perimeter to have a smoke break becomes quite unproductive, and potentially frustrating.

Audience Comments and Questions

One of the audience members asked questions related to the rule-making process and who is making the decision about smoking and non-smoking. Mr. Boyer responded that decision was made by the President's Cabinet. The audience member asked additional questions about the



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rule making process and who makes the final decision. Ms. Sloan responded that the final decision is made by the Board of Trustees.

A student reporter from *The Front* asked what the reaction of Ms. Higgins, Mr. Rasmussen, Mr. Boyer, and Ms. Sloan is after hearing the public comment and opposition to the change. Ms. Sloan explained that our role is to gather comments, answer, questions and provide the information to the President Randhawa and the Board of Trustees.

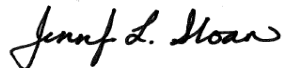
No further testimony was heard. The hearing adjourned at 1:21 p.m.

Conclusion

Considering the thorough review process by university constituents and because the public hearing allowed for an open forum of the university community, I recommend the following:

- That President Randhawa approves the amendment to WAC 516-52-001, Smoking on Campus, and further, that the proposed rule change be brought before the Board of Trustees for consideration.

Respectfully submitted,



Jennifer Sloan
Rules Coordinator

JS

Attachment:

WAC 516-52-001 –Proposed New Rule



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

TO: Members of the Board of Trustees

FROM: Sabah Randhawa, President

DATE: June 9, 2023

SUBJECT: **APPROVAL OF REVISED AGREEMENT BETWEEN WESTERN WASHINGTON UNIVERSITY, AND THE FOUNDATION FOR WESTERN WASHINGTON UNIVERSITY AND ALUMNI**

PURPOSE: Action Item

Purpose of Submittal:

President Randhawa will review the proposed revised Memorandum of Understanding between Western Washington University, and the Foundation for Western Washington University and Alumni with the Board of Trustees.

Proposed Motion:

Moved, that the Western Washington University Board of Trustees approve the revised agreement between Western Washington University, and The Foundation for Western Washington University and Alumni.

Attached:

Revised Memorandum of Understanding between Western Washington University, and The Foundation for Western Washington University and Alumni

AGREEMENT
Between
WESTERN WASHINGTON UNIVERSITY
And
THE FOUNDATION FOR WESTERN WASHINGTON
UNIVERSITY AND ALUMNI

THIS AGREEMENT is entered into by and between WESTERN WASHINGTON UNIVERSITY (the University), a public institution of higher education located in Bellingham, Washington, and THE FOUNDATION FOR WESTERN WASHINGTON UNIVERSITY AND ALUMNI (the Foundation), a nonprofit corporation headquartered at the University in Bellingham, Washington.

WHEREAS, the University, pursuant to RCW 28B.35.120(10) may receive such gifts, grants, conveyances, devises, and bequests of real or personal property from whatsoever sources, as may be made from time to time, in trust or otherwise, whenever the terms and conditions thereof will aid in carrying out University programs; and

WHEREAS, the University has, from its express power to receive such gifts, the implied power to solicit the same pursuant to an agreement such as this; and

WHEREAS, the University has authority pursuant to RCW 28B.35.120(1) to carry out such other activities consistent with Chapter 28B.35 RCW and the authority pursuant to RCW 28B.35.120(9) to enter into contracts essential to the purposes of the University; and

WHEREAS, the Foundation is a nonprofit corporation duly organized for such purposes as maintaining, developing, increasing, and extending the facilities and services of the University, and promoting and perpetuating an organization of all alumni of the University; and

WHEREAS, the Foundation is empowered to solicit and receive property and to make contributions, grants, gifts, and transfers of property to the University; and

WHEREAS, the Foundation exists to raise and manage private resources to support and advance the mission and priorities of the University; and

WHEREAS, the Foundation is further responsible for identifying, engaging and nurturing relationships with alumni, potential donors and other friends of the University; and

WHEREAS, the University and the Foundation recognize that close collaboration and cooperation is necessary to serve the mission and priorities of the University and avoid unproductive duplication of effort; and

WHEREAS, the University and the Foundation first entered into a similar agreement in 1995 which was first amended in 2010 and amended again in 2016, and has been reviewed and is now further amended to update aspects of the relationship between the University and the Foundation to reflect the merger between the Western Washington University Foundation and the Alumni Association of Western Washington University,

NOW, THEREFORE, the parties hereby agree as follows:

I. Pledge of Mutual Support and Cooperation

The Board of Trustees of the University and the Board of Directors of the Foundation pledge their mutual support and cooperation in furtherance of the respective purposes of the University and the Foundation. The Board of Trustees of the University recognizes and respects the authority of the Board of Directors of the Foundation to govern and manage its affairs, as set forth in its Articles of Incorporation. The Board of Directors of the Foundation recognizes and respects the authority of the Board of Trustees to govern the University, to define its policies and purposes, and to determine program emphasis.

II. Obligations of the Foundation

The Foundation, its Board of Directors, officers, and agents agree to:

1. Design and implement such programs and procedures so as to persuade continuous and special philanthropic support and benefactions to further the purposes of the Foundation for the benefit of the University. This support shall include financial support for the University President and other designated University officials to engage in University development activity, including, but not limited to, expenses for travel, vehicle provision, certain memberships, and entertainment expenses, as may need to be incurred. For this purpose, the Foundation will comply with all applicable federal and state laws, and will establish rules and procedures for the management of all affairs of the Foundation in accordance with:

- a. The requirements for tax-exempt entities under the federal laws described in Section 501(c)(3) of the Internal Revenue Code of 1986, or acts amendatory thereof or supplementary thereto; and

b. The laws of the state of Washington applicable to the Foundation, including, but not limited to, those governing charitable solicitations (Chapter 19.09 RCW), nonprofit corporations (Chapter 24.03A RCW), trusts holding property for charitable purposes (Chapter 11.110 RCW), and the authority of state agencies (Chapter 43.09 RCW).

2. Promote and perpetuate an organization of all alumni of the University, and to design and implement such programs and procedures so as to perpetuate respect and engagement among University Alumni.

3. Work with the Board of Trustees to provide a reasonable level of support for the President. “Reasonable level of support” may include, but not be limited to:

- a. Provision of, on agreed upon lease terms, appropriate housing for the President and family that is commensurate with the role of University President, and is suitable for regular entertaining that is intended to advance the mission of the University;
- b. An appropriate vehicle, including regular and preventative maintenance;
- c. Membership to appropriate social/business/athletic club(s) that provide the opportunity to entertain guests or potential donors of the University;
- d. Provision of funding to be used for expenses related to development and professional activities, as incurred by the President and other designated University staff. The President’s expenses paid by the Foundation will be reviewed at least annually, or more frequently if directed by the Board of Trustees. These expenses will be reviewed by the Chair of the Board of Trustees of the University, or designee, to ensure the President’s expenses have been properly submitted, reviewed, approved and that appropriate documentation is maintained.

Provision of any additional support will be determined mutually between the Board of Trustees and the Foundation Board.

4. Accept, hold, administer, invest, and disburse such funds and properties of any kind or character as from time to time may be given to it by persons or foundations absolutely or in trust, as the case may be; retain proper agents, experts, consultants, accountants, counselors, advisers, and investment advisers for the proper accepting, holding, administering, investing, and disbursing of such funds and properties of any kind or character; and in general do all things that may appear necessary and useful in

accomplishing these purposes.

5. Acknowledge that the Foundation can provide financial support for the University to hire employees for various program or development activities.

6. Use all assets and earnings of the Foundation exclusively for University or Foundation purposes, including the payment of expenses necessarily incident thereto; and no part of such assets and earnings shall benefit any officer or member of the Board of the Foundation or any other individual, except in payment of reasonable compensation for services actually rendered or expenses necessarily incurred.

7. Assist in the perpetuation of respect and interest in the University by the awarding of scholarships to worthy prospective students.

8. Have the authority, and it shall be its duty, to hold and apply all donations, grants, devises, or bequests, or any part thereof, in such manner as may have been stipulated or provided in the instrument creating such donation, grant, devise, or bequest.

9. Have the authority to sell, mortgage, pledge, lease, or exchange all or any part of the real or personal property or funds of the Foundation, unless otherwise specifically provided in the Foundation's governing instruments, at such prices and upon such terms and conditions as the Foundation may deem best; and without regard to any limitations on investments imposed by law on state agencies.

10. Have full power and authority to purchase, lease, accept as a gift, devise, or bequest, or otherwise acquire such real or personal property for University purposes, contingent upon University approval by the President or their designee, and to establish title of such property in the University upon acknowledgement of receipt.

11. Have full power and authority to purchase, lease, accept as a gift, devise, or bequest, or otherwise acquire such real or personal property, to be held, administered, or used in any way whatsoever for the benefit of the University, or to assist the University in the fulfillment of its educational purposes; and to that end, the Foundation shall have full power and authority to hold, own, control, handle, administer, or operate any such real or personal property, including the operation of any business connected with or incident to the ownership or control of such property, and to sell, lease, pledge, mortgage, exchange, or otherwise dispose of any such property at such prices and upon such terms and conditions as it may deem best.

12. Borrow money and make and issue bonds, notes, contracts, and other evidence

of indebtedness therefore, and by the proper resolution duly adopted by a majority vote of the members of the Foundation's Board of Directors, to secure payment thereof by authority provided above.

13. Engage in and disburse any part or all of its funds, both income and principal, for any and all lawful activities permitted by the laws and regulations governing tax-exempt charitable corporations at that time, and which may be necessary or incidental to the furtherance of the purposes of this Foundation, including disbursements for scholarships or grants for students at the University pursuant to such terms and conditions as might be lawfully established by donors or the University.

14. Hold, invest, and manage University endowment funds established through donation, grant, devise, or bequest from any public or private source as agent of the University; and apply the corpus and income, or any part thereof in such manner as may have been stipulated or provided in the instrument creating the endowment.

15. Use reasonable portions of its funds and income thereto to pay the administrative expenses of the operation of the Foundation not provided by the University under this Agreement.

16. Not change its stated purpose for existence as set forth in Article IV of its Articles of Incorporation during the lifetime of this Agreement without first obtaining written consent from the University.

17. Agrees to comply with Payment Card Industry Data Security Standards (PCI DSS) as outlined in University policy and the National Automated Clearing House Association (NACHA) when accepting payments.

18. Agrees to be responsible and account for in its own records all donations wherein the donor names the Foundation or the University as recipient. The Foundation agrees to accept, acknowledge, and timely tender to the University all donations it receives from donors who expressly direct that the donation be made to the University and not the Foundation. Funds will be timely tendered to the University in accordance with donor intent and University policy.

19. Transmit to the University's Vice President for Business and Financial Affairs a copy of its annual audited financial statement and management letter, if any, prepared by an independent certified public accountant, by October 25 of each year. The Foundation also agrees to make its books and records available to audit by such individual as designated by

the University's Board of Trustees or its designee.

20. Agrees to be responsible for ensuring financial data is accurately recorded in the Financial Repository; using the University's established account coding structure; ensuring financial data is reviewed and approved by the responsible Foundation official; contracting and arranging financial audits; filing and paying tax liabilities; managing and investing entity funds; complying with all financial deadlines; and complying with regulations.

21. Agrees to follow state or federal privacy laws and cyber security best practices that protect personal, student, health, or financial data including FERPA (student records), Personnel Health Information (HIPPA, FERPA and RCW 70.02) and Gramm-Leach Bliley (personal Financial Data) that might be shared as part of activities of this Agreement.

III. Obligations of the University

For and in consideration of the Foundation promising to operate solely for the benefit of the University and to carry out the aforementioned activities, the University agrees to:

1. Provide the Foundation with office space, utilities, office equipment, furnishings, and access to space for development activities. The fair rental market value for the use of such space and equipment shall be deemed to be a partial payment by the University for the Foundation's services as described in Article II above.

2. Provide the Foundation with support services, such as consumable office supplies, telephone service, software and data services, Payment Card Industry Data Security Standards policies, standards, and guidelines, merchant services and payment processing support services, postage, the use of audio-visual equipment and services, errors and omissions insurance coverage for its directors, workers' compensation insurance coverage for its volunteers, and duplicating, printing, and publication services, all as partial payment for the Foundation's services to the University as described in Article II above.

3. Provide for the operation of the Foundation, professional staff services in the form of a person to function as President and CEO of the Foundation and such other professional and classified staff as may be needed to carry out Foundation activities within the confines of support budgeted by the University. The University also agrees to provide accounting, fiscal, information, and such other administrative services as may be necessary

to carry out Foundation activities. The services provided to the Foundation by the University pursuant to this section shall be services rendered by employees of the University.

4. Provide parking passes at the current rate to Foundation donors for special events and other limited uses in order to facilitate donors' ability to further engage with the University, as specified annually by the Foundation.

5. Submit an annual statement of accounting to the Foundation summarizing the value of items 1, 2, and 3 above, and referencing salary and benefits. This submission can be in the form of the portion of the annual operating budget adopted by the University which relates to University advancement and development activity. The University shall submit its annual statement of accounting to the Foundation by September 1 of each year.

IV. Services Acknowledged

The services as described in Article III above shall constitute payment in full by the University for Foundation services. The Foundation will in turn acknowledge to the University that it has expended its best efforts to seek to accrue gifts, grants, donations, and endowments for the benefit of the University.

V. Other Agreements

The Foundation and the University further agree as follows:

1. At all times and for all purposes of this Agreement, except for the provisions in paragraph II. 14 the Foundation shall act as an independent contractor and not as an agent of the University. The Foundation, when acting as an agent of the University, shall abide by the terms set forth in Western Washington University Board of Trustees Bylaws and Policies.

2. That Foundation books, accounts, and any form of communications and records are not public records as defined in Chapter 42.56 RCW; and that the University's public records that pertain to donations to the University are non-disclosable under RCW 42.56.320(4) or otherwise non-disclosable under RCW 42.56.230(4) or .420(4), or such other provisions as may be enacted into law.

3. Foundation accounts and records pertaining exclusively to the management of University endowments are deemed public records and the Foundation shall provide, upon request of the University, reports thereon in a timely manner.

4. Alumni and student data that is shared with the Foundation by the University, and additional data obtained by the Foundation while serving in its role, shall be governed by a separate Data Sharing Agreement to be mutually developed by the University and Foundation.

VI. Not Assignable

This Agreement is not assignable by the Foundation either in whole or in part.

VII. Variations and Amendments in Writing

No amendment, alteration, or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein, and no amendments, alterations, or variations of the terms hereof unless made in writing between the parties, shall be binding on any of the parties hereto.

VIII. Parties Responsible for Own Acts

The Foundation and the University shall each be responsible for their own acts and responsible to each other for any negligent acts which cause damage to the other.

IX. Termination of Agreement

This Agreement may be terminated by either party effective at the end of any State of Washington fiscal year upon written notice to the other party at least thirty (30) days in advance thereof.

X. Choice of Laws

This agreement shall be construed in accordance with the laws of the state of Washington.

XI. Effective Date

This Agreement shall be effective as of July 1, 2023 and replaces any and all earlier agreements between the parties.

WESTERN WASHINGTON UNIVERSITY

By: _____
Chair, Board of Trustees

Date: _____

Attest: _____
Secretary, Board of Trustee

Date: _____

Approved as to legal form:

By: _____
Assistant Attorney General

Date: _____

THE FOUNDATION FOR WESTERN WASHINGTON UNIVERSITY AND ALUMNI

By: _____
Chair, Board of Directors

Date: _____

Attest: _____
Secretary, Board of Directors

Date: _____

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

TO: Members of the Board of Trustees
FROM: John M. Meyer, Board Chair
DATE: June 9, 2023
SUBJECT: Election of Board of Trustees Officers
PURPOSE: Action Item

Purpose of Submittal:

Chair Meyer will hear discussion and nominate Board officers pursuant to the [WWU Board of Trustees Bylaws](#), Article II, Section 3: Officers of the Board.

Proposed Motion:

MOVED, that the Board of Trustees of Western Washington University elect the following trustees to two-year terms as Board officers, to be effective at the close of this meeting.

- Faith Pettis, Chair
- Chris Witherspoon, Vice Chair

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

TO: Members of the Board of Trustees
FROM: Faith Pettis, Board Chair-Elect
DATE: June 9, 2023
SUBJECT: Election of Board of Trustees Officers
PURPOSE: Action Item

Purpose of Submittal:

Chair-elect Faith Pettis will address the Board.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa on behalf of Melynda Huskey

DATE: **June 9, 2023**

SUBJECT: **Enrollment Management Summary**

PURPOSE: Information Item

I. Enrollment

Strategic Enrollment Management (SEM) Planning

Following the official launch of our Strategic Enrollment Management planning effort on February 24, 2023, we have composed the councils and begun to engage in deeper conversation about enrollment strategies.

- The steering committee has met several times—reviewing enrollment data, hearing about plans from each of the council leaders, and making its own plans to explore some larger institutional decisions from an enrollment perspective.
- Plans have been made to continue work through the summer months.
- The data team has been meeting weekly and building presentation materials to aid the councils and the steering committee.
- The composition of all councils has been determined, and council work is underway.
- Retention Open Forums were moved to June to allow more time for planning.

Spring 2023 Enrollment

Census day for Spring 2023 was on April 10th. We provided preliminary enrollment data in the April report to the Board of Trustees, but we can now provide the official census day numbers. Spring enrollment is down 1.4% from Spring 2022—following a 2.5% decline from Fall 2021 to Fall 2022 and a 1.7% decline from Winter 2022 to Winter 2023.

Spring Enrollment - All Students

Enrollment by Race/Ethnicity						
	Spring 2018	Spring 2019	Spring 2020	Spring 2021	Spring 2022	Spring 2023
Hispanic or Latino Ethnicity	1,284 (8.9%)	1,385 (9.5%)	1,451 (10.2%)	1,388 (10.4%)	1,372 (10.4%)	1,390 (10.7%)
American Indian or AK Native	295 (2.0%)	283 (1.9%)	259 (1.8%)	241 (1.8%)	221 (1.7%)	194 (1.5%)
Asian	1,529 (10.6%)	1,538 (10.6%)	1,533 (10.8%)	1,517 (11.4%)	1,514 (11.5%)	1,420 (10.9%)
Black or African American	389 (2.7%)	382 (2.6%)	375 (2.6%)	417 (3.1%)	404 (3.1%)	425 (3.3%)
Native HI or Other Pacific Isl	61 (0.4%)	65 (0.4%)	57 (0.4%)	55 (0.4%)	58 (0.4%)	73 (0.6%)
White	10,348 (71.6%)	10,288 (70.7%)	9,955 (69.9%)	9,100 (68.4%)	9,068 (68.6%)	8,964 (68.8%)
Two or more races: Other	160 (1.1%)	175 (1.2%)	173 (1.2%)	157 (1.2%)	173 (1.3%)	157 (1.2%)
International	165 (1.1%)	174 (1.2%)	146 (1.0%)	119 (0.9%)	150 (1.1%)	158 (1.2%)
Race and ethnicity unknown	229 (1.6%)	268 (1.8%)	286 (2.0%)	302 (2.3%)	258 (2.0%)	246 (1.9%)
Total	14,460	14,558	14,235	13,296	13,218	13,027
<i>Students of Color</i>	3,718 (25.7%)	3,828 (26.3%)	3,848 (27.0%)	3,775 (28.4%)	3,742 (28.3%)	3,659 (28.1%)
<i>Non-Resident</i>	1,706 (11.8%)	1,804 (12.4%)	1,620 (11.4%)	1,506 (11.3%)	1,719 (13.0%)	1,795 (13.8%)
<i>First Generation</i>	4,652 (32.2%)	4,568 (31.4%)	4,385 (30.8%)	3,934 (29.6%)	3,577 (27.1%)	2,971 (22.8%)
<i>PELL-Eligible</i>	3,700 (25.6%)	3,550 (24.4%)	3,279 (23.0%)	2,929 (22.0%)	2,757 (20.9%)	2,570 (19.7%)

Representation of nonresident students in our enrolled population remains high this year compared to last, up to 13.8% from 13% in Spring 2022. Students of color make up 28.1% of our student body, down slightly from last year, with our Black and Latine populations continuing to grow both in raw numbers and as a percentage of the student body. First-generation students are 22.8% of the overall population (the same as Winter 2023 and consistent with what we have seen this year, having seen those numbers drop off considerably from prior years).

Summer 2023 Enrollment

Registration for classes for Summer 2023 opened on May 2nd, and as of May 31st (with three weeks to go until the start of the summer term), we have 3,025 students enrolled in summer courses—a 6.3% decline from this time in the registration process for Summer 2022.

Fall 2023 Enrollment

Registration opened for Fall 2023 on May 9th, and it is progressing as we would hope. Currently only continuing students are eligible to register for classes for fall, and we are tracking closely with registration activity at this time in the cycle for Fall 2022. As of May 31st, the total count of students registered for fall courses is 8,179, which is about 1% down from this time in last year's cycle, though only about .6% down as to undergraduate student enrollment. We are still very early in the registration cycle for Fall 2023.

II. Recruitment

Fall 2023 Recruitment

We are optimistic that we are on track to enroll a cohort of new first-year students that is similar in size to that of the first-year cohorts that we enrolled in the few years prior to the pandemic—approximately 3,100 new first-year students. Our recruitment strategy and a variety of initiatives, including the successful deployment of the Common App platform, have put us in a good position this year, despite a smaller scholarship budget. We have deployed more targeted messaging through marketing and communications efforts, and off-campus recruitment and on-campus activities have been operating at full capacity.

Totals as of May 31, 2023, and for the same week in prior years:

New first-year students—Bellingham

	Applied	Admitted	Confirmed
2023	14,169	12,870	3,357
2022	11,790	10,924	3,419
2021	10,490	10,081	3,092
2020	10,164	9,479	2,930

New transfers—Bellingham

	Applied	Admitted	Confirmed
2023	1,837	1,390	853
2022	1,915	1,449	900
2021	1,769	1,439	943
2020	1,902	1,497	950

New transfers—other locations

	Applied	Admitted	Confirmed
2023	74	56	47
2022	133	94	79
2021	203	103	100
2020	222	99	98

Important notes on New First-year Students for Fall 2023

- The percentage of offers to new first-year students is up significantly (17.8%), and applications from new first-year students are up (20.2%).
- The percentage of applicants who have been offered admission (admit rate) is down modestly, meaning that selectivity is slightly up. (90.8% currently, compared to 92.7% for Fall 2022)
- The percentage of admitted students who have confirmed their intent to enroll (yield rate) is down some, with many more admitted students—a result of the larger applicant pool and the Common App. (26.1% currently, compared to 31.3% for Fall 2022)
- The percentage of first-year confirmed students identifying as students of color is down slightly from what it was at this time in the cycle for Fall 2022. (29.3% this cycle, compared to 31.3% for Fall 2022)
- The percentage of first-year confirmed students identifying as first-generation is recovering from a down year last year and is up from what it was at this time in the cycle for Fall 2022. (24.3% currently, compared to 17.6% for Fall 2022)
- The percentage of first-year confirmed students identifying as Running Start is comparable to what it was at this time in the cycle for Fall 2022. (26.3% this cycle, compared to 26.4% for Fall 2022)

After two months of lighter confirmation activity than we wanted, we saw a late surge in confirmations in the week leading to the May 1st confirmation deadline. The enthusiasm around April's well-attended on-campus yield programs for admitted students and the "sold out" nature of many programs gave us reason to be optimistic about confirmations, but this year's pool was later in making their decisions than is typical. As they currently stand, the count of first-year confirmations ranks among the highest in the institution's history at this stage of the enrollment cycle.

The confirmation numbers are promising, but there are signals (like late confirmations) that students' decisions are still in flux. We will need to continue to work to get them to firm up their decisions.

The proportion of the confirmed first-year cohort who have **Running Start** credits (26.3%) is nearly identical to Fall 2022, though it still trails the pre-pandemic Fall 2019 cohort (31.1%). The effects of the pandemic can still be seen in the percentage of the entering class deemed as "high-credit" (45 or more earned college-level credit hours): this year, only 19.3% have that designation, compared with nearly 25% for pre-COVID cohorts. This will impact demand for 100-level courses and may impact student preparedness for college-level study, possibly increasing time to degree completion. We are encouraged by overall indicators, which suggest that next year's pool (Fall 2024) has returned to Running Start and dual credit programs in larger numbers.

Gains in **international** and **first-generation** confirmations are also noteworthy, reflecting a likely rebound for those populations which experienced significant challenges and disruptions of their journeys during the pandemic.

The decline of **students of color** (as a raw number and as a percentage of the confirmed first-year population) is important to assess. When overlaying geography/territory into this assessment, we can appreciate the impact of nonresident student enrollment on this population (note: May 18th data, with select territories):

FY Confirmations-SOC	Fall 2022		Fall 2023		One-Year Change	
	N	% of Cohort	N	% of Cohort	N	%
Central Washington	69	6.4%	55	5.6%	-14	-20.3%
Eastern Washington	6	0.6%	7	0.7%	1	16.7%
Home School Washington	0	0.0%	1	0.1%	1	#DIV/0!
Island and San Juan	15	1.4%	21	2.1%	6	40.0%
King County East	131	12.2%	121	12.2%	-10	-7.6%
King County North	88	8.2%	98	9.9%	10	11.4%
King County South	123	11.4%	96	9.7%	-27	-22.0%
Pierce County East	35	3.3%	24	2.4%	-11	-31.4%
Pierce County West	63	5.9%	36	3.6%	-27	-42.9%
Skagit County	35	3.3%	21	2.1%	-14	-40.0%
Snohomish County	125	11.6%	127	12.8%	2	1.6%
Southwest Washington	43	4.0%	39	3.9%	-4	-9.3%
Spokane County	22	2.0%	24	2.4%	2	9.1%
The Peninsula	106	9.9%	116	11.7%	10	9.4%
Whatcom County	59	5.5%	72	7.3%	13	22.0%
All Washington	920	85.5%	858	86.7%	-62	-6.7%
Alaska	19	1.8%	10	1.0%	-9	-47.4%
Arizona	3	0.3%	3	0.3%	0	0.0%
California North	23	2.1%	12	1.2%	-11	-47.8%
California South	19	1.8%	13	1.3%	-6	-31.6%
Colorado	15	1.4%	12	1.2%	-3	-20.0%
Hawaii	7	0.7%	9	0.9%	2	28.6%
Idaho	3	0.3%	3	0.3%	0	0.0%
Oregon	18	1.7%	15	1.5%	-3	-16.7%
All Western States	121	11.2%	93	9.4%	-28	-23.1%
GRAND TOTAL	1076	100.0%	990	100.0%	-86	-8.7%

Data in the table above suggests that, generally, students are choosing to stay closer to home—a theory supported by noting that of the overall drop of 86 confirmations from students of color, 28—a full third (32.6%)—were from western states.

A recent article from *Inside Higher Education*, “[The Students Who Aren’t Coming](#),” points to this year’s challenges in enrolling students of color and male students. In it, the author references a survey of 25,000 high school seniors and the gaps between those who aspire to attend college and those who think they will go, with the sidebar for more pronounced gaps in responses by male, Black, and Latine students. According to the study, there is growing concern that students are struggling in “navigating the pathway to ‘the college dream’ [that] has become increasingly difficult.”

Our data in the table below—featuring the proportion of first-year confirmations by race/ethnicity and gender—generally support the findings highlighted in the survey.

Category (Proportion of Total)	2023	2022
Black/African American	3.4%	4.3%
Native American/Alaska Native	1.3%	1.7%
Hispanic/Latino	11.9%	12.5%
Asian	10.9%	11.0%
Hawaiian/Pacific Islander	0.8%	0.5%
Two or More Non-Hispanic Races	1.0%	1.2%
Total Students of Color	29.3%	31.3%
Caucasian	69.0%	67.4%
International	0.7%	0.5%
Race/Ethnicity Unknown	1.0%	0.8%
Male	40.5%	41.2%
Female	59.0%	57.7%
Unknown Gender	0.5%	1.1%

We have reached out to colleagues at peer institutions to get a better sense of this issue across higher education. In addition to that feedback, more analysis is needed to better determine what factors may have influenced student choice.

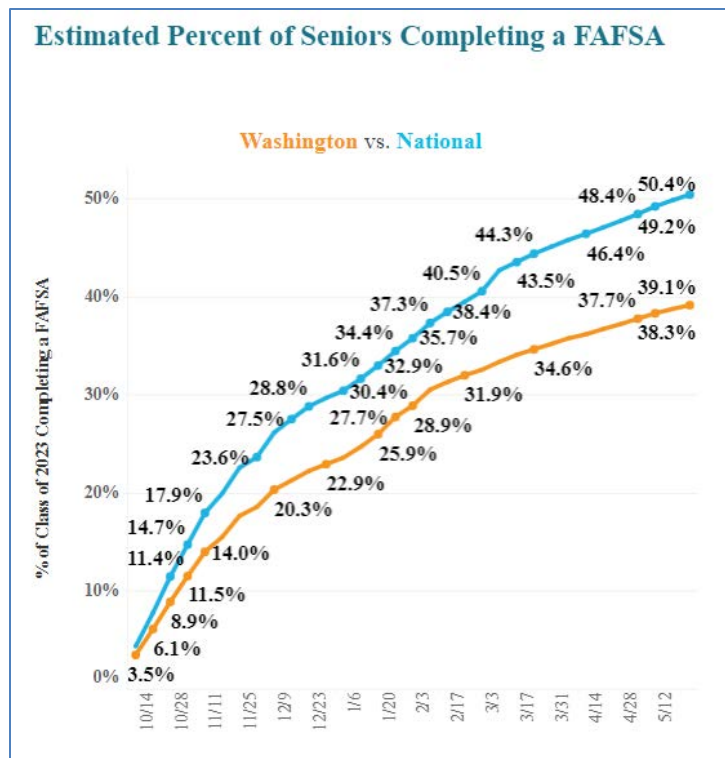
Meanwhile, we are engaged with tactical activities to firm up confirmations for this and other populations, including the repurposing of unused recruitment scholarship dollars, and the welcoming of students of color and their families for an on-campus event, *Being BIPOC at WWU*, hosted by Admissions and in collaboration with the ADEI Unit, Multicultural Student Center, and Ethnic Student Clubs.

FAFSA/WASFA submissions are another important indicator of interest and commitment to Western.

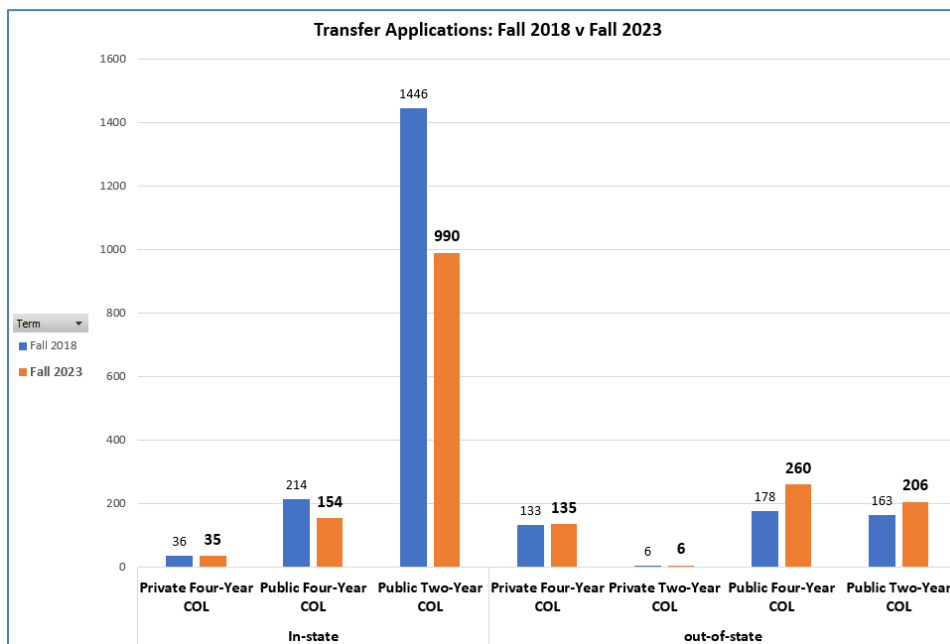
With over 70% of Western’s first-year applicants—and over 80% of confirmed students—submitting a FAFSA, we compare particularly well with statewide trends. Across Washington, nearly 8% more high school seniors have applied for financial aid compared with last year’s high school class—a positive sign of student and parent engagement, and a good sign for the state. However, when looking at nationwide statistics for 2023 high school seniors, our state ranks 45th in the percentage of students (39.1%) submitting an application for financial assistance.

Source: *FAFSA Tracker*, sponsored by the National College Attainment Network at

<https://formyourfuture.org/fafsa-tracker/>.



Previous reports and updates have highlighted the continual struggles of the state’s Community and Technical Colleges, resulting in challenges in our ability to sustain recruitment and enrollment efforts targeting **transfer students**. The chart below casts a different light on these, highlighting the downward trend (compared with Fall 2018) of students applying from in-state institutions, and a slight upward trend of applicants from out-of-state schools.



Overall, community and technical colleges’ fall enrollment figures were bolstered by high school students enrolling in dual-credit classes (i.e., Running Start) in larger numbers than in recent years. Statewide trends, however, continue to mirror national narratives, pointing to the two-year sector as the hardest hit by the pandemic, and the slowest to recover from its effects. This

recovery is further exacerbated by the economy, as positive economic factors tend to mean lower enrollment for community and technical colleges. Currently, overall positive employment indicators support this trend.

Fall 2024 Outlook

During May, we hosted several *Junior Visit Days*. They were well-attended programs which, along with other on-campus activities, frequently ran at capacity and captured the appeal and interest in Western's educational opportunities, location, and community.

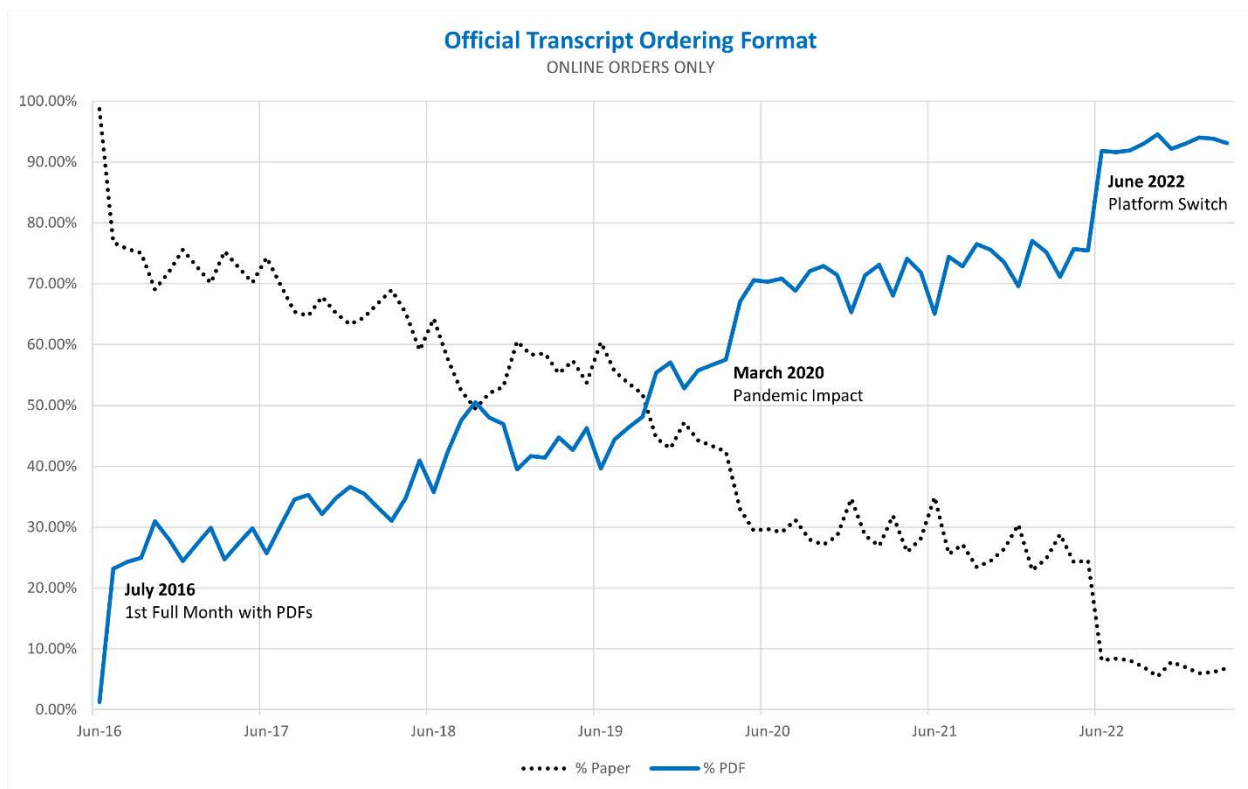
In addition to rolling out elements of the Strategic Enrollment Management plan, other aspects of work to be completed have us contemplating the opportunities for bringing in the entering 2024 class:

- Expanding the Washington Guaranteed Admissions Program alongside peer institutions and the Council of Presidents;
- The implementation of data sharing and messaging for prospective 9th-12th graders from across Washington;
- Piloting outreach programs for younger students (6th-8th grades) through partnered agreements (e.g., AVID, TRIO, community-based organizations);
- Supporting broader rollout of a new FAFSA and managing the late release of the 2024-25 FAFSA by the Department of Education;
- Expanding use of the Common App; and
- Integrating additional features and functionalities of Slate CRM.

III. Registrar

Transcripts

Since the Registrar's Office first provided official electronic (PDF) transcripts through the Credentials Solutions ordering platform in June 2016, the university has seen a dramatic shift from paper to PDF as the preferred format for transcripts ordered by current and former students. After just two years of offering electronic issuance, by May 2018, electronic transcripts represented nearly 1/3 (31%) of all transcript orders. Less than two years after that, in March 2020, PDF had grown to be the primary format, making up over 57% of the transcripts issued. The COVID-19 pandemic shutdowns further accelerated the switch from paper to electronic transcripts for most credentialing purposes as transcript recipients moved to remote operations. By the end of the 2019-2020 academic year, PDF transcripts made up over 70% of transcript orders. Two years later, at the end of the 2021-22 academic year, Western moved from the Credentials Solutions platform to Parchment, after a merger of the two companies. The new ordering platform defaults to electronic issuance, which brought another major shift in the issuance rate for electronic versus paper. After one month on the Parchment platform, the PDF format went from 75% of orders in April 2022 (the last full month on Credentials) to more than 91% of the transcripts issued by Western in June 2022 (1061 PDF versus 94 paper). PDF issuances have stayed higher for the full 2022-23 academic year, averaging almost 93% of issuances each month through March 2023, including a one-month high of almost 95% in October 2022 (94.5%).



Catalog

The [Western Washington University Catalog](#) was recently honored for excellence in catalog design and management by one of the industry leaders in higher education engagement platforms. Modern Campus, a software vendor based out of California and Toronto, Canada with nearly 2,000 customers, identified Western as having one of the top 10 catalogs from more than 800 postsecondary institutions. Digital catalogs were reviewed and recognized on criteria including effectiveness in engaging students, ease of navigation, and more. The 2023-24 University Catalog was published on May 1st and includes detailed information on several new programs and courses, and a new category for programs by location that allows viewers to find all degrees offered by location.

Web4U: Banner 9 Self Service

The Registrar's Office has implemented the newest version of Banner, enhancing Web4U to bring modernization and improvements to course registration and student communications. Launched on April 11th, the enhanced Web4U registration system meets web accessibility standards and provides users with a mobile-friendly interface. This upgraded registration platform introduced a set of modern tools to help students find and register for their courses. Additionally, the updated registration system now provides students an integrated way to plan course schedules in future terms and register directly from these plans.

The new Browse Classes feature provides a convenient way to identify classes for both the current and future terms. This search tool allows users to find courses that meet degree requirements, plan out courses that work with their schedules, and see when a desired course will be offered next. In the new Web4U, students can view their assigned registration date/time, ensure no holds are on their accounts, and verify degree and program details.

In conjunction with the new registration platform, the Registrar's Office is now leveraging a new communication tool, Banner Communication Management (BCM). The new BCM tool allows the Registrar's Office the ability to send automated, targeted, and information-rich communications

(email and text) to students ensuring they receive the critical information they need to make timely decisions.

Commencement

We will be celebrating the graduation of nearly 2,900 students from the Winter 2023, Spring 2023, and Summer 2023 terms in our June Commencement ceremonies on June 9, 10, and 11. We expect almost all ceremonies to be at capacity, as the almost 2,300 students who will be attending have submitted information that they will be bringing a total of almost 19,000 guests. We are excited to be hosting the ceremonies in a way that allows students to have more family and friends come to campus to celebrate their graduation with us.

The schedule and other details about commencement can be found on the Registrar's website at <https://registrar.wvu.edu/june-commencement>.

IV. Student Aid

Financial Aid Closeout 2022-23, Summer Awarding and 2023-24 Awarding

The Financial Aid department is in the process of closing out 2022-23 academic year awarding, calculating summer awards, and awarding first-year and transfer students who are late in submitting and completing their Free Application for Federal Student Aid (FAFSA) or Washington State Financial Aid Application (WASFA). In addition, Financial Aid is working with Admissions to award students who will receive additional scholarship assistance to shore up commitments for this fall. Awards for first year and transfer students will be updated in accordance with finalized tuition and fee figures in June, and continuing students will be awarded soon thereafter.

Financial Aid is pleased that SB 5079 passed, with provision that the State's Office of Financial Management calculate and transmit the maximum annual increase in tuition operating fees for resident undergraduate students by Oct 1st of each year for the following academic year. We anticipate that setting tuition earlier will decrease the need to repackage as many new students in future years.

2023-24 Washington State Aid

The Washington State Legislature extended maximum Washington College Grant eligibility beyond 60% to 65% of the median family income (MFI), which will place over \$3,180 in additional state grant assistance in the hands of students who are ineligible for the College Bound scholarship program.

To provide context for the impact, the maximum Washington College Grant for 2023-24 is \$7,950 and a non-College Bound Scholarship eligible student who fell within 61%-65% MFI would have only received \$4,770 in Washington College Grant funding. The eligibility expansion, however, provides students with an increase of \$3,180.

We are also pleased to report that the state legislature authorized continuation of the Washington State Bridge Grant pilot program for 2023-24 and expanded Bridge Grant eligibility from 0-60% MFI to 0-65% MFI. Bridge Grant awards are \$500 per year for needy resident students enrolled in at least 3 credits who are not eligible for the College Bound Scholarship program.

In addition, the state legislature authorized students in three specific public benefit programs as having met financial need for maximum Washington College Grant funding without being

required to complete a FAFSA or WASFA. Students who meet such eligibility include those who receive the following:

- Aged, blind, or disabled assistance benefits
- Essential needs and housing support program benefits
- Pregnant women assistance program financial grants

Students who meet eligibility under these new criteria are awarded under “Washington College Grant – Connect”. The Washington Student Achievement Council is reviewing other public benefit programs and may expand the list this summer.

Scholarship Processing Software

Financial Aid, Enterprise Application Services, and University Advancement recently recommended the purchase of Scholarship Universe--Campus Logic software offered by Ellucian, to replace institutionally-written scholarship processing software. The new system will aid in centralizing scholarship management and communications campus wide. In addition, students will enjoy an enhanced online application experience and gain access to a multitude of scholarship opportunities via scholarship search features.

Scholarship Applications Nearing Pre-COVID Levels

Western’s Scholarship Center reports that the number of scholarship applications for the upcoming year is nearing pre-COVID levels, supported by the Scholarship Fair and other outreach provided to encourage students to apply. The Scholarship Center’s application deadline for the majority of WWU non-departmental scholarships was May 1st. Students turning in their scholarship applications were met with a celebratory atmosphere, including enthusiastic staff greetings, cookies, and balloons.

Career, Internship and Education Fairs

Student Employment partnered with the Career Services Center to provide the Career, Internship and Education Fair in Western’s Student Rec Center on May 18th from 1-5 p.m. Featured employers from Whatcom and Skagit counties provided information about full-time, part-time, summer, and seasonal jobs and internships. Student Employment provided information about part-time on- and off-campus student employment opportunities, including positions funded via work study, Western departments, and non-Western employers in Bellingham and the surrounding community. This is the second such fair that Student Employment and Career Services partnered on this year. The first was held on April 20th from 1-5 p.m. in the Viking Union.

Higher Education Emergency Relief Fund (HEERF) Grant

Financial Aid and the Student Business Office collaborated to re-award the last of the Federal HEERF funding to students with exceptional financial need. This final batch of awards resulted from funds that became available because of returned or undeliverable funds.

Beginning in May 2020 and over a little more than three years, HEERF allocations have totaled \$27,742,616. A total of 33,164 individual HEERF awards were made to 11,634 Western students. Of the 11,634 recipients and \$27,742,616 in disbursements, 6,837 students (58.8% of total unduplicated recipients) were first generation or students of color, receiving \$17,776,038 (64.1% of total HEERF dollars). Unduplicated HEERF grant recipients with calculated financial need derived from the FAFSA (Free Application for Federal Student Aid) or WASFA (Washington State Financial Aid Application) totaled 10,393 (89.3% of total unduplicated recipients) with \$26,073,420 in HEERF grant disbursements (94.0% of total HEERF dollars). The 1,251 HEERF grant recipients without calculated financial need from the FAFSA or WASFA

who received \$1,669,196 in HEERF monies had situational need, typically resulting from expenses related to the COVID pandemic, which qualified them for funding.

Federal Student Loans

The pandemic-prompted pause on repaying Federal student loans will expire 60 days after a Supreme Court ruling on the Federal debt forgiveness proposal, anticipated in June. Financial Aid will reach out to borrowers entering repayment to remind them of repayment requirements and provide information, including an invitation to contact us for help.

The U.S. Department of Education announced that as of the beginning of May 2023, \$42 billion in Public Service Loan Forgiveness (PSLF) was approved for more than 615,000 borrowers since October 2021. This was the result of temporary changes to PSLF that were made by the Biden-Harris Administration, making it easier for borrowers to qualify for forgiveness.

One-time student loan debt relief remains blocked by the courts, pertaining to borrowers with loan balances prior to June 30, 2022. Borrowers who received a Federal Pell Grant and met specified income requirements may receive up to \$20,000 in debt relief; those who did not receive a Federal Pell Grant who met specified income requirements may receive up to \$10,000 in debt relief.

V. New Student Services/Family Outreach

Orientation, Advising, and Registration (OAR) Programs for New Students

Planning for Fall Orientation, Advising, and Registration is in full swing in preparation for new students and their families. With the passing of the May 1st confirmation deadline, NSSFO continues to build the reservation system and communications plan for new students and their families for the upcoming Advising & Registration (A&R) Sessions. The Fall A&R Sessions will be held virtually, hosted by the Academic Advising and Student Achievement Center staff, with NSSFO providing daily operations support, reservation and records management, communications, and participant support. Reservations for the Fall A&R Sessions will open on June 6th, and feature five sessions in July for new transfer and post-baccalaureate students (sessions not required for these students), and these are followed by 17 sessions for new first-year/running start students (sessions required for these students).

New student and family outreach efforts this summer will include a pilot series of new on-campus orientation events for new students and families. The series, titled “Chart Your Course”, will feature content themes reflecting core Western initiatives, values, and student development needs, including academic success, health and wellbeing, diversity and inclusion, career preparation and exploration, first-generation student and family outreach, and more. The Chart Your Course events will be held the last three Fridays in July and the first three Fridays in August. Events will have a foundational format that includes an Opening Welcome featuring speakers from First-Year Experience programs; the Counseling, Health, and Wellness Unit; and the Access, Diversity, Equity, and Inclusion Unit. Additional presentations, departmental open houses, guided tours, drop-in appointment hours, and resource fairs will allow participants to explore spaces and resources and connect with staff in a more personalized way that supports their journey at Western, and helps students complete important required and recommended tasks related to new student onboarding. Each in-person program will be limited to 100 students with up to two guests per student, and there will be no fee to attend.

The primary goals of the events are to foster a sense of belonging and connection to the people and place that are the Western community, deepen students’ and families’ knowledge of resources and services, and inspire and strengthen students’ confidence in their readiness to

begin their academic career at Western. These pilot events will also feature components of assessment and reflection post-event to determine quality of impact and engagement.

Family Outreach

Family Outreach support has increased since the Admission's Admitted Student Days events in April. The NSSFO Family Outreach Manager (FOM) is preparing a slate of individual consultation appointment times over the spring, summer, and early fall where parents and family members of new students can sign up for a time to receive recommendations, referrals to campus services, and conversational support regarding common tasks, topics, and developmental needs new students and families experience before a student's first quarter. The FOM has also worked closely with University Communications to produce our annual WWU Family Calendar, available for all new students, as well as content for our website and resource guides, including translation services from English to Spanish for key printed materials.

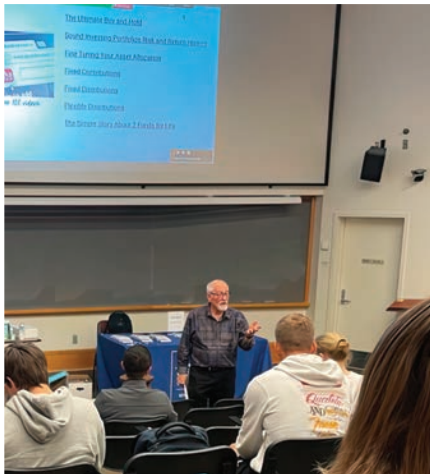
Planning and contracting for Western's annual Fall Family Weekend continues. The event dates for 2023 Fall Family Weekend are October 20-22, 2023.



UNIVERSITY ADVANCEMENT REPORT JUNE 2023

GIFT FROM ALUMNUS PAUL MERRIMAN PUSHES FUNDRAISING PAST \$22 MILLION

Paul Merriman ('66) has made a \$3.6 million commitment to Western to support Financial Literacy initiatives across campus and the greater Whatcom County community. Their generosity, combined with a \$5 million gift earlier in the year from Paul ('80) and Katy Rady to boost the Geology program, has pushed the WWU Foundation's fundraising total to more than \$22 million, exceeding the original \$21 million goal and eclipsing the \$17.4 million raised in the 2021-22 academic year.



Paul Merriman teaching
Strategies for Financial Success on campus

For years, the Merrimans have made a significant investment of resources and time to help students, faculty, staff and alumni become better educated about their financial wellness. Coupled with professors with a wide range of expertise, Western has developed a strong core of curricular and extra-curricular activities, including the Financial Literacy first-year seminar courses and the 200-level Personal Investing class.

The new Financial Education and Wellness Program will empower all students and community members to navigate their finances in a way that supports their overall well-being through a model of K-12 to community engagement with Western as the facilitator of learning opportunities. Information and tools will be available to students, graduates and community members to make it easy to plan for a successful financial future.

The program will also provide life-long access to financial wellness, beginning with those educating K-12 youth, continuing with outreach to high school students, serving Western undergraduates and graduates and remaining a resource for community members. To measure success, the on-line platform iGrad will provide regularly updated content and a built-in reporting tools to assess and track learning outcomes and behavior changes.



Melinda Assink

PROVOST'S OFFICE STAFF GIVES FOR STUDENTS

Melinda Assink, executive assistant to the Provost, takes a very supportive and personal approach to WWU Give Day every year—she asks the student employees in the Provost's office what clubs, teams, departments, programs, or scholarships they would like to support and she donates in their names to those funds.

"I find out what they are passionate about. I typically give to four groups," she said.

Assink says the idea was an epiphany she had one day. "The two student employees I started doing this with were Edward Kiolbasa, WWU Cross Country Team, and Hannah Okotcha, WWU National Society of Black Engineers."

This year, Assink is giving in honor of biological anthropology major Abby Seay (anticipated graduation in 2025), whose area of interest is the Outdoor Center and political science and anthropology double major Dibora (Della) Markos (anticipated graduation in 2025-26), who is passionate about The Blue Group and the Black Student Union.

The students are very honored for the investment in their interests. "I love doing it, and it's meaningful for them," Assink said.



Dibora (Della) Markos ('25-26)



BACK² B'HAM

ALUMNI & FRIENDS WEEKEND
MAY 19-21, 2023

1,558

TOTAL REGISTRATIONS FOR BACK2B'HAM*

650

TICKETS FOR
ASHLEY JUDD

350

ATTENDEES FOR
THE TITLE IX
BRUNCH AND
LETTER CEREMONY;

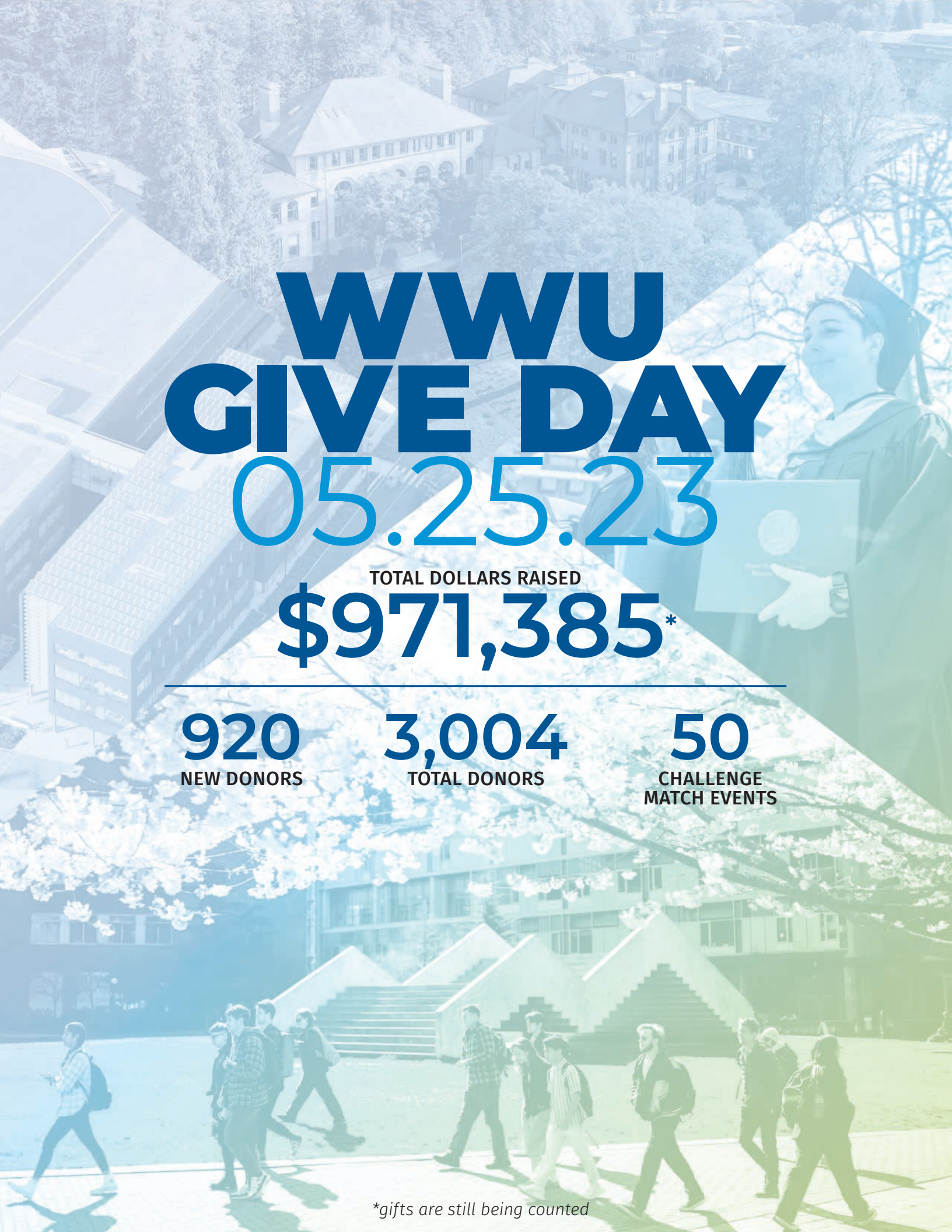
200

WOMEN RECEIVED
THEIR WWU
LETTERS

450

ATTENDED
REUNIONS

**preliminary numbers*



WWU GIVE DAY 05.25.23

TOTAL DOLLARS RAISED

\$971,385*

920

NEW DONORS

3,004

TOTAL DONORS

50

CHALLENGE
MATCH EVENTS

**gifts are still being counted*



Capital Program Report
Board of Trustees
June 8, 2023

MAJOR / INTERMEDIATE CAPITAL PROJECTS

Electrical Engineering and Computer Science

Western is working with Perkins&Will, the design consultant, and Mortenson Company, the GC/CM contractor. Notice to proceed to start work was given to the contractor on April 14, 2023. Utility infrastructure work is in progress and foundation aggregate pier installation will start early June. The groundbreaking ceremony was on May 20, 2023. The latest amendment to include a construction contract for tenant improvements for four labs is being awarded. The building is scheduled for occupancy in Winter 2025.

Birnam Wood Siding & Bridges PH 1

This project will replace the bridges and siding at Stacks 3 and 4, along with windows and siding on the Community Building at Birnam Wood. The Contractor, CDK Construction Services, mobilized on site on April 24, 2023. Work is currently focused on the east, south, and west exterior walls of both Stacks, leaving the north side (bridge side) unobstructed for occupant access. Limited staging areas are set up in parking lot and scaffolding is installed, siding demolition and abatement is nearly complete and sheathing repair and ant treatment is underway. Occupant safety is top priority; Stacks 3 and 4 will be vacated after commencement for bridges and north wall siding replacement.

Science, Math & Technology Education Building (SMATE) Envelope Remediation

This project will provide the following improvements at the Science, Math, and Technology Education Building (SMATE): replace the roofing, repair leak in the south façade, and seal and repair the masonry. The design firm is HKP architects. The contractor, Tiger Construction, will begin construction on June 12, 2023, after commencement.

Fairhaven Recording Studio

This project will create a recording studio adjacent to the lobby of the Fairhaven Academic Building. Bid opening was May 10, 2023, and the construction contract was awarded by Delegation of Authority to Tiger Construction. Construction is scheduled to begin June 12, 2023, and to be Substantially Complete in October 2023.

Multiple Building (MB) University Residences (UR) Access Controls & Telecom

This project will provide new access controls to existing doors and new telecom room power receptacles in multiple University Residences buildings across campus. The project was awarded to Valley Electric. The contractor is currently finishing work in the Ridgeway Complex. Construction began in June 2022 and is scheduled to be completed in Fall 2023.

Multiple Building (MB) Security, Access Controls, and Fiber Upgrades

This project will provide new access controls in existing academic buildings and upgrade fiber backbone cabling between buildings. The project designer is Hargis Engineers, and the general contractor is Dutton Electric Company. The contractors are beginning raceway installation in the Biology and Chemistry Buildings. The project is scheduled to be completed in Fall 2023.

Fairhaven Hydronic Pipe and Valve Replacements

This project will replace below slab piping with modern materials to ensure building heat is provided throughout Fairhaven Stacks 1, 3, 6, 7, 8 and 9. Additionally, the project will replace baseboard heating valves to ensure that heating is balanced throughout the stacks. The contractor is CDK Construction Services. Work will begin on May 30, 2023, and the project is scheduled for completion in mid-August 2023.

House of Healing

In partnership and close collaboration with Coast Salish tribal nations and the WWU Native American Student Union, this project will provide a Coast Salish Longhouse-inspired facility. The facility will serve as a gathering and ceremonial space for Native students and Coast Salish tribal nations throughout the Salish Sea region, and to educate everyone about the rich history and culture of our local Native Tribes. The facility will be located in an existing open meadow on the edge of the Sehome Hill Arboretum, which is adjacent to the campus and jointly managed by the University and the City of Bellingham. The project is currently in design with the Design Build team of Wellman & Zuck and Rolluda Architects. The Design Build team has completed schematic design phase and is moving into design development. Construction is scheduled to start early spring 2024 and to be complete by summer 2025.

Strategic Visioning and Capital Development Plan

The Request for Qualifications process for a consultant team concluded, and a partnership between NAC Architecture and Walker Macy (a landscape and planning firm) was selected. Approval of the contract with NAC Architecture is an action item for the June 9, 2023 Board meeting. The plan is expected to be completed around Fall 2024. The consultant team will be focused on background research and analysis this summer, as well as planning a comprehensive stakeholder engagement effort for Fall and Winter 2023-2024.

2023-2025 Capital Budget

The Capital Planning and Advisory Committee, Sub-Committees, Working Group, and Vice Presidents have created the 2023-2025 Capital Request and Ten-Year Capital Plan (Plan). The final version of the Plan was presented to the Board of Trustees in June 2022, where the portion of the Plan that pertains to state-funded projects was approved, and comments were taken on the non-state projects.

The project proposals were submitted to the Office of Financial Management (OFM) in August 2022. The Ten-Year Capital Plan and Two-Year Capital Request was submitted to OFM in September 2022. In May, the Governor signed the final 2023-2025 Capital Budget, ESSB (Engrossed Substitute Senate Bill) 5200, which includes the following appropriations for Western:

- Student Development and Success Center: \$47,950,000
- Minor Works Preservation: \$4,888,000
- Access Control Security Upgrades: \$6,250,000
- Environmental Studies Renovation: \$500,000
- Classroom, Lab, and Collaborative Space Upgrades: \$1,500,000
- Minor Works Program: \$3,000,000
- Heating Conversion Project: \$10,000,000 (funded with the Climate Commitment Account)
- Preventative Facility Maintenance and Building System Repairs: \$3,614,000

An action item requesting the Board of Trustees to accept the 2023-2025 Capital Budget will be brought to the June meeting.

For more information regarding the process and development of the Plan, as well as a comparison worksheet that compares Western's capital request to the various proposed budgets, please visit the following website: [2023-25 Capital Budget Request | Capital Planning and Development \(www.wvu.edu\)](https://www.wvu.edu/capital-planning-and-development/2023-25-capital-budget-request).

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Donna Gibbs, V.P. for University Relations & Marketing

DATE: Thursday, June 8, 2023

SUBJECT: University Relations and Marketing Report

PURPOSE: Information Item

Purpose of Submittal:

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

Supporting Information:

Report Attached

WESTERN WASHINGTON UNIVERSITY
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS
AND MARKETING

As the 2023-25 legislative session came to a close, URM was pleased to have two departments recognized with new funding. The Washington Campus Coalition for the Public Good was allocated \$500,000 to support the [Student Civic Leaders Initiative](#). Funds will be used to support student fellows from across the state in developing community-based projects that address one or more of the following community issues:

- Food and housing security
- Mental and community health
- K-16 academic support
- Environmental stewardship
- Prison pipeline reduction

We were also pleased to secure \$150,000 in new state funding for the Small Business Development Center to support the expansion of their innovative new multilingual advising and outreach practice focused on providing guidance and business resources in Spanish. We are delighted to have Dr. Liliana Deck, a lecturer in the university's College of Business and Economics, leading the development of this new service area. Dr. Deck's area of expertise in nonprofit and social marketing, together with her interdisciplinary research focused on migration, family and education in fragile contexts, is critical in serving entrepreneurs dealing with structural barriers. To underscore the need, she is currently working with 30 small business clients from 12 countries in less than a year in the position.

Of note is the fact that the SBDC proposal was included in a much larger legislative ask to support growth and outreach in our graduate programs. The SBDC program was the only one singled out for funding from that omnibus proposal. We believe that the critical high-profile work that the SBDC has undertaken through the pandemic and historic flooding events of 2021 no doubt contributed to the Legislature's decision to grant this funding.

We were, however, disappointed that a collaborative proposal from Web Communication Technologies and Information Technology Services for recurring funding of \$150,000 to support the migration of our Drupal website hosting from on-site servers to a reputable cloud provider was not funded. Currently ITS and WebTech staff spend 10-20 hours per week managing our on-premises website hosting systems, and that time commitment is increasing every month as more sites are hosted and our dated internal tooling struggles to keep up with the growth. By migrating to a cloud host, we were hoping that more time could be spent on providing new and improved services to students and staff rather than infrastructure maintenance. We will continue to explore other funding options as this change is necessary to increase resilience to outages, increase the productivity of our developers, and keep websites up if there is a physical disruption at our on-campus data centers, aligning with the priorities of the university's comprehensive emergency management plan.

MARKETING & COMMUNICATIONS

UNIVERSITY COMMUNICATIONS

University Communications has seen continued progress on its proactive media outreach, its organic (non-paid) social media channel strategy, and publication development in the last two months. Western has logged more than 2.5 million organic impressions across its four primary social media channels in the last two months with strong performance among its professional audience of now more than 104,000 followers on LinkedIn, outpacing all our Washington state peer institutions in engagement by more than 17 percent in the last recorded month. Continued growth and high impressions are also being tracked on Instagram, with an increasing number of non-followers being engaged by our storytelling on that platform, the audience of which skews younger (largely ranging from high school through age groups approaching middle age).

On the earned media front, the department has been actively pitching and distributing a series of stories and news releases which have landed good visibility for the university. These include stories and leading opinion pieces featuring WWU faculty and other experts in the New York Times, Seattle Times, Axios Seattle, the Associated Press, the Puget Sound Business Journal, KUOW and others. Some highlight narratives centered around WWU's environmental science research expertise, Earth Day commentary from the College of the Environment in the Seattle Times, the United States Holocaust Memorial Museum hosting its Meyerhoff Annual Lecture at WWU, and business stories on Kaiser Borsari Hall, the new computer science and electrical engineering building.

The spring edition of Window magazine was published in mid-May, featuring stories about Western's Cybersecurity program, research on ocean plastics and volcanoes, and an adventurous alum who hitchhiked from New Delhi to Seattle in 1960, and who continues to support Western to this day with a scholarship fund supporting single parent students. Our University Advancement partners emailed the digital version of the magazine on May 17 to its entire constituent list, with a 37 percent open-rate and several hundred clicks to read stories in full (these numbers will continue to increase with time).

University Communications also worked with Advancement to send the CASE Magazine Readership Survey to all readers for the first time in several years. In general, readers said Window was a key source of information about Western and the vast majority (84 percent) say they feel more connected to Western after reading the magazine.

The Family Connection Newsletter in March highlighted information about scholarships and housing, while April's edition offered tips from Counseling and Wellness for families to support students with neurodivergences like ADHD. This newsletter continues to see the strongest open rates of any of WWU's owned publications, in the 40-50 percent range.



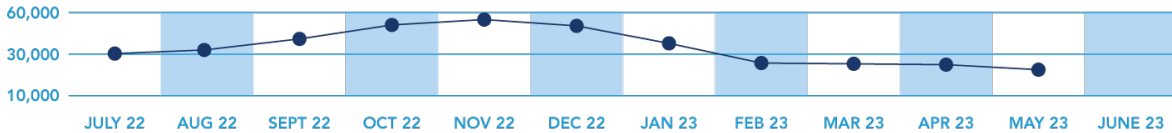
Western Today

Total Sessions
April 20,083
May 17,211

Most-read stories:

- [In Memoriam: Kay Rich](#)
- [In Memoriam: Janai Symons](#)
- [Western to break ground on its first zero-energy building May 20](#)

Total sessions: 37,294
(vs. 61,824 sessions for previous reporting period)
Highest open rate: 22.9%



Earned Media

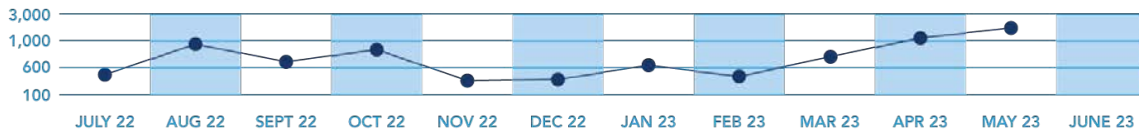
Top-tier stories (Seattle Times, Axios Seattle, KUOW/KING/etc and up): 6 stories

Total Stories
April 1,290
May 1,497

Top Stories

- [The Frenchie becomes a favorite — and a dog-show contender](#) / Associated Press
- [Two memoirs of Chinese-American hunger, three decades apart](#) / New York Times
- [Zero climate solutions without Gen Z](#) / Seattle Times
- [Why is some of our snow turning pink?](#) / KUOW
- [Ask the Dinosaurs: We aren't ready for an asteroid 'big one'](#) / Seattle Times
- [Protect the Salish Sea with a shared strategy between the WA and BC](#) / Seattle Times

Total stories (April-May): 2,787
(vs 1,131 for previous reporting period)



Social Media

Performance for WWU Primary Social Media Channels

Period measured: 03/23/23 – 05/22/23

WINDOW Magazine

Physical copies sent to USA addresses: 120,784

Digital Window sent to all WWU Advancement constituents on May 11, 2023

- Sent: 121,043
- Open rate: 37%
- Total clicks: 1,471
- Top stories clicked: Global Hitchhiker Hardev Singh; A New Life for Ocean Plastics; A World of Shells; Honey-pot Cyber Traps; Digging for Answers.

Digital magazine data for window.wvu.edu for March, April and May 2023.

- Total users: 9,285
- Engagement rate: 93%
 - Engagement measured by users who do at least one of the following:
 - Visit two or more pages.
 - Spend more than one minute on window.wvu.edu.
 - Click through to another WWU link or a WWU Foundation link
 - Scroll down at least 10 percent of the page.
 - Click on a related story.
 - Visit window.wvu.edu for the first time.
- Top-viewed stories:
 - Class Notes: 794
 - Minds of Title IX (winter '23): 417
 - Window to a Solar Future (fall '22): 298
 - Basketball and Bravery (winter '23): 292
 - Mighty Women of Western (winter '23): 265
 - Global Hitchhiker (spring '23): 263
- Average session duration: 46 seconds

UNIVERSITY MARKETING

The University Marketing team is a group of creative professionals dedicated to engaging Western Washington University's audiences through strategic marketing, branding, and advertising. The team is responsible for advancing, managing, and protecting the Western brand. In addition to leading institutional campaigns, Western's University Marketing team works collaboratively to support the branding and marketing needs of our schools, centers, institutes, and administrative departments.

Digital Marketing

As noted in the previous report, University Marketing and Admissions adjusted their marketing strategy for Spring Quarter, pivoting from a focus on applications to prioritizing confirmations from incoming students and to generating prospects for future admissions.

Yield and Anti-Melt Campaigns

Aimed at admitted undergraduate applicants, the yield ads communicated a sense of belonging and excitement and led to [a landing page for confirming enrollment and accessing campus resources](#). The retargeting ads ran from early March until the end of April, with mid-campaign updates to photos and messaging.



Once incoming students confirmed their enrollment at Western, they were served a set of retargeting ads combating "summer melt" throughout May and June. Summer melt is a phenomenon where students who have been accepted into a university fail to enroll or attend in the fall, despite their initial intentions. These anti-melt ads are designed to encourage students to prepare for their arrival at Western and to connect with their student community via social media.



In addition to the ads, University Marketing supported WWU's anti-melt efforts by partnering with WebTech to develop [a redesigned landing page](#). The page was designed to promote Undergraduate Admissions' [#WWUBound social media engagement campaign](#) through the month of May. Starting in June, the page will promote a listicle-style blog featuring community-building tips written by Western student Maddie Gard.

Lead Generation Campaign

University Marketing partnered with Carnegie to engage rising juniors and seniors from both in-state and out-of-state high schools. Recognizing that many students and families plan college campus visits during spring and summer breaks, these ads aim to capture their interest early in their selection process. The campaign will run through June, with periodic updates to the creative content.



The campaign features [brand anthem videos](#) created by the Visual Media team that highlights Western's vibrant student life and appealing location. Versions of the videos are being showcased on Snapchat and in pre-roll ads. Additionally, the Creative Services team within University Marketing designed a set of accompanying graphics emphasizing the physical beauty of WWU's location, and the www.wvu.edu/makewaves landing page was redesigned to meet the needs of prospective students in the early stages of exploring their college options

Campaign Performance and Engagement: April 1 – May 20, 2023

The Carnegie campaign performance metrics outlined below assist the University Marketing staff in reviewing and measuring advertising campaign performance, though we don't rely solely on these metrics to assess marketing effectiveness. We analyze various data sources, including admissions data, brand awareness objectives, and our internal web analytics, to gain a comprehensive understanding of the impact of our organic and paid marketing strategies. The metrics below reflect the performance of our paid campaign in the period spanning April 1 and May 20.

DISPLAY	
Total Impressions	573,741
Total Clicks	801
Total Conversions	78
IP/LOCATION TARGETING	
Total Impressions	592,986
Total Clicks	804
Total Conversions	8
PAY PER CLICK (PPC)	
Total Impressions	61,915
Total Clicks	3,445

Total Conversions	86
SNAPCHAT	
Total Impressions	4,816,499
Total Swipe-Ups	36,449
Total Conversions	77
PRE-ROLL	
Total Impressions	406,519
Total Clicks	71,866
Total Conversions	1
TIKTOK	
Total Impressions	229,056
Total Clicks	730
Total Conversions	0
Impressions Across Strategies	6,680,716
Clicks/Swipe Ups Across Strategies	114,095
Conversions Across Strategies	250

Special Event Promotion

Back2B'ham

In early May, University Marketing supported Advancement and the Foundation for Western Washington University and Alumni in their promotion of Back2B'ham alumni weekend. This year's keynote speaker was actress, activist, and humanitarian Ashley Judd, and Advancement expressed interest in promoting the free event to both WWU alumni and the community.

Using graphics provided by Ms. Judd's team and Advancement, University Marketing ran two LinkedIn ads between April 1 and April 14. Both ads encouraged registration, linking to <https://alumni.wvu.edu/back2bham>.



BACK2B'HAM LINKEDIN CAMPAIGN	
Total Impressions	75,561
Total Website Visits	603

Web Content Strategy

University Marketing plays a key role in assisting WebTech and departments with web content strategy by optimizing content for search engines, ensuring consistency with branding and messaging, identifying and clarifying audience needs, and implementing effective calls-to-action to drive user engagement and conversions.

Main Site Navigation Improvements

In April, University Marketing was invited to participate in a committee charged with exploring how to improve resource navigation among Western Washington University students. The committee identified the main site web navigation as an area that could be improved. University Marketing audited our current main navigation structure, compared it to other peer institutions, and proposed a modified, more organized hierarchical structure and taxonomy. University Marketing will work with other members of the committee to apply the new navigation structure to the website as deemed appropriate.

Search Engine Optimization

Western's University Marketing team partnered with Carnegie to apply Search Engine Optimization (SEO) best practices to a number of webpages that have the potential to further contribute to our organic search performance. Pages were selected based on a number of factors, including existing traffic patterns and unique recruitment opportunities. The following pages are currently being reworked for a launch prior to the 23/24 academic year.

- Main Site: About Western Washington University (new page)
- Main Site: Student Life (new page)
- Main Site: [Financial Aid](#)
- Main Site: [Visit](#)
- Main Site | Major: [Cybersecurity](#)
- Main Site | Major: [Biology](#)
- Graduate School: [Apply Now](#)
- Graduate School: [Rehabilitation Counseling](#)

- Western Online: [Home Page](#)

Brand Management and Creative Services

In addition to providing the creative for campus-level campaigns, the University Marketing team works with academic and administrative teams across Western's various campuses and locations to manage the University's brand. This includes the development of design elements and ensuring adherence to Western's brand standards.

In April and May, the University Marketing team created brand identities and creative services for the following Western offices:

- Academic Advising and Student Achievement Center
- Academic Technology and User Services
- Career Services Center
- Center for Economic and Business Research
- Civil Rights and Title IX Compliance
- College of Business and Economics
- Community Relations
- Education Leadership
- Elementary Education
- English Department
- Enrollment and Student Services
- Facilities Development and Operations
- Fairhaven College of Interdisciplinary Studies
- Foundation for Western Washington University and Alumni
- Human Services
- Multicultural Student Services
- New Student Services/Family Outreach
- Outreach and Continuing Education
- Political Science Department
- President's Office
- Registrar's Office
- Risk Management and Compliance
- Small Business Development Center
- Speech-Language and Hearing Clinics
- Student Publications (*Planet Magazine*, *Klipsun Magazine*, *Jeopardy*, *Occam's Razor*)
- Student Success Initiatives
- University Communications
- University Residences
- Western Gallery
- WWU Athletics

VISUAL MEDIA PRODUCTION

Optimizing and Facilitating Efficiencies

Our team of two visual journalists shoot many gigabytes of footage across campus weekly and share them with collaborators across the university in a nimble and efficient manner on our EVO Media Server. Recently, they began a project to archive deprecated media to surplus physical drives to streamline and expedite the media server speed and available space. Doing this has saved about 20% of our space and increased server speed and bloat.

University Digital Signage and WINDOW Sharing

We have had success in sharing recent social media videos and assets with the larger university community by including our work on the digital signage system across the main Bellingham campus. About 15 videos at any given time made by URM are shuffling through the sequence of programming. We hope this continues to elevate our work, and we've heard anecdotally that the work is being seen by new groups of students that otherwise hadn't seen the material before. Working with Max Bronsema, URM's Director of WebTech, the team has been working on operationalizing an accessibility focused touch screen in the Old Main 370 hallway space where users can peruse visual assets and interactive apps and files to learn more Western. It is nearing completion, and we hope to have it fully online by early June.

Campus, Student, and Community Imagery

We have begun working on a new project (when time allows) of capturing positive and fun scenes not just on campus, but across our larger community. We are hoping this material can then be used more efficiently when a City of Bellingham-WWU partnered event needs to be promoted. We also anticipate that this additional footage can be used to create short, student-facing social posts about events happening around town to support our downtown businesses and other city and county partners.



Spring is here and the students are out!

In the past quarter, Western students have begun venturing outdoors much more as the weather turns sunny and warm. Here are a few recent shots of WWU coming back to color. Images and video clips like these will be used frequently in campaign and campus communications materials.





Spring/Summer Field Shoot Campaign

With better weather, the Visual Media team is also capturing more scenic and adventurous material of the WWU community out in the world. We have recently begun tagging along with the Outdoor Center on various adventures with WWU students allowing us to garner updated footage and images of our beautiful natural environment for use in marketing and earned communications efforts.





Projects Recently Completed

- [APIDA 2023 Heritage Month Video](#)
- [Teacher Appreciation Week 2023](#)
- [Hidden Silence Lecture Capture](#)
- [2023 Annual Meyerhoff Lecture Capture](#)
- [It's Been Quiet Around Here \(AKA: "The Tumbleweed Video"\)](#) (90% watch rate and 3000+ views on Instagram and Vimeo in first 48Hrs)
- [Civic Leadership Award Interview - Madelyn Osborne](#)
- [Welcome to Spring 2023!](#)
- [WWU ski/snowboard club | Weekend at Baker](#) (12,000+ views on Instagram)
- [A look at WWU's rare modular synthesizer](#)
- [50 Years of Title IX - A WWU Story](#) (Featured in the Spring Window Digital Edition)
- [Anthem: Explore Western Washington University | Go Northwest of Ordinary](#) (Undergrad marketing campaign)
- [Western Recap: Rafting!](#) (Approx 1,000 views)
- [Western Recap: Drones in the Snow](#) (Approx 4,000 views)
- [Western Recap: One Year On in the ISB](#)
- [Western Recap: Hazy Days Over Campus](#)
- [Ecuador & Galapagos Travel Vlog / Longer version for Honors & other interested organizations](#) (Campaign & Window Digital Edition)
- [Student Spotlight: Dani Iwami - "Court to the Kiln"](#) (Campaign, 10,000+ views on Youtube and Social)

Projects in Post-Production

- Sculpture Garden Short Documentary
- First Generation Student Video Interviews

Projects in Production or About to Begin

- Alia Khan Field Science Assignment (Mt. Baker Snow Science)
- Western's Bees (In association with Western Today Student Interns)
- Outdoor Center Field Trips
 - Biking
 - Mountaineering
 - Kayaking
- WWU Energy Studies Project ZeNETH zero-energy tiny house project

- Compass 2 Campus 5th Grade Tour Day
- Student Spotlight: Ethan (Captain of the WWU Cheer Team)
- Student Spotlight: Cameron (Visual Journalist Work Study)
- Longhouse Planning & Building Documenting

WEB COMMUNICATION TECHNOLOGIES (WEBTECH)

Summary

New sites continued to roll out of the WebTech department these past few months including [WebTech's very own](#). WebTech's new site brings together resources that have been found in a variety of locations under one roof, so to speak, and will continue to be used to help content creators around campus as well as other developers stay on the same page regarding best practices.

We worked with WWU Business Services and the Procurement Office to highlight their collaboration with the Small Business Development Center to bring more local vendors to WWU. This partnership has made good progress in securing WWU contracts with 25 new local vendors, and we hope that this new website will help promote and facilitate more business connections in the future.

The work migrate more sites from the legacy CampusWeb host to new systems continues. Compliance completed their integration with Research and Sponsored Projects (RSP) and the Financial Management Association merged into the College of Business & Economics website. These changes make it easier for departments and colleges to maintain consistent quality content across our domain.

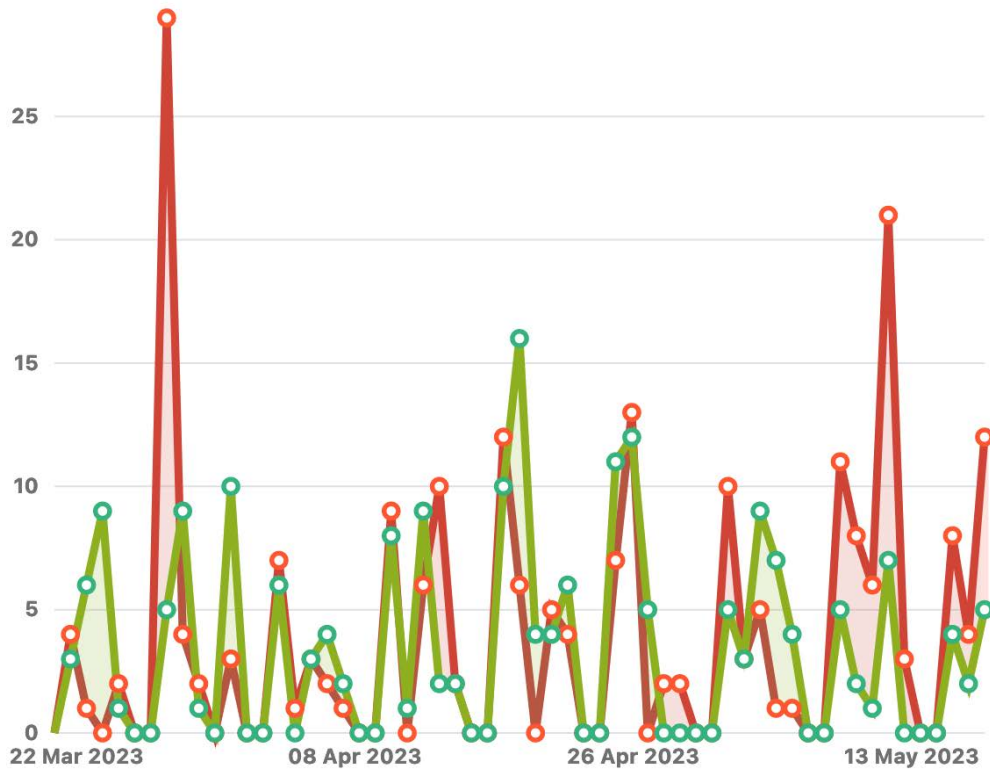
May 18th is Global Accessibility Awareness Day and WebTech promoted it across the university with the help of University Communications and the Disability Access Center. [The webpage this year](#) featured six accessibility advocates that have been doing foundational work at Western over the past five years in digital accessibility. Their impact is felt across the institution, and it is our pleasure to highlight them. We are especially proud to share that in the last year, WebTech has contributed patches to Drupal core, the web platform that runs most websites at Western. One of these patches was accepted and is now [set to release with Drupal version 10.1.x](#). A patch was also [submitted to Webform](#), a module used by many Western websites on Drupal. These fixes benefit thousands of websites in education, business, art, and other sectors who use Drupal and its modules.

WebTech was asked to assess the accessibility of a new version of Web4U (part of the University's MyWestern intranet) and that has generated substantial work. We are working closely with the Project Management Office of Information Technology Services, the Registrar, and HR-Payroll to further triage issues found and create new solutions that work for everyone. The PMO has also engaged us to support the Western Card transition to digital wallets and asked us to research a Study Abroad tool. Our accessibility interns are also doing great work this quarter resurrecting our YouTube Caption Auditor program and deploying CampusWeb sites to Azure after remediating for accessibility issues.

Carnegie Undergrad Recruitment Campaign Traffic

The marketing campaign drove 35,246 new visitors to the wwu.edu domain between March 21st – May 18th. That is a 176.5% increase from the year-ago period! The most highly trafficked page, appropriately has been <https://www.wwu.edu/makewaves>, our main marketing landing page. It represents approximately 10% of **all** traffic to the wwu.edu domain. Snapchat alone drove 18,499 new visitors to the website, nearly all that traffic landing on the Make Waves marketing page.

WebTech Workload



Issues in the last 57 days (grouped daily)

[View in Issue navigator](#)

○ Created issues (230)

○ Resolved issues (203)

WebTech has had consistent workloads over the prior period. Our velocity has increased as evidenced by the number of issues resolved. The end of the academic year always increases the request for website launches and process changes required for incoming students. WebTech does our best to support these imminent needs.

WebHelp, our email support line thankfully lessened to 500 emails over this period, down from 646 prior.

UNIVERSITY RELATIONS

COMMUNITY RELATIONS

Notable projects and connections that enhance WWU visibility, improve community access, and increase community-to-university partnerships.

Hidden Silence: How Does Education Shape a Nation?

On Thursday, April 6, WWU's University Relations and Marketing Division supported the promotion and execution of a special WWU event that addressed the long-term impacts of residential and

boarding schools for Native people in the U.S. and Canada. Community Relations led the coordination of the event's execution. 200 guests filled Miller Hall's largest lecture hall including WWU students, students from Northwest Indian College and NWIC President Justin Guillory and his family. A recording of the event can be found at <https://www.wvu.edu/hidden-silence>.

Meyerhoff Annual Lecture

The following day, on Friday, April 7, WWU's Ray Wolpov Institute for the Study of the Holocaust, Genocide, and Crimes Against Humanity co-hosted the Annual Meyerhoff Lecture with the United States Holocaust Memorial Museum. Community Relations led the coordination of the event's execution which included livestreaming to a national audience. 200 guests attended the evening's live lecture in Fraser Hall on Western's campus and many hundreds more tuned in to the livestream. The recording of the event can be found on both the U.S. Holocaust Memorial Museum and WWU web sites. <https://www.wvu.edu/meyerhoff-annual-lecture>

Local Industry Career Fair

Community Relations collaborated with WWU Career Services to host Western's first-ever Local Industry Career Fair. This fair was created to bridge student and alumni employment opportunities with local industries and support local workforce needs. The Director of Community Relations worked with the Whatcom Business Alliance, Bellingham Regional Chamber of Commerce, Economic Development Alliance of Skagit County, Downtown Bellingham Partnership, Team Whatcom, and other community partners to promote the event to local businesses. 30 Whatcom and Skagit County Businesses participated including Janicki Industries, WECU, BP, Unity Care NW, Lummi Nation School, PeaceHealth, City of Bellingham and Cascadia Daily News.

APIDA Heritage Month "Stories that Shape Us"

May is Asian Pacific Islander Desi American (APIDA) Heritage Month. The Director of Community Relations facilitates a group of seven community partners called the Community Consortium for Cultural Recognition. The partners include Northwest Indian College, Bellingham Technical College, Whatcom Community College, Bellingham Public Schools, the City of Bellingham and PeaceHealth. This Consortium creates cultural and heritage events throughout the year that educate and encourage participation, amplify systemically marginalized voices in civil rights advocacy, and increase community participation in the fight for basic human rights.

On Wednesday, May 24, the Consortium hosted an APIDA celebration themed "Stories that Shape Us." The event featured two student emcees from Sehome High School and Whatcom Community College and traditional cultural performances by WWU's Pacific Islander Student Association and Vietnamese Student Association. Music was provided by students from Bellingham's Squalicum High School and a featured keynote was given by community organizer and co-founder of the Whatcom Racial Equity Commission, Shu-Ling-Zhao. This event was just one of many events hosted by WWU and community partners throughout the month of May. www.wvu.edu/apida.

Recipient of Philip E. Sharpe, Jr. Community Engagement Award

The Community Consortium for Cultural Recognition was selected as the recipient of the Sharpe Community Engagement Award presented at WWU's Celebration of Excellence ceremony on May 25, 2023. The Consortium, which was created by Community Relations in collaboration with six other community partners, hosted four community events this year recognizing Indigenous Peoples' Day, Martin Luther King, Jr. Day, Women's History Month, and APIDA Heritage Month. This collaborative effort included the pooling of \$40,000 to fund local and nationally known speakers, provide traditional meals and performances, and livestream events to those beyond the local

community. More than 1,000 community members, students, faculty, and staff attended these events throughout the year which wouldn't be possible without this impactful partnership.

Whatcom County Memorial Day Parade

Every year, Community Relations facilitates WWU's entry into the Whatcom County Memorial Day Parade, also known as the Ski to Sea Parade. This community parade draws thousands of community members who line the streets to watch a variety of groups walk, march, and perform. WWU's entry included WWU Cheer, the WWU Waterski Team, WWU's Mascot Victor E. Viking, University Police, and the ever-popular New Orleans-style jazz student band, Analog Brass. WWU was awarded "Most Enthusiastic Walking Group" in 2022.

Other Duties

The director of Community Relations frequently serves as the master of ceremonies for key community and WWU events, providing visibility and support for the institution. Two recent events included Back2Bellingham's Evening with Ashley Judd on Friday, May 19, 2023, and the Washington State Student Civic Leader Awards on Friday, April 21, 2023, in Seattle which was hosted by the Washington Campus Coalition for the Public Good.

TRIBAL LIAISON

Events and Planning

The priority for the Tribal Relations Department continues to be the planning and development of the House of Healing longhouse project. The Tribal Liaison co-chairs a monthly meeting of the HOH Steering Committee, the WWU Architect, and project staff, and serves as liaison with the Elders Committee.

Negotiations continue with the City of Bellingham for the build site of the House of Healing building. We are closer to a definitive plan to begin the design and building plans. The planning process is being organized for a groundbreaking ceremony on October 12, 2023. We will be sending out save the date announcements as soon as possible.

The annual Native American Student Union (NASU) Spring pow wow was held on May 6, 2023, for the first time since the pandemic. For the first time the pow wow also included two new events including a Missing & Murdered Indigenous People Annual Awareness Day Walk held on May 5th in collaboration with Lummi Victims of Crime. The 2023 Spring Coastal Jam followed the walk and was hosted by Lummi's Lhaq'temish and Blackhawk Singers.

All three events were well attended with approximately 300-500 people per event in attendance. The NASU club members devoted their fall, winter and spring quarters to planning and organizing the events and the Tribal Liaison and other advisors are extremely proud of the time and effort put forth by our Native students.

Training

The Tribal Liaison maintains a monthly meeting with Human Resources to inform new Western employees regarding the operations of the Tribal Relations Office. This practice facilitates informing the university community of current activities and functions of the Tribal Relations Department.

Advisory Functions

The Tribal Liaison continues to informally advise and support students, providing guidance and support daily. The Tribal Liaison also has been actively involved in consultation with students, staff, faculty and administration on issues and policies of concern to the state's tribal nations.

The Tribal Liaison was chosen to join the WWU Native American Graves Protection & Repatriation Act (NAGPRA) Committee established in Spring 2023 in response to needs identified in an assessment of the archaeology collections hosted by the Anthropology Department and the College of Humanities and Social Sciences. The concerns raised regarded the continued ability to make progress towards compliance with NAGPRA, especially with the [recent passing](#) of Anthropology Prof. Sarah K. Campbell. The implementation of NAGRPA will be done consistent with the policies and procedure laid out in the Act in close consultation with tribal partners. The forming and convening of the committee is the last piece needed in order for Willamette Cultural Resources to start the work in order to bring WWU into compliance.

Relationship-Building

The Tribal Liaison continues to serve as a board member for Northwest Indian College and Northwest Indian College Foundation. The Tribal Liaison attended the annual NWIC Board retreat at the Nez Perce site in Lapwai, Idaho May 18 – 20, 2023.

The Tribal Liaison also continues to serve on the Affiliated Tribes of Northwest Indians Education Committee and attended the spring conference in May 2023 in Coeur d'Alene, Idaho for a presentation on the functioning of the WWU Tribal Relations Department.

In addition, the Tribal Liaison has been meeting with representatives of the Evergreen State College and Muckleshoot Tribal College, along with the head of Indigenous Graduate Studies at Te Whare Wananga o Awanuiarangi (Maori University) of New Zealand. The narrative has been focused on developing collaborative pathways for international Indigenous postgraduate studies and programs. In tandem with this work, the Tribal Liaison is using her experience developing the Tribal Governance Program at Northwest Indian College and the HOH Longhouse project at WWU in her Ph.D dissertation for the Doctor of Indigenous Development and Advancement program at Te Whare Wananga o Awanuiarangi.

SMALL BUSINESS DEVELOPMENT CENTER

WWU SBDC Bellingham Q1 & Projected Q2 Highlights

Businesses Served	Q1 2023	Q2 2023*	YTD 2023*
Business Counseling Received	181	135	270
SBDC Sponsored Training Participants	8	10	18
Research or Students Projects	3	1	4
Information or Resources Provided	81	50	131

Clients' Economic Impacts	Q1 2023	Q2 2023*	YTD 2023*
Capital Formation	\$4.7M	\$3.3M	\$8M
Business Starts	10	5	15
Jobs Created or Retained	573	45	618

**Projections based on current and historical performance*

Top Areas of Counseling: Start-Up Assistance, Managing a Business, Financing/Capital, Marketing/Sales, Buy/Sell a Business

Rolling 12-month Demographics

Top Industries: Retail, Service Establishment, Health Care & Social Assistance, Accommodation & Food Services, Construction

Annualized Sales: \$150.5M

Jobs Supported: 1,949

Highlights

Congratulations to Dr. Liliana Deck for completing the Washington Small Business Development Center certification!

WWU SBDC Kitsap Q1 & Projected Q2 Highlights

Businesses Served	Q1 2023	Q2 2023*	YTD 2023*
Business Counseling Received	64	45	92
SBDC Sponsored Training Participants	26	60	86
Information or Resources Provided	46	25	71

Clients' Economic Impacts	Q1 2023	Q2 2023*	YTD 2023*
Capital Formation	\$0.75M	\$1M	\$1.75M
Business Starts	1	2	3
Jobs Created or Retained	17	15	32

**Projections based on current and historical performance*

Top Areas of Counseling: Managing a Business, Business Plan, Start-Up Assistance, Financing/Capital, Cash Flow Management

Rolling 12-Month Demographics

Top Industries: Healthcare & Social Assistance, Service Establishment, Accommodation & Food Services, Retail Trade, Manufacturer or Producer

Clients' Annualized Sales: \$50.2M

Jobs Supported: 626

Highlights

Congratulations to Joyce Oswald for completing the Washington Small Business Development Center Certification!

Supporting Employee Ownership

The Kitsap WWU SBDC is partnering with the Northwest Cooperative Development Center to assist with the formation of an employee-owned Homecare Cooperative in the county. This effort is patterned after successful cooperatives developed in five other counties.

Tax Tips

Certified Business Advisor Joyce Oswald held a series of tax workshops for small business owners throughout February and early April. After restarting in-person workshops in 2022, the Kitsap WWU SBDC looks forward to hosting more events in 2023.

WASHINGTON CAMPUS COALITION FOR THE PUBLIC GOOD

Legislative Funding for Student Civic Leaders Initiative

Washington Campus Coalition for the Public Good was allocated \$500,000 from the state legislature to support the **Student Civic Leaders Initiative**. Funds will be used to support student fellows from across the state develop community-based projects that address one or more of the following community issues:

- Food and housing security
- Mental and community health
- K-16 academic support
- Environmental stewardship
- Prison pipeline reduction

AmeriCorps Funding – Year Three

Washington Campus Coalition for the Public Good was awarded \$2,222,950 to support 254 AmeriCorps members (full time and student positions) to serve in the Civic Leadership and Engagement Corps program during this upcoming academic year. This funding is for the third year of a three-year grant.

The legislatively funded Student Civic Leaders Initiative focus areas are aligned with our federal AmeriCorps program focus areas. This is a model for leveraging federal funds with state and local investments in students and communities.

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

TO: Members of the Board of Trustees

FROM: President Sabah Randhawa by Provost and Executive Vice President
Brad Johnson

DATE: June 9, 2023

SUBJECT: Annual Report of Student Declared Majors

PURPOSE: Information Item

Purpose of Submittal:

To provide the Board of Trustees with overviews on quarterly information about the number of declared student majors per academic department for spring quarter 2023 and spring quarter 2022. The reports include spring 2022 and spring 2023 census date comparisons

Supporting Information:

- Spring 2023 – Number of Declared Majors at Peak
- Spring 2022 – Number of Declared Majors at Peak
- Change 2018 - 2023

Department	Spring, 2022				Spring, 2023				1-year % change	5-year % change
	UG Pre-Major	UG Major	GR	Total	UG Pre-Major	UG Major	GR	Total		
Accounting	39	146	7	192	35	132	5	172	-10%	-33%
American Cultural Studies	N/A	8	0	8	N/A	11	0	11	38%	-21%
Anthropology	2	151	21	174	5	162	17	184	6%	-3%
Art and Art History	N/A	244	0	244	N/A	270	0	270	11%	1%
Biology	177	299	34	510	181	253	35	469	-8%	-22%
Canadian/American Studies	N/A	1	0	1	N/A	3	0	3	200%	50%
Chemistry	101	164	23	288	110	152	27	289	0%	11%
Communication Sci & Disorders	N/A	83	67	150	N/A	80	67	147	-2%	1%
Communication Studies	10	163	0	173	4	183	0	187	8%	-31%
Computer Science	244	354	33	631	274	359	37	670	6%	41%
Decision Sciences	39	152	0	191	38	128	0	166	-13%	-44%
Design	0	37	0	37	5	71	0	76	105%	407%
East Asian Studies	N/A	11	0	11	N/A	11	0	11	0%	-74%
Economics	1	139	0	140	0	102	0	102	-27%	-53%
Edu Leadership & Inclusive Tch	N/A	285	39	324	N/A	212	56	268	-17%	31%
Elementary Education	202	141	11	354	200	115	14	329	-7%	-14%
Energy	N/A	50	0	50	N/A	49	0	49	-2%	53%
Engineering and Design	156	279	0	435	204	278	0	482	11%	29%
English	N/A	469	32	501	N/A	440	24	464	-7%	-11%
Environmental Sciences	88	201	53	342	98	214	41	353	3%	-1%
Environmental Studies	84	212	27	323	97	209	29	335	4%	-25%
Fairhaven College	N/A	199	0	199	N/A	211	0	211	6%	-5%
Finance & Marketing	132	286	0	418	125	248	0	373	-11%	-21%
Geology	41	121	38	200	39	101	42	182	-9%	-2%
Global Humanities & Religions	N/A	37	0	37	N/A	43	0	43	16%	438%
Health & Community Studies	N/A	190	92	282	N/A	158	77	235	-17%	-30%
Health & Human Development	55	427	19	501	54	431	15	500	0%	182%
History	N/A	228	21	249	N/A	204	19	223	-10%	-3%
International Studies	N/A	2	0	2	N/A	2	0	2	0%	
Journalism	79	88	0	167	68	73	0	141	-16%	-35%
Linguistics	N/A	95	0	95	N/A	99	0	99	4%	-15%
Management	117	233	0	350	95	185	0	280	-20%	-37%
Marine & Coastal Science	N/A	25	0	25	N/A	49	0	49	96%	
Master of Business Admin	N/A	0	53	53	N/A	0	27	27	-49%	-39%
Mathematics	N/A	177	21	198	N/A	188	26	214	8%	-6%
Modern and Classical Languages	N/A	199	0	199	N/A	187	0	187	-6%	-37%
Multidisciplinary Studies	N/A	69	0	69	N/A	63	0	63	-9%	-39%
Music	N/A	170	13	183	N/A	186	12	198	8%	4%
Philosophy	N/A	48	0	48	N/A	42	0	42	-13%	-19%
Physics and Astronomy	32	42	0	74	29	43	0	72	-3%	-26%
Political Science	N/A	204	0	204	N/A	168	0	168	-18%	-27%

Psychology	88	570	42	700	77 562	41	680	-3%	39%	
Science Education	N/A	19	0	19	N/A 19	0	19	0%	-37%	
Secondary Education	59	0	73	132	58 0	61	119	-10%	1%	
Sociology	N/A	265	0	265	N/A 273	0	273	3%	-14%	
Theatre Arts and Dance	N/A	160	0	160	N/A 165	0	165	3%	-13%	
Univ Interdisciplinary Progrms	N/A	9	0	9	N/A 23	0	23	156%		
Urban & Envr Plan & Policy	23	46	0	69	37 60	0	97	41%	169%	
Women, Gender & Sexuality										
Stdy	N/A	37	0	37	N/A 41	0	41	11%		
Total	1769	7535	719	10023	1833	7258	672	9763	-3%	-4%

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

TO: Members of the Board of Trustees
FROM: Sabah Randhawa, President
DATE: June 9, 2023
SUBJECT: FELLOWSHIP AND SCHOLARSHIP RECIPIENTS FOR 2023
PURPOSE: Information Report

Below is a list of students who have achieved outstanding academic recognition by being awarded a prestigious Scholarships or Fellowships in 2023. Thank you to their Faculty Mentors and others who help support these students on their impressive paths.

National Science Foundation Graduate Fellowship Awards. The university following the student's name indicates where the student will do his/her graduate work. Each fellowship is worth \$35,000 per year for three years.

Katherine Stelling	Oregon State University
Ryan Connor	University of Kentucky
Estelle Ronayne	University of California, San Francisco
Dexter Davis	Western Washington University

Goldwater Scholarship. The Goldwater is worth \$8,000 per year.

Elise Tahti

Fulbright Fellowship The Fulbright is worth, on average, \$18,000 per year.

Lily Berver	Mexico
Laci Bowhay	Spain (Alternate)
Cory King	Hungary (Alternate)

State Department Gilman Scholarship

Term	First Name	Last Name	Program	Country	Award
FA22	Ashley	Firchau	WWU Exchange - National Chengchi University Taiwan	Taiwan	\$5,000
FA22	Cabry Lyla	Biddle	School for Field Studies	Australia	\$5,000
FA22	Erica	Jostad	Wildlands Studies	Peru	\$5,000
FA22	Jasper	Kerns	API Madrid	Spain	\$3,500
AY22-23	Kelly	Chiat	ISEP Exchange - Universitat Bern Switzerland	Switzerland	\$4,000
SU22	Drake Anthony Michael	Pearisaeff	WWU Global Learning Program	Vietnam	\$3,500
SU22	Mikele	Zavala	ISA Seville & Salamanca	Spain	\$4,000
SU22	Jasmine	Fast	WWU Global Learning Program	Greece	\$4,000
SU22	Gavin	Scouten	WWU Global Learning Program	Greece	\$3,500
SU22	Casey	Amirah	WWU Global Learning Program	Mexico	\$4,000
SU22	Margaret	Curtis	WWU Global Learning Program (InPlace)	Vietnam	\$4,000
CY23	Thomas Paul	McLaughlin	WWU Exchange - Nagoya University	Japan	\$4,000
SQ23	Jade	Harding	WWU Exchange - Seikei University	Japan	\$4,000
WI23	Grace	Lagorio	WWU Global Learning Program	Mexico	\$4,000
WI23	Ryan	Ertman	WWU Global Learning Program	Senegal	\$5,000
SS23	Aidan	Espinosa	ISEP Direct New Zealand	New Zealand	\$5,000
SS23	Dio	Jean-Baptiste	KCP Japan	Japan	\$8,000
SQ23	Ben	Bierle	Wildlands Studies	New Zealand	\$4,000
SU23	Iasis	Grandlund	WWU Global Learning Program	Greece	\$3,000
SU23	Annabelle	Rand	API Florence LDM Summer	Italy	\$3,500
SU23	Cynthia	Elston	WWU Global Learning Program	Canada	\$3,000
AY23-34	Jesus	Resendiz-Eyler	USAC Luneburg	Germany	\$3,000
WI24	Emily Claire	Lekberg	Wildlands Thailand	Thailand/Indonesia	\$3,000

Tom Moore, Senior Instructor, compiled a list of Western Washington University students who have received prestigious academic scholarships and fellowships since 2010, when the Fellowship Office was established. Here is a snapshot of the award totals in a few of the most noteworthy categories. Total monies received by Western students during this time period is approximately \$1.9 million.

Totals as of April 30, 2023:
Fulbrights: 57

Hollings: 25

National Science Foundation Fellowships: 13

Goldwater Scholarships: 4

Boren: 2

Rhodes Scholar Finalist: 2

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

TO: Members of the Board of Trustees
FROM: John M. Meyer, Chair, Board Committee on Trustees
DATE: June 9, 2023
SUBJECT: Board Trustees Remarks
PURPOSE: Information Item

Purpose of Submittal:

Chair Meyer will provide time to members of the Board of Trustees and the University President for any final remarks, questions, or observations.

23. EXECUTIVE SESSION

An Executive Session will be held as authorized by RCW 42.30.110(1)(i).

24. DATE FOR NEXT REGULAR MEETING

- **August 17-18, 2023**

25. ADJOURNMENT