

WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
AGENDA  
FEBRUARY 9, 2018

**FRIDAY, FEBRUARY 9, 2018**

Location: Old Main 340

Time: 8:00 a.m.

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

8:00 – 8:05

- Board of Trustees Meeting, December 14, 15, 2017

**2. PUBLIC COMMENT**

8:05 – 8:15

**3. BOARD CHAIR REPORT**

8:25 – 8:35

**4. UNIVERSITY PRESIDENT REPORT**

8:35 – 8:45

**5. ASSOCIATED STUDENTS REPORT**

8:45 – 8:50

**6. FACULTY SENATE REPORT**

8:50 – 8:55

**7. AUDIT COMMITTEE REPORT**

8:55 – 9:05

Presentation: Earl Overstreet, Chair, Audit Committee

**8. GOVERNANCE COMMITTEE REPORT**

9:05 – 9:15

Presentation: Chase Franklin, Chair, Governance Committee

**ACTION ITEMS**

**9. CONSENT ITEMS**

9:15 – 9:20

- Approval of Winter Quarter Degrees
- Extension of the Emergency Rule Change to WAC 516-24-130 Demonstrations
- Extension of the Emergency Rule Change to WAC 516-52-020 Firearms and Dangerous Weapons
- Construction Contract and Budget Approval for Buchanan Towers Renovation, PW722
- Approval of Board of Trustees Meeting Schedule for 2019-2020

**10. GENERAL CONTRACTOR/CONSTRUCTION MANAGER CONSTRUCTION CONTRACT AND BUDGET APPROVAL FOR MULTICULTURAL CENTER PROJECT, PW698**

9:20 – 9:30 Presentation: Richard Van Den Hul, Vice President for Business and Financial Affairs

**11. APPROVAL OF 2017-2019 CAPITAL BUDGET REQUEST**

9:30 – 9:50 Presentation: Richard Van Den Hul, Vice President for Business and Financial Affairs  
Rick Benner, University Architect/Director, Facilities Development & Capital Budget

**12. APPOINTMENT OF FY 2018 FINANCIAL STATEMENT AUDITOR**

9:50 – 10:00 Presentation: Earl Overstreet, Chair, Board Audit Committee

**13. APPROVAL OF 2018 SUMMER SESSION TUITION AND FEES**

10:00 – 10:05 Presentation: Brent Carbajal, Provost & Vice President for Academic Affairs  
Earl Gibbons, Vice Provost for Extended Education

**BREAK – 10 min**

**DISCUSSION ITEMS**

**14. THE GIFT OF SCULPTURE WOODS**

10:15 – 10:35 Presentation: Stephanie Bowers, Vice President for University Advancement  
Kit Spicer, Dean, College of Fine and Performing Arts  
Sonja Sather, Director of Development for the College of Fine and Performing Arts

**15. ENROLLMENT AND STUDENT SERVICES AND MULTICULTURAL CENTER PROJECT UPDATE**

10:35 – 11:05 Presentation: Melynda Huskey, Vice President for Enrollment and Student Services

**16. LEGISLATIVE UPDATE**

11:05 – 11:25 Presentation: Becca Kenna-Schenk, Executive Director of Government Relations

**17. INFORMATION ITEMS (please advise if any of these items should be removed)**

11:25 – 11:35

- a. Quarterly Report on Grants and Contracts
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Annual University Police Report
- f. Annual Sustainability Report
- g. Mid-year Housing & Dining Report

**18. DATE FOR NEXT REGULAR MEETING: April 12, 13, 2018**

**19. ADJOURNMENT**

## **1. CALL TO ORDER**

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa

**DATE:** Friday, February 9, 2017

**SUBJECT:** **Approval of the Minutes**

**PURPOSE:** Action Items

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**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:

- Approval of the Minutes of the Board of Trustees Meeting, December 14 & 15, 2017

**Supporting Information:**

Minutes of December 14 & 15, 2017

**Western Washington University  
Board of Trustees  
Meeting Minutes  
Thursday, December 14, 2017**

**CALL TO ORDER**

Board Chair Sue Sharpe called the regular meeting of the Board of Trustees of Western Washington University to order at 3:03 am in the Board Room, Old Main 340, in Bellingham, WA.

**Board of Trustees**

Sue Sharpe, Chair  
Earl Overstreet, Vice Chair  
John Meyer, Secretary  
Betti Fujikado  
Chase Franklin  
Karen Lee  
Trista Truemper  
Mo West

**Western Washington University**

Sabah Randhawa, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for University Advancement  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations and Marketing  
Allison Giffin, Faculty Senate President  
Kerena Higgins, Assistant Attorney General  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Rayne Rambo, Assistant Secretary to the Board of Trustees

**1. WESTERN ENGAGED: ADVANCING INSTITUTIONAL PRIORITIES**

**• Joint Session with the Foundation Board of Directors**

Board Chair, Sue Sharpe, welcomed everyone in attendance for a joint session with the Foundation Board of Director to discuss topics that are strategic to the university and focus on the partnership to advance the goals of the university. Sharpe noted the timeliness of the conversation as the goals, objectives, and priorities of the strategic plan have been identified and leads to the crucial question of how the Board of Trustees and the Foundation Board of Directors, in their respective roles, can support and advance those priorities. Sharpe added that University Advancement and Foundation Board colleagues play a key role in how we advancing

Western's future and mission noting that the engagements and advocacy of Western's alumni, friends, and supporters is vital.

Brent Carbajal, Provost and Vice President for Academic Affairs, initiated the joint discussion by articulating the benefits of getting the perspectives of both the Board of Trustees and the Foundation Board of Directors on the topic of engagement and how these conversations impact senior leadership at the university. Stephanie Bowers, Vice President for University Advancement, acknowledged the accomplishments of the previous fundraising campaign and what can be learned for future fundraising campaigns. Bowers introduced Kit Spicer, Dean, College of Fine and Performing Arts and Scott Young, Dean, College of Business and Economics who provided details of their partnership with University Advancement for the benefit of building donor relations for their colleges.

The Board of Trustees and the Foundation Board of Directors continued their conversation on improving long term donor relationships and how the two boards can support each other to benefit the university and the donor base. Both boards agreed that using technology and social media to initiate deeper engagement with Western's alumni, donors, and the local community is important to advancing the university and becoming a new generation of fundraisers.

Trustee Overstreet stressed the importance of not defining engagement as philanthropy. Overstreet emphasized the importance of using community connections to engage life-long learning and life-long relationship with the university and its alumni, donors and community. He added that having a broad vision on building community relationships and engagement will enhance connections within University Advancement.

Trustee Sharpe concluded the conversation by acknowledging the fact that students are always the central focus of the discussion and it is also the subject that energizes everyone working towards the advancement of the university. She noted that student success is the common thread for both boards and it initiates the alignment of university culture. Chair Sharpe thanked everyone for their participation in the joint conversation and noted that the conversations are always productive and stimulate new opportunities for growth within the university.

## **2. EXECUTIVE SESSION**

At 4:36 p.m. Chair Sharpe announced that the Board would convene in Executive Session for approximately 30 minutes to discuss a personnel matter as authorized in RCW 42.30.110 (1)(g)&(i).

The meeting adjourned at 5:11 p.m.

**Western Washington University  
Board of Trustees  
Meeting Minutes  
Friday, December 15, 2017**

**CALL TO ORDER**

Board Chair Sue Sharpe called the regular meeting of the Board of Trustees of Western Washington University to order at 8:07 am in the Board Room, Old Main 340, in Bellingham, WA.

**Board of Trustees**

Sue Sharpe, Chair  
Earl Overstreet, Vice Chair  
John Meyer, Secretary  
Betti Fujikado  
Chase Franklin  
Karen Lee  
Trista Truemper  
Mo West

**Western Washington University**

Sabah Randhawa, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for University Advancement  
Melynda Huskey, Vice President for Enrollment and Student Services  
Donna Gibbs, Vice President for University Relations and Marketing  
Allison Giffin, Faculty Senate President  
Rob Olson, Assistant Attorney General  
Paul Cocke, Director of University Communications  
Paul Dunn, Senior Executive Assistant to the President  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Rayne Rambo, Assistant Secretary to the Board of Trustees

**4. APPROVAL OF MINUTES**

MOTION 12-01-2017: Trustee Meyer moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following Minutes:

- Board of Trustees Special Meeting September 8, 2017
- Board of Trustees Special Meeting September 9, 2017
- Board of Trustees Meeting October 12, 2017
- Board of Trustee Meeting October 13, 2017

The motion passed

## **5. PUBLIC COMMENT**

As per Amended RCW 28B.35.110, the Board of Trustees provided time for public comment. There were no requests for public comment

Chair Sharpe amended the meeting agenda due to additional adjustments needed on the Board Governance Charter Revisions

## **7. UNIVERSITY PRESIDENT**

President Randhawa provided the board with an update on increasing the International Student population, noting that there were eight international students in the largest freshman class in Western's history. Randhawa said that the time is right to increase the international student body and international student recruitment. He added that the partnership with Study Group, a global leader for international academic success, will make a difference regarding diversity over the course of the next few years. President Randhawa explained that the partnership with Study Group did raise questions and concerns with faculty regarding their engagement in the process and the administration's commitment to shared governance. Randhawa added that he made assumptions as to where Western was in the process at the time that he became president. Based on discussions regarding internationalization and international students, including several task forces, campus conversations on increasing diversity and goals articulated in the Presidential Profile. Randhawa mentioned that he did apologize to the Faculty Senate for making those assumptions and for not verifying his take-a-ways from the conversations. Randhawa noted that moving forward there will be continued conversations about advancing the University that will include faculty, staff and students starting with the resource planning exercise in the new calendar year.

Randhawa invited Becca Kenna-Schenk, Executive Director of Government Relations, to provide a legislative report. Kenna-Schenk reported that the 2018 supplemental legislative session is scheduled to begin on January 8<sup>th</sup> and is scheduled to adjourn on March 8<sup>th</sup>. Kenna-Schenk noted that the legislature is prepared to end on time this year, as last year the legislature failed to adopt the biennial capital budget during the 2017 legislative session and discussion over capital budget will be front and center in Olympia next session. Kenna-Schenk also thanked the trustees for their planned participation in Trustees and Regents Day in Olympia on Tuesday, January 9, 2017.

President Randhawa asked if there was any information on the Supplemental Operational Budget. Kenna-Schenk responded by explaining that the Supplemental Operational Budget is intended to make adjustments to the biennial budget that was adopted in July 2017. She added that the Governor released his proposal for the Supplemental Operating Budget and that it did not include any significant changes for Higher Education.

President Randhawa asked Richard Van Den Hul, Vice President for Business and Financial Affairs to provide an update on the bond sale to finance the Viking Union Multi-Cultural Center, Housing Improvements and Advance Refunding of the 2009 Build American Bonds. Van Den Hul reported that after consultation, the sale of the bonds would be moved forward to December rather than the original sale date in February. Van Den Hul reported that a competitive bond sale was held and there were eight competitive bidders adding that the bonds were sold at 2.58% true interest cost for a net present value savings of 1.8 million or 16%.



President Randhawa provided an update to the board on the Sculpture Woods agreement. He reported that the agreement will bring the Sculpture Woods property on Lummi Island to Western and also includes an endowment that will provide funds for maintenance and operation of the facility. Randhawa added that this agreement will help attract visiting faculty and scholars in fine arts.

## **8. FACULTY SENATE**

Allison Giffin, Faculty Senate President, provided an update on the activities of the Faculty Senate. Giffen thanked the President for his apology related to his assumptions regarding internationalization and international students. Giffin read a statement on behalf of the Faculty Senate regarding shared governance.

## **9. BOARD CHAIR**

Board Chair, Sue Sharpe, reported that the joint conversation with the Foundation Board of Directors was very successful. She noted outcomes from the joint session included the commitment and alignment around shared goals that include advancing Western and ensuring success of all students.

Chair Sharpe highlighted Western's current sculpture collection noting that the acquisition of the Sculpture Woods gift is appropriately timed. She said that even as the University changes and grows, the sculpture collection is permanent and will remain in place for everyone to enjoy for generations to come.

## **10. AUDIT COMMITTEE REPORT**

Trustee Overstreet reported that the Audit Committee met with the State Auditor's Office (SAO) for their Exit Conference reporting on the FY2017 Financial Statement Audit. Overstreet said that the audit was completed successfully and on budget. He noted that there was an additional item added to the meeting agenda, Fraud Investigation Review, which was completed with the SAO concurring with the University results with respect to the fraud investigation.

Overstreet reported that the Audit Committee discussed the FY 2018 Financial Statements Audit Services and it was recommended by Business and Financial Affairs to use the State Auditor's Office again for this audit. There was general concurrence to move forward with the recommendation and that motion will come before the full board for approval at a future meeting. Overstreet explained that there was discussion regarding updates to the Audit Committee Charter and the Internal Audit Charter and Quality Assessment and Improvement Program. He stated that there are drafts of the documents prepared for the full board to review when it aligns with other adjustments within the boards sub-committees.

Overstreet concluded his report with an update on the Enterprise Risk Management process which is moving forward on schedule. Reporting requirements are being established and the expectation is that the Audit Committee will be receive a presentation at the February meeting and a subsequent presentation will be made to the full board at a future meeting.

## 11. GOVERNANCE COMMITTEE REPORT

Trustee Franklin reported that the Governance Committee continued their discussion on updating the Rules of Operation to synchronize with new state regulations and university policies. Franklin detailed conversation regarding future planning for the Governance Committee that included committee structure as well as how the committees conduct their business and the potential for additional committees. Franklin reported that Governance Committee would be presenting a culmination of the work to the full board at a future meeting.

Trustee Franklin moved forward with the approval of Board Rules of Operations revisions. The revisions would allow the university to enter into agreements \$50,000 and under, regardless of duration, with public agencies pursuant to the Interlocal Cooperation Act (Chapter 39.34 RCW) or other appropriate laws.

MOTION 12-01-2017: Trustee Franklin MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the Board of Trustees Governance Committee, approve the revised Rules of Operation.

The motion passed.

## 12. CONSENT ITEMS

Chair Sharpe introduced the consent items. Trustee Meyer inquired as to whether or not counsel have review both the interlocal agreement and the acquisition documents. Rob Olson, Assistant Attorney General, said that all documents have been reviewed and vetted.

MOTION 12-02-2017 Trustee Truemper MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following consent items:

- Approval of Fall Quarter Degrees
- Final approval of Acquisition of SEA Discovery Center Facility and Property, and Delegation of Authority of Execute Transfer
- Approval of the Interlocal Agreement between the Department of Ecology and WWU

The motion passed.

## 13. APPROVAL TO AMEND CHAPTER 516-09 WAC, PUBLIC RECORDS, TO UPDATE PUBLIC RECORDS DEFINITION, ALLOW FEES FOR CERTAIN COSTS AND WAIVERS THERETO, AND OTHER HOUSEKEEPING CHANGES

President Randhawa stated that the board was being asked to approve proposed amended Chapter 516-09 WAC related to public records in response to legislative amendments for the Public Records Act that became effective in July 2017. Randhawa added that the university formed a committee during the summer 2017, to review and update the WAC. The legislative changes included new provisions that allow state agencies to charge for providing electronically produced public records, permit state agencies to deny frequent automatically generated

requests for public records, as well as deny requests that are for all or substantially all public records within an agency. He explained that in order to implement the legislative changes, the university must amend its WAC

MOTION 12-03-2017 Trustee Fujikado MOVED, that the Board of Trustees of Western Washington University, upon recommendation to the President, approve the adoption of the proposed amendments, as attached to the Washington Administrative Code, Chapter 516-09, Public Records, as filed in the Washington State Register, WSR 17-21-023.

The motion passed.

Chair Sharpe announced a 15 minute break at 8:52 am. The Board reconvened the meeting at 9:12 am.

## **15. ASSOCIATED STUDENTS**

Simrun Chhabra, Associated Students, President, provided an update on the work of the Associated Students. Chhabra reported that the Associated Students passed their Lobbying Day agenda which is set to take place in January. She also noted that the Food Pantry will be in operation in the near future and they are working on the best practices for accepting donations. Chhabra reported that work continues in creating a liaison position with the Alumni Association, which will enhance communication and relationships. She concluded her report with an update on the Undocumented Students Support Working Group, which is centered around the assessing the needs of these students and how to best support their needs.

## **16. COMPREHENSIVE BUDGET OVERVIEW AND FINANCIAL HEALTH REPORT**

Linda Teater, Director, Budget Office and Brian Sullivan provided the annual presentation of the comprehensive overview of all University funds, including revenues and expenditures of state, auxiliary, dedicated and local funds, and grants and contracts. The presentation also reviewed key financial performance ratios and Moody's Summary Debt Profile.

## **17. DIVERSITY, EQUITY, AND INCLUSION – CONTINUING THE CONVERSATION**

Sue Guenter-Schlesinger, Vice Provost for Equal Opportunity and Employment Diversity and Title IX and ADA Coordinator, provided the board with the results from Higher Education Research Institute (HERI) survey. Guenter-Schlesinger reported that there were three surveys conducted which included a Faculty Survey, Diverse Learning Environments Survey and a Staff Survey.

Trustee Lee inquired about the end results of the survey information provided and how Western will know when it has defined success. Regina Barber-DeGraaff, STEM Inclusion and Outreach Specialist with the College of Science and Engineering, responding by noting that in her experience interacting with other scientist across the country, the general consensus is finding the answer to Trustee Lee's question. Barber-DeGraaff explained that universities across the

country continue to work towards creating success criteria for their institutions and success is going to be individual for each institution.

Chair Sharpe concluded the conversation by noting that having these types of collaborative conversation help to implement change and are a part of a larger conversation of what success will look like at Western.

## **18. INFORMATION ITEMS**

### **a. Academic Affairs Report**

Provost Carbajal provided a written report that included quarterly information about the number of student majors per academic department.

### **b. Quarterly Grant Report**

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

### **c. Capital Program Report**

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

### **d. University Advancement Report**

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

### **e. University Relations and Marketing Report**

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

### **f. Legislative Update Report**

Becca Kenna-Schenk, Executive Director, Government Relations provided a written report of Legislative Updates.

## **18. DATE FOR NEXT REDULAR MEETING**

February 8 & 9, 2018

## **19. ADJOURNMENT**

The meeting adjourned at 11:49 am.

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

**TO:** Members of the Board of Trustees

**FROM:** Sabah Randhawa, President

**DATE:** Friday, February 9, 2018

**SUBJECT:** **Public Comment Period**

**PURPOSE:** Information Item

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**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 7:45 – 7:55 a.m. the day of the Board of Trustees meeting. The signup sheet will be given to the Board Chair at 8:00 a.m.

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

**TO:** Members of the Board of Trustees  
**FROM:** Sue Sharpe, Chair, Board of Trustees  
**DATE:** Friday, February 9, 2018  
**SUBJECT:** **Board Chair Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Board Chair Sue Sharpe will report to members of the Board and President Randhawa and his staff on topics related to the Board of Trustees.

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

**TO:** Members of the Board of Trustees

**FROM:** Sabah Randhawa, President

**DATE:** Friday, February 9, 2018

**SUBJECT:** **President's Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

President Randhawa will present brief reflections on issues of interest to 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 the Associated Students

**DATE:** Friday, February 9, 2018

**SUBJECT:** **Associated Students**

**PURPOSE:** Associated Students Report

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Purpose of Submittal:  
AS President Simrun Chhabra will brief the Board of Trustees on recent activities of the Associated Students.



**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 Faculty Senate  
**DATE:** Friday, February 9, 2018  
**SUBJECT:** Faculty Senate  
**PURPOSE:** Information Item

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Allison Giffin, Faculty Senate President, will brief the Board on recent activities of the Faculty Senate.

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

**TO:** Members of the Board of Trustees  
**FROM:** Earl Overstreet, Chair, Board Audit Committee  
**DATE:** Friday, February 9, 2018  
**SUBJECT:** **Board Audit Committee Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Overstreet will report to members of the Board of Trustees and the university president and his staff topics related to the Board Audit Committee.

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

**TO:** Members of the Board of Trustees

**FROM:** Chase Franklin, Chair, Board Governance Committee

**DATE:** Friday, February 9, 2018

**SUBJECT:** **Board Governance Committee Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Franklin will report to members of the Board of Trustees and the university president and his staff topics related to the Board Governance Committee.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa

**DATE:** February 9, 2018

**SUBJECT:** **Consent Items**

**PURPOSE:** Action Items

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**Purpose of Submittal:**

Approval of the university recommendations provided on the consent item agenda.

**Proposed Motion(s):**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following consent items:

- Approval of Winter Quarter Degrees
- Extension of the Emergency Rule Change to WAC 516-24-130 Demonstrations
- Extension of the Emergency Rule Change to WAC 516-52-020 Firearms and Dangerous Weapons
- Construction Contract and Budget Approval for Buchanan Towers Renovation, PW722
- Approval of Board of Trustees Meeting Schedule for 2019-2020

**Supporting Information:**

Materials supporting the consent item agenda are attached.

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa by Provost Brent Carbajal  
**DATE:** February 9, 2018  
**SUBJECT:** **Approval of Degrees**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

It is the 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 Winter Quarter 2018, effective March 24, 2018.

**Supporting Information:**

Lists on file with the Registrar and Graduate Dean.

<b>Students</b>	<b>Winter 2018</b>	<b>Comparison: Winter 2017</b>
	<i>(Expected Number of Graduates)</i>	<i>(Actual students graduated)</i>
<i>Undergraduates</i>	492	520
<i>Masters</i>	48	55

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa

**DATE:** February 9, 2017

**SUBJECT:** **Extension Request - Emergency Rules:  
WAC 516-24-130, Demonstrations  
WAC 516-52-020 Firearms and Dangerous Weapons**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

Request an extension of the emergency rules approved by the Board of Trustees on October 13, 2017 in response to the manifestation of violence and intimidation observed in on-campus demonstrations in Washington State and across the United States over the past eight months. Immediate changes to the rules were necessary in order to preserve the integrity of Western Washington University's educational mission, to protect the health, safety and welfare of students, faculty and staff, and to preserve University property and scarce state resources while at the same time preserving its strong commitment to freedom of expression. It is requested that the emergency rules be extended while the rule revision committee continues with the permanent rule making process.

Permanent rule development timeline:

Public hearing and report to President Randhawa in March  
Board of Trustees review/approval April 13

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve an extension of the emergency rule change to WAC 516-24-130, Demonstrations.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve an extension of the emergency rule change to WAC 516-52-020, Firearms and Dangerous Weapons.

**Background:**

In August 2017 the University formed a steering committee to consider the issue of how to prepare itself to ensure safety and security on the campus while, at the same time, preserving its strong commitment to freedom of expression. The steering committee was broadly constructed from campus community leaders who would reasonably be involved in preparing for or responding to serious acts of protest violence or intimidation that might occur on Western's campus. The committee was co-chaired by Ted Pratt, Dean of Students and Darin Rasmussen, Director of Public Safety/Chief of Police. It included representatives from the following offices

and departments: President's Office, Provost's Office, Dean of Students, Equal Opportunity Office, Public Safety Department, Risk Management, Human Resources Department, Attorney General, Communications and Marketing, Space Administration/Management, and the Ethnic Student Center.

The committee met on a weekly basis to identify those most emergent issues that faced the campus. Through the use of a SCOT analysis that looked at the strengths, challenges, opportunities, and threats facing Western with regard to this particular concern.

Following the SCOT analysis, subcommittees were formed to focus on both the short-term and long-term needs, with attention placed primarily on addressing the short-term needs. These subcommittees included: Internal and External Events; Emergency Preparedness and Response Management; Conduct, Rights, and Responsibilities; Education and Training; and, Communications and Emergency Messaging.

The committee identified nine critical, but attainable priorities that could be achieved or at least be initiated in the brief time window that remained before Fall Quarter got under way. These priorities are:

- Development of an emergency rule change to Chapter 516-36 WAC, Use of University Facilities-Scheduling and to WAC 516-24-130, Demonstrations. The purpose of these changes is to immediately, on an interim basis, address designated forums, time and notice requirements, sponsorship requirements, risk assessments of campus events, and a cost recovery process.
- Development of an emergency rule change to WAC 516-52-020 Firearms and Dangerous Weapons. The purpose of this change is to immediately, on an interim basis, address weapons, armor, and armaments on campus.
- Identifying gatekeepers in the event scheduling and approval process and development of protocols and training to ensure consistent application to individuals seeking to hold events on campus.
- Implementation of a University Freedom of Expression webpage.
- Development of key talking points regarding freedom of expression boundaries that highlight the rights and responsibilities for university policies and freedom of expression. This included development of FAQ's.
- Organization and production of an education and training event or series of events centered on freedom of expression, how to define it, and ways to allow different points of view to be expressed.
- Development of a University Communications Plan.
- Requesting funding for response equipment, barricades, bollards, and training for emergency responders including University Police, and in some cases support by Facilities Management personnel.
- Development of standardized checklists to be used for assessing the need for a risk assessment, conducting a risk assessment, and for operational response.

The development of the proposed emergency rule changes was conducted by the subcommittee on Internal and External Events, co-chaired by Eric Alexander, Associate Dean for Student Engagement and Francis Halle, Director of Space Administration/Management, and included representatives from the Attorney General's Office, Risk Management, Public Safety Department, and others which considered changes to Chapter 516-36 WAC, Use of University Facilities-Scheduling and to WAC 516-24-130, Demonstrations; and the subcommittee on Emergency Preparedness and Response Management, chaired by Darin Rasmussen, Director of Public Safety/Chief of Police, and included representatives from the Attorney General's Office, Facilities Management, Public Safety Department, Risk Management, and Environmental Health and Safety.

In drafting and considering the proposed emergency rule changes, the subcommittees reviewed input from many other universities within Washington as well as across the country including the University of Virginia and the University of California, Berkeley.

Following the August 11, 2017 incident at the University of Virginia (UVA), the Deans Working Group identified areas in need of improvement. These included: a) The policies that UVA had in place to govern protests and demonstrations; and b) the application of existing UVA protocols for responding to a demonstration that did not conform to past patterns.

The proposed emergency rule changes recommended by the steering committee seek to address directly and indirectly those key areas identified above, and will put in place greater clarity, process, and protections to address the above areas at Western, allowing time to utilize Western's existing collaborative and transparent process to implement permanent long-range solutions. The President has approved establishing permanent changes. In the coming months, community input will be sought for these proposed permanent rule changes.



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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Vice President Van Den Hul

**DATE:** February 9, 2018

**SUBJECT:** **Construction Contract and Budget Approval for Buchanan Towers Renovation, PW722**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

Award a construction contract for the Buchanan Towers Renovation project, PW722. Contract award following Board action and contingent on the receipt of project funding from bond sales. Construction to start March 26, 2018.

**Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a project budget of \$24,500,000 and award a contract to Dawson Construction, Bellingham, WA, for the amount of \$15,240,000 (base bid for Phases One and Two, plus alternates series 2) for the construction contract to construct the Buchanan Towers Renovation project.

**Supporting Information:**

The Buchanan Towers Residence Renovation project will occur in two phases consisting of Spring and Summer quarters of 2018 and 2019. The work will renovate residence rooms, bathrooms and kitchens, and will include upgrading plumbing, air supply and ventilation, fire detection and alarm, and security systems; hazardous materials abatement; new doors and windows; cleaning, repointing and sealing exterior masonry; installation of new gutters and downspouts; and upgrading interior finishes.

This project was advertised for competitive bidding on December 15, 2017 with the bid opening held at 3:00 PM on January 19, 2018. Three bids were received by the University (see attached bid summary).

King Architecture, Bellingham, Washington, prepared the plans and specifications for this project.

Project award of the contract is also contingent on the approval of the contractor's Responsibility Criteria submittal.

**Source of Funding:**

Housing and Dining Systems – Non-Appropriated

Alt No.	Description & Bid Item	Colacurcio	Dawson	Tiger
	Base Bid Phase 1 ONLY	\$ 6,300,000.00	\$ 6,860,000.00	\$ 7,225,000.00
1-1	BT Classic, Add ADA suite upgrades	\$ 138,200.00	\$ 81,000.00	\$ 137,151.00
1-2	BT Classic, Add partitioning between rooms 300.1 & 300.2.	\$ 23,400.00	\$ 13,000.00	\$ 12,300.00
1-3	BT Classic & BT East, Add: Wireless Access control to student bedroom doors. BT Classic, Add: Removal and replacement bedroom and bathroom doors.	\$ 875,700.00	\$ 680,000.00	\$ 926,000.00
1-4	BT Classic – Add replacement of all exterior windows in phase 1 work area.	\$ 1,480,500.00	\$ 1,929,000.00	\$ 1,758,000.00
1-4A	Add cleaning, repointing and sealing of existing masonry in phase 1 area, add new gutters & downspouts. Add all civil work	\$ 191,800.00	\$ 128,000.00	\$ 133,000.00
1-5	BT East Add Kitchens to resident rooms 162, 164, 166 and all 2nd thru 4th floor suites.	\$ 331,000.00	\$ 314,000.00	\$ 341,000.00
1-6	BT East Add Kitchens to resident rooms on floor 5	\$ 71,000.00	\$ 70,000.00	\$ 74,000.00

	Base Bid Phases 1 and 2	\$ 11,050,000.00	\$ 10,551,000.00	\$ 12,149,000.00
2-1	BT Classic, Add ADA suite upgrades	\$ 138,200.00	\$ 81,000.00	\$ 137,151.00
2-2	BT Classic, Add partitioning between rooms 300.1 & 300.2.	\$ 23,400.00	\$ 13,000.00	\$ 12,300.00
2-3	BT Classic & BT East, Add: Wireless Access control to student bedroom doors. BT Classic, Add: Removal and replacement bedroom and bathroom doors.	\$ 875,700.00	\$ 1,045,000.00	\$ 926,000.00
2-4	BT Classic – Add replacement of all exterior windows.	\$ 2,619,000.00	\$ 2,969,000.00	\$ 3,231,000.00
2-4A	Add cleaning, repointing and sealing of existing masonry, add new gutters & downspouts. Add all civil work	\$ 309,000.00	\$ 197,000.00	\$ 262,000.00
2-5	BT East Add Kitchens to resident rooms 162, 164, 166 and all 2nd thru 4th floor suites.	\$ 331,000.00	\$ 314,000.00	\$ 341,000.00
2-6	BT East Add Kitchens to resident rooms on floor 5	\$ 71,000.00	\$ 70,000.00	\$ 74,000.00

**Total Base Bid plus accepted Alternates**

**Phases 1 and 2 Base plus Series 2 Alternates**

Tax (8.7%)

TOTAL

\$ 15,417,300.00	\$ 15,240,000.00	\$ 17,132,451.00
\$ 1,341,305.10	\$ 1,325,880.00	\$ 1,490,523.24
\$ 16,758,605.10	\$ 16,565,880.00	\$ 18,622,974.24

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa  
**DATE:** February 9, 2018  
**SUBJECT:** **Approval of Board of Trustees Meeting Schedule for 2019-2020**  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

To establish the 2019 and 2020 meeting schedule for the Board of Trustees of Western Washington University.

Upon approval, the schedule will be submitted to the Code Reviser's Office and the Office of University Communications.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University establish the following meeting schedule for the years 2019 and 2020:

February 7, 8, 2019  
April 4, 5, 2019  
June 13, 14, 2019  
August 22, 23, 2019  
October 10, 11, 2019  
December 12, 13, 2019

February 13, 14, 2020  
April 16, 17, 2020  
June 11, 12, 2020  
August 20, 21, 2020  
October 8, 9, 2020  
December 10, 11, 2020

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Vice President Richard Van Den Hul

**DATE:** February 9, 2018

**SUBJECT:** **General Contractor/Construction Manager Construction Contract and Budget Approval for Multicultural Center Project, PW698**

**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Award a general contractor/construction manager construction contract for the Multicultural Center Project, PW698. Contract award following Board action and contingent on the receipt of project funding from bond sales. Construction to start as soon as possible following Board action.

## **Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a project budget "To be handed out at Board meeting" and award a contract to Dawson Construction, Inc., Bellingham, WA, for the Multicultural Center Project maximum allowable construction cost (MACC, commonly referred to as guaranteed maximum price) contract amount of "To be handed out at Board meeting" (plus sales tax).

## **Supporting Information:**

Work will include site mobilization, hazardous materials abatement, demolition, construction and site work for the Multicultural Center Project.

Dawson Construction, Inc. is the General Contractor/Construction Manager (GC/CM) and was awarded a GC/CM preconstruction services contract in April 2017 and has participated in preconstruction activities since then.

Opsis Architecture, Portland, OR, prepared the plans and specifications for this project.

## **Sources of Funding:**

WWU Housing and Dining  
WWU Institutional/Divisional  
Financing

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Vice President Richard Van Den Hul

**DATE:** February 9, 2018

**SUBJECT:** **2017-2019 CAPITAL BUDGET**

**PURPOSE:** Action item

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## **Purpose of Submittal:**

Implementation of the 2017-2019 Capital Budget.

## **Executive Summary:**

In September 2016, Western Washington University (Western) submitted a state capital budget request of \$127,216,000 of new appropriations. In January 2018, under Senate Bill 6090, Western received \$27,131,000 in new appropriations, of which the State Building Construction Account (general obligation bonds) provides \$14,368,000 and Local Funds provide \$12,763,000. Local funds are generated from the Normal School Fund (timber sales) and the portion of tuition and fees dedicated to construction. The attached chart compares Western's 2017-2019 capital budget request, Governor Inslee's proposed budget, and the final budget.

Of the new appropriations, \$6,000,000 of general obligation bond funding is for the design of the Science Building Addition and Renovation project. The remaining funding, consisting of \$8,368,000 in general obligation bonds and \$12,763,000 in local funds, is for upgrading, preserving, and maintaining facilities and infrastructure throughout campus.

Two important requests that were not in the final capital budget are a portion of the funding for the Multicultural Center, a request under the Minor Works program, and the funding for Disability Resources and Veteran Services at Wilson Library. Because of their importance, we recommend \$1,990,000 for the Multicultural Center, which is only a portion of the total project cost, and \$2,700,000 for the Disability Resources and Veteran Services at Wilson Library be self-funded with one-time University funds.

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, accept the 2017-2019 Capital Budget totaling \$27,131,000 in appropriations and approve the distribution by major categories in accordance with the attached chart.

Further, MOVED that \$1,990,000 be approved for the Multicultural Center and \$2,700,000 be approved for the Disability Resources and Veteran Services at Wilson Library.

**WESTERN WASHINGTON UNIVERSITY  
2017-2019 CAPITAL BUDGET REQUEST COMPARISON SHEET**

<i>PROJECTS</i>	<i>FUND SOURCE</i>	WWU Request - September 2016			Gov. Inslee Budget - December 2016			FINAL BUDGET - January 2018		
		Bonds	Local	TOTAL	Bonds	Local	TOTAL	Bonds	Local	TOTAL
1	MINOR WORKS - Preservation	15,400,000		15,400,000	4,998,000	6,605,000	11,603,000		6,179,000	6,179,000
2	SCIENCE BUILDING ADDITION & RENOVATION	54,991,000	1,250,000	56,241,000				6,000,000		6,000,000
3	2017-19 CLASSROOM & LAB UPGRADES	6,180,000	470,000	6,650,000	6,180,000	470,000	6,650,000	6,180,000	470,000	6,650,000
4	MINOR WORKS - Program	6,637,000	8,763,000	15,400,000						
5	ACCESS CONTROL SECURITY UPGRADES	7,200,000		7,200,000					1,500,000	1,500,000
6	DISABILITY RESOURCES AND VETERAN SERVICES AT WILSON LIBRARY	2,607,000	93,000	2,700,000	1,350,000	1,350,000	2,700,000			
7	CONSOLIDATED ACADEMIC SUPPORT SERVICES FACILITY	9,526,000	424,000	9,950,000						
8	ELEVATOR PRESERVATION AND ADA UPGRADES	6,700,000		6,700,000		3,188,000	3,188,000	2,188,000	1,000,000	3,188,000
9	WATERFRONT LAND ACQUISITION	4,500,000		4,500,000						
10	SOUTHCENTRAL CAMPUS ROADWAY REVISIONS	2,060,000		2,060,000						
12	HEATING SYSTEM CARBON REDUCTION & ENERGY SYSTEM IMPROVEMENTS	415,000		415,000						
	Preventive Facility Maintenance & Repairs								3,614,000	3,614,000
<b>TOTAL</b>		<b>116,216,000</b>	<b>11,000,000</b>	<b>127,216,000</b>	<b>12,528,000</b>	<b>11,613,000</b>	<b>24,141,000</b>	<b>14,368,000</b>	<b>12,763,000</b>	<b>27,131,000</b>

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

**TO:** Members of the Board of Trustees

**FROM:** Earl Overstreet, Chair, Board of Trustees Audit Committee

**DATE:** February 9, 2018

**SUBJECT:** **Appointment of FY 2018 Financial Statement Auditor**

**PURPOSE:** Action Item

### **Purpose of Submittal:**

The Board of Trustees Audit Committee recommends the reappointment of the State Auditor's Office to perform Financial Statement audit services for the fiscal year ending June 30, 2018.

### **Proposed Motion:**

MOVED, upon the recommendation of the Board of Trustees Audit Committee, the appointment of the Washington State Auditor's Office to perform an audit of the Financial Statements of the University, Housing and Dining, and Wade King Student Recreation Center, and an audit of the inventory of the Associated Students Bookstore. The appointment is for a one-year term with an estimated 620 hours and an estimated cost of \$51,000.

### **Supporting Information:**

On February 10, 2017, the Board Audit Committee recommended, and the Board of Trustees approved, the selection of the Washington State Auditor's Office to perform the financial statement audit for FY 2017. Western entered into a one-year agreement with the State Auditor's Office to perform the FY 2017 audit.

During the summer of 2017 the Audit Committee reviewed information from CPA firms and agreed that the FY 2018 services should be an audit of the Financial Statements.

Based on the recent review of services and satisfactory completion of the FY 2017 audit, the Board of Trustees Audit Committee recommends the selection of the State Auditor's Office to audit the FY 2018 Financial Statements under the terms similar to prior years' contracts.

- One year term (State Auditor's Office standard)
- Estimated 620 hours with an estimated cost of \$51,000
- Includes review of the Financial Statements of the University, Housing and Dining, and Wade King Student Recreation Center, and an audit of the inventory of the Associated Students Bookstore

**Source of Funding:** State Appropriated – Operating  
Auxiliary Services

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Brent Carbajal, Provost and Vice President for Academic Affairs and Earl Gibbons, Vice Provost for Extended Education

**DATE:** TBA

**SUBJECT:** 2018 Summer Session Tuition and Fees

**PURPOSE:** Action Item

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**Purpose of Submittal:**

It is the Board of Trustees responsibility to approve Summer Session 2018 tuition and fees.

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, on recommendation of the President, approves the recommended Summer Session Tuition for 2018: specifically, that resident undergraduate tuition will remain unchanged at \$250 per credit; resident graduate tuition will rise to \$309 per credit; and non-resident undergraduate and graduate tuition will increase to \$346 and \$405 per credit, respectively. Tuition rates for programs with unique tuition amounts will match the approved rates from the academic year: \$358 per credit for resident graduate and \$715 for non-resident graduate for the MBA program; \$472 per credit for resident graduate and \$872 for non-resident graduate for the pathology program; and \$636 per credit for resident graduate and \$949 for non-resident graduate for the audiology program. The \$45 per credit "Non-resident Fee" applied to both undergraduate and graduate nonresidents will remain unchanged. Student tuition will be charged on a per credit basis for Summer Session.

**Points to Consider:**

The proposed increases are necessary to cover increasing Summer Session operational costs, including salaries, benefits, and other expenses.

*Washington Resident Undergraduate Tuition*

If this motion is adopted, there would be no increase in Summer Session tuition for resident undergraduates, which accounted for 85% of the Summer Session 2017 population.

Washington State University and Eastern Washington University have determined that they will not increase their rates for resident undergraduates for Summer Session 2018. The University of Washington will increase resident undergraduate tuition by 2.7%. Central Washington University and The Evergreen State College have yet to finalize their Summer Session 2018 tuition rates.

*Washington Resident Graduate Tuition*

If this motion is adopted, Summer Session 2018 resident graduate tuition will rise 3.3% to \$309 per credit, to keep pace with what resident graduate students are paying during the current 2017-2018 academic year.

Eastern Washington University and Washington State University tuition will remain unchanged. The University of Washington increased graduate tuition by less than 1%. Central Washington University and The Evergreen State College have yet to finalize their Summer Session 2018 tuition rates.



### Non-resident Undergraduate and Graduate Tuition

Washington's six public four-year institutions are divided in their respective approaches to establishing non-resident Summer Session tuition rates. This year, the University of Washington and Western will propose differential Summer Session rates for non-resident students. While Central Washington University and the Evergreen State College have yet to finalize their tuition rates, they have historically had differential rates for residents and non-residents. Two institutions, Washington State University and Eastern Washington University, have adopted a single Summer Session tuition rate.

The proposed motion continues Western's practice of charging differential non-resident undergraduate and graduate tuition. If adopted, the tuition rate for non-resident undergraduates will increase to \$346 per credit (3.3%) and the tuition rate for non-resident graduates will rise to \$405 per credit (5.5%). These specific increases are necessary to maintain the previously established relationships between resident and non-resident tuition and between undergraduate and graduate tuition. The non-resident fee would remain unchanged at \$45 per credit.

The proposed motion is consistent with the Board's previous authorization of differential state-supported tuition during the academic year for select graduate programs — audiology, MBA, and pathology— and extends the approved tuition rates for the prior academic year to Summer Session.

Source of funds: Self-supporting Dedicated Revenue

### Supporting Information:

Summer 2017 (Ordered by Resident Undergraduate Rates)									
Undergraduate					Graduate				
Resident		Non-Resident			Resident		Non-Resident		
Institution	Tuition per credit	Institution	Tuition per credit	Non-Res Fee	Institution	Tuition per credit	Institution	Tuition per credit	Non-Res Fee
WSU <sup>1</sup>	\$ 494.00	WSU <sup>1</sup>	\$ 494.00		WSU <sup>1</sup>	\$ 509.00	WSU <sup>1</sup>	\$ 509.00	
UW	\$ 323.10	UW	\$ 1,125.57		UW	\$ 723.13	UW	\$ 1,298.55	
CWU	\$ 264.70	CWU	\$ 397.05		CWU	\$ 310.59	CWU	\$ 465.89	
TESC	\$ 251.00	TESC	\$ 720.00		TESC	\$ 294.00	TESC	\$ 705.90	
<b>WWU</b>	<b>\$ 250.00</b>	<b>WWU</b>	<b>\$ 335.00</b>	<b>\$ 45.00</b>	<b>WWU</b>	<b>\$ 299.00</b>	<b>WWU</b>	<b>\$ 335.00</b>	<b>\$ 45.00</b>
EWU	\$ 235.00	EWU	\$ 235.00		EWU	\$ 364.13	EWU	\$ 364.13	

Summer 2018 - Proposed (Ordered by Resident Undergraduate Rates)									
Undergraduate					Graduate				
Resident		Non-Resident			Resident		Non-Resident		
Institution	Tuition per credit	Institution	Tuition per credit	Non-Res Fee	Institution	Tuition per credit	Institution	Tuition per credit	Non-Res Fee
WSU <sup>1</sup>	\$ 494.00	WSU <sup>1</sup>	\$ 494.00		WSU <sup>1</sup>	\$ 509.00	WSU <sup>1</sup>	\$ 509.00	
UW	\$ 331.78	UW	\$ 1,149.88		UW	\$ 723.81	UW	\$ 1,296.82	
CWU <sup>2</sup>	\$ 264.70	CWU <sup>2</sup>	\$ 397.05		CWU <sup>2</sup>	\$ 310.59	CWU <sup>2</sup>	\$ 465.89	
TESC <sup>2</sup>	\$ 251.00	TESC <sup>2</sup>	\$ 720.00		TESC <sup>2</sup>	\$ 294.00	TESC <sup>2</sup>	\$ 705.90	
<b>WWU</b>	<b>\$ 250.00</b>	<b>WWU</b>	<b>\$ 346.00</b>	<b>\$ 45.00</b>	<b>WWU</b>	<b>\$ 309.00</b>	<b>WWU</b>	<b>\$ 405.00</b>	<b>\$ 45.00</b>
EWU	\$ 235.00	EWU	\$ 235.00		EWU	\$ 364.13	EWU	\$ 364.13	

1 – WSU Operates on the Semester System

2 – 2018 Tuition Figures TBA; 2017 Figures Listed

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Stephanie Bowers, Vice President for University Advancement, Kit Spicer, Dean of the College of Fine and Performing Arts and Sonja Sather, Director of Development for the College of Fine and Performing Arts

**DATE:** February 9, 2018

**SUBJECT:** **Gift of Sculpture Woods**

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

Stephanie Bowers, Kit Spicer and Sonja Sather will provide a verbal presentation regarding the Sculpture Woods gift and show pictures of the property.

# Sculpture Woods



























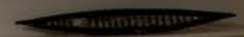
























*Sculpture  
Woods*

Ann Morris Studio

First Saturday of Each Month  
10am to 5pm  
Or by Appointment  
360-758-2143

3851 Legoe Bay Road

**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, VP for Enrollment and Student Services

**DATE:** February 9, 2018

**SUBJECT:** ENROLLMENT AND STUDENT SERVICES AND MULTICULTURAL CENTER PROJECT UPDATE

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

To provide the Board with an update from the Division of Enrollment and Student Services on current major initiatives.

**Background:**

Informational update on the Division of Enrollment and Student Services, including the Viking Union Multicultural Center renovation project.

**Supporting Information:**

PowerPoint Presentation

# Enrollment & Student Services Update

WWU Board of Trustees  
February 9, 2018

Melynda Huskey  
Vice President for Enrollment & Student Services

## Division of Enrollment & Student Services

Academic & Career Development (Academic Advising, Career Services, Tutoring Center)

Admissions

AS Bookstore

AS Child Development Center

AS Ethnic Student Center

Campus Recreation Services

Counseling Center

Dean of Students Office

Disability Resources

Financial Aid (Student Employment, Scholarships)

Intercollegiate Athletics

New Student Services/Family Outreach

Prevention & Wellness Services

Registrar

Student Health Center

Student Life (Student Crisis Response, Student Conduct)

Student Outreach Services

University Residences & Dining Services

Viking Union (Student Engagement, Associated Students, Facilities)

Veterans Services

# Major Initiatives, 2017-2018

- Strategic Planning
- Comprehensive Assessment
- Division Re-organization
- Viking Union Construction

# Multicultural Center



*Northeast View*

An innovative, flexible, multi-use space centering student needs and supporting inclusion, equity, and co-curricular education.

# Multicultural Center



*Southeast View*

Includes:

- AS Ethnic Student Center
- ESS Multicultural Services
- AS Resource & Outreach Programs

Project Square Footage:

13,000 New

10,000 Renovated

Construction

Feb 2018 – June 2019

# L6: Viking Union Entrance & Bookstore

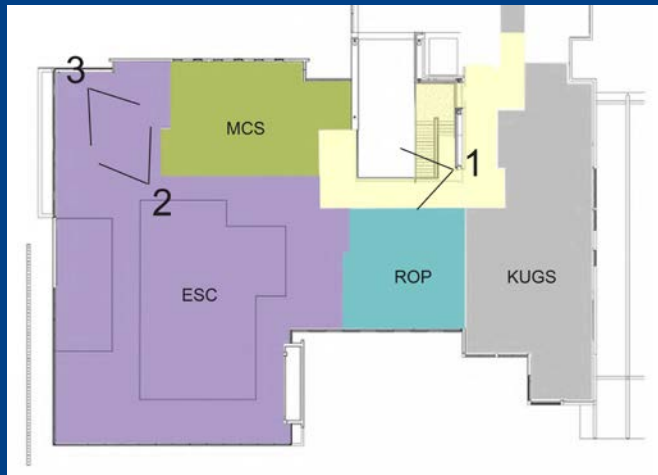


Level 6 (Street Level)





# L7: Multicultural Center & KUGS Radio (existing)

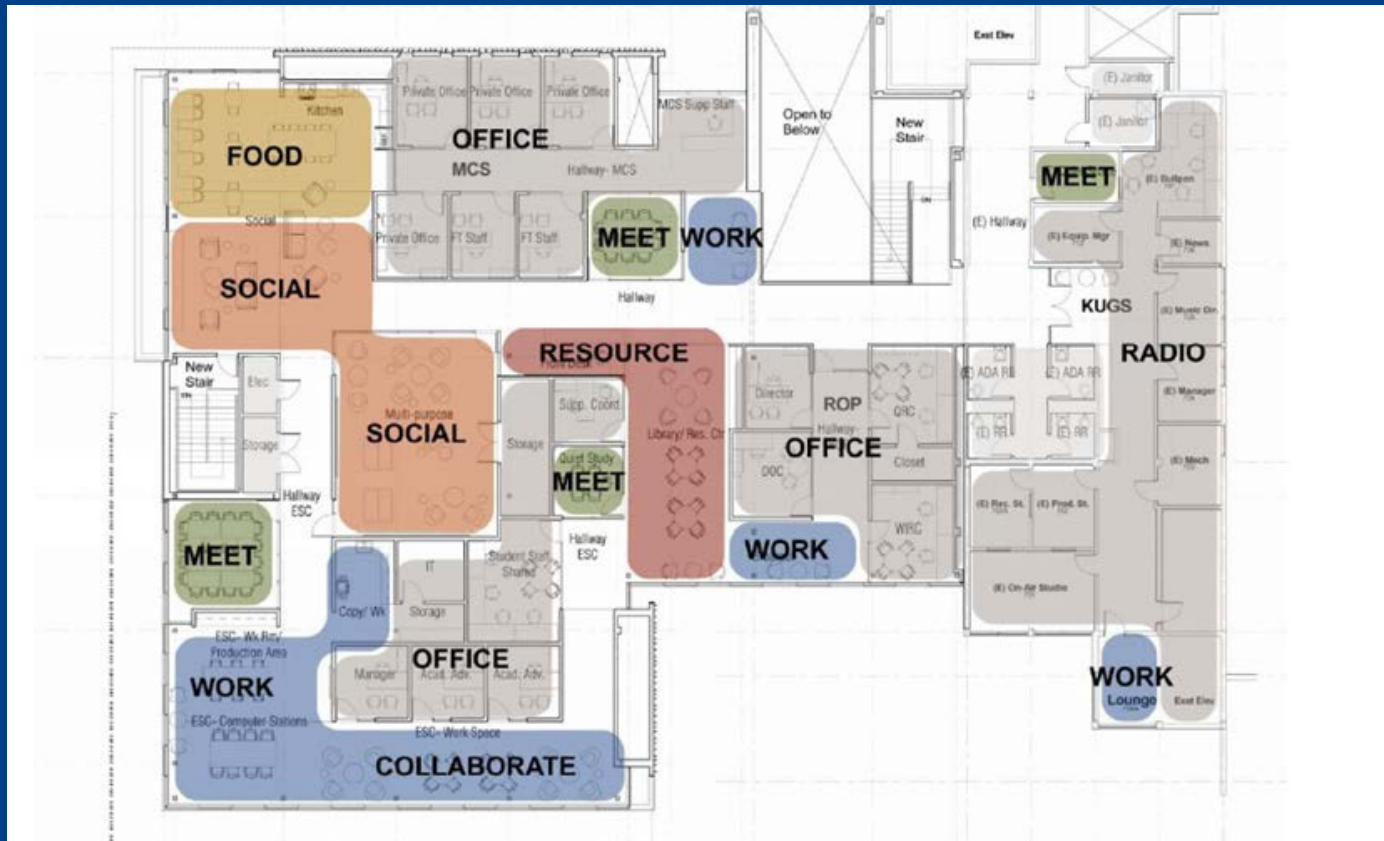


Level 7 (Upper Level)

- AS Ethnic Student Center
- ESS Multicultural Services
- AS Resource & Outreach Programs
  - Womxn's Identity Resource Center
  - Queer Resource Center
  - Disability Outreach Center



# Supportive Spaces for Student Success



- Welcome Desk
- Resource Library
- Club Workspace
- Study/Computer
- Dance/Meeting
- Kitchen/Social
- Collaborative/Group
- Quiet Reflective
- Offices/Services
- Gender Neutral Restrooms

# Multicultural Services Offices

Intentional planning process over the next year

- Facilitated conversations with AS, ESC, Viking Union, ROP, Enrollment and Student Services, and student stakeholders
- Strategic planning and re-organization

Goal: best use of this amazing space to achieve our shared commitment to equity, inclusion, and student success.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Becca Kenna-Schenk, Executive Director of Government Relations

**DATE:** February 9, 2018

**SUBJECT:** **Legislative Update**

**PURPOSE:** Discussion Item

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### **Purpose of Submittal:**

For this agenda item, Becca Kenna-Schenk, Executive Director of Government Relations, will provide a brief update on the 2018 Legislative Session and answer any questions the Trustees may have.

### **Background:**

#### *State Relations*

The 2018 Legislative Session began on January 8, and the “short” sixty-day supplemental session is scheduled to conclude March 8, 2018. On January 18, the Legislature approved the 2017-19 Capital Budget and accompanying bond funding bill after not approving the capital budget last year due to a stalemate over water rights and a 2016 state Supreme Court ruling known as the Hirst decision. As expected and consistent with proposals from last session, Western received \$27.131 million in capital funding in the 2017-19 budget.

Typically, during even-year supplemental legislative sessions, the Legislature adopts supplemental changes to the state’s biennial operating and capital budgets. Western’s budget priorities for the 2018 session include:

- \$1.2 million per year to increase capacity in STEM degree programs;
- \$1 million per year to establish a degree program in Marine, Coastal and Watershed Sciences;
- Maintenance and Operations funding for the Poulsbo SEA Discover Center; and
- Supplemental Capital Budget funding for minor capital construction improvements not addressed in the biennial capital budget.

The Legislature is also considering various policy proposals related to higher education this session. Among the items being considered are bills related to providing free tuition and fully funding the State Need Grant, decoupling student and activities fees from tuition increases in state statute, open educational resources to reduce textbook costs, suicide prevention and behavioral health, and financial aid programs for all Washington students regardless of immigration status.

#### *Federal Relations*

Congress has announced plans to reauthorize the Higher Education Act (HEA) this year, which could have widespread impacts for higher education. The Committee on Education and Workforce in the House of Representatives approved a proposal in December known as the PROSPER Act,

which attempts to simplify the FAFSA, maintain funding for the Pell Grant program, and include a Pell Grant bonus for students taking 15 or more credits. However, the PROSPER Act also proposes changes to financial aid programs, accreditation, and campus free speech that could negatively affect Western students. The Senate is currently working on a bipartisan proposal and Congress likely has a lengthy process ahead for reaching a final agreement in reauthorizing the HEA.

The federal government briefly shutdown at midnight January 20 until Congress passed a short-term spending bill on January 22 that will keep the government operating through February 8, 2018. The shutdown came after Republicans and Democrats in Congress reached an impasse over immigration policy and extending the legal status of Deferred Action for Childhood Arrivals (DACA) recipients. Last year, President Trump ordered an end to the DACA program and it is scheduled to expire March 5 unless a new plan is approved.

**Strategic Questions:**

1. Do the Trustees have questions about specific bills being considered in the 2018 Legislative Session?
2. Do the Trustees who attended the 2018 Regents & Trustees Day in Olympia on January 9, 2018 have any feedback or comments related to the event?

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

**TO:** Members of the Board of Trustees  
**FROM:** President Sabah Randhawa by Provost Brent Carbajal  
**DATE:** February 9, 2018  
**SUBJECT:** **Quarterly Report on Grants and Contracts**  
**PURPOSE:** Informational Item

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**Purpose of Submittal:**

Information from the Office of Research and Sponsored Programs concerning grant awards for the period October 1, 2017 – December 31, 2017.

**Supporting Information:**

- Grant awards/totals for the period 10/1/17 – 12/31/17
- External grant awards for the period 10/1/17 – 12/31/17

Grant Awards for Quarter 2 of the 2018 Fiscal Year.

The total amount of grants and contracts received this quarter was \$2,779,867. This includes both new awards and additions to existing awards.

Department	New Award	Additions	# New Awards	# Additions
Biology Department	\$0	\$15,000	0	1
Chemistry Department	\$10,000	\$103,419	1	2
Computer Science Department	\$0	\$42,958	0	1
Dept Env Studies-Educ Geog Plan Pol	\$27,499	\$0	2	0
Dept of Environmental Sciences	\$2,459	\$20,815	1	1
Elementary Education	\$505,687	\$52,500	2	1
Engineering and Design Department	\$5,000	\$0	1	0
Geology Department	\$55,541	\$88,388	3	3
Institute of Watershed Studies	\$11,616	\$294,849	1	1
Mathematics Department	\$1,148,925	\$0	2	0
Off of Research & Sponsored Programs	\$0	\$46,000	0	1
Science Math and Technology Ed	\$35,212	\$0	1	0
Shannon Point Marine Center	\$164,185	\$146,414	1	1
Woodring College of Education Gen	\$0	\$3,400	0	2
<b>Totals:</b>	<b>\$1,966,124</b>	<b>\$813,743</b>	<b>15</b>	<b>14</b>

Orgn Title	Initial	Additional	Total	Count	Initial Count	Additional Count	FY	FYQTR
Biology Department	\$0	\$15,000	\$15,000	1	0	1	2018	2
Chemistry Department	\$0	\$103,419	\$103,419	2	0	2	2018	2
Chemistry Department	\$10,000	\$0	\$10,000	1	1	0	2018	2
Computer Science Department	\$0	\$42,958	\$42,958	1	0	1	2018	2
Dept Env Studies-Educ Geog Plan Pol	\$27,499	\$0	\$27,499	2	2	0	2018	2
Dept of Environmental Sciences	\$0	\$20,815	\$20,815	1	0	1	2018	2
Dept of Environmental Sciences	\$2,459	\$0	\$2,459	1	1	0	2018	2
Elementary Education	\$505,687	\$0	\$505,687	2	2	0	2018	2
Elementary Education	\$0	\$52,500	\$52,500	1	0	1	2018	2
Engineering and Design Department	\$5,000	\$0	\$5,000	1	1	0	2018	2
Geology Department	\$55,541	\$0	\$55,541	3	3	0	2018	2
Geology Department	\$0	\$88,388	\$88,388	3	0	3	2018	2
Institute of Watershed Studies	\$0	\$294,849	\$294,849	1	0	1	2018	2
Institute of Watershed Studies	\$11,616	\$0	\$11,616	1	1	0	2018	2
Mathematics Department	\$1,148,925	\$0	\$1,148,925	2	2	0	2018	2
Off of Research& Sponsored Programs	\$0	\$46,000	\$46,000	1	0	1	2018	2
Science Math and Technology Ed	\$35,212	\$0	\$35,212	1	1	0	2018	2
Shannon Point Marine Center	\$0	\$146,414	\$146,414	1	0	1	2018	2
Shannon Point Marine Center	\$164,185	\$0	\$164,185	1	1	0	2018	2
Woodring College of Education Gen	\$0	\$3,400	\$3,400	2	0	2	2018	2
Totals	\$1,966,124	\$813,743	\$2,779,867	29	15	14		



# ADVANCING THE UNIVERSITY

FEBRUARY 2018



***“Endowments like this for Sculpture Woods create an enduring legacy, with sustainable support for the property and preservation of this rare and beautiful gift for future generations. These three donors had the foresight to protect this very special place, and Western is honored to be the steward of this visionary gift.”***

**— Marjorie Hatter, Chair  
Western Washington University Foundation**

# ADVANCEMENT UPDATE

NOVEMBER 1 THROUGH DECEMBER 31

## FAST FACTS



## EVENT ATTENDANCE



## ANNUAL GIVING PHONATHON



CONTACT  
3,348



TOTAL PLEDGES  
689



TOTAL PLEDGE AMOUNT  
\$42,675

# GROWING AWARENESS

NOVEMBER 1 THROUGH DECEMBER 31

## SEATTLE TIMES SPONSORED CONTENT: THE USER EXPERIENCE

In previous reports, University Advancement and two campus partners—University Communications and Extended Education—have collaborated on a series of sponsored articles in the Seattle Times. Here, we depict the user's experience from reading the article to seeing ads to support Western on other web pages.

The user clicks on the article, they can also click on the ads to donate. The article click creates a cookie.

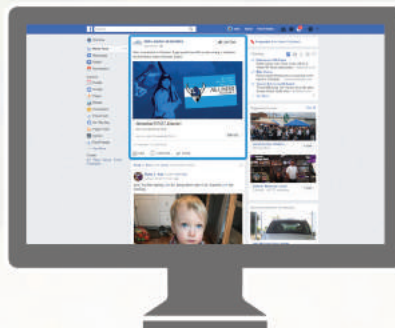


NOVEMBER CLICKS TO DONATE TO COMPASS 2 CAMPUS:  
**265**



DECEMBER CLICKS TO DONATE TO VETERANS ADS:  
**327**

When the user goes to another website after viewing the article, they are served one of four targeted WWU Alumni Membership ads.



When the user clicks on the ads next to the article, they are taken directly to WWU Alumni's membership page.

NOVEMBER CLICKS TO MEMBERSHIP:  
**343**



DECEMBER CLICKS TO MEMBERSHIP:  
**476**

# ENGAGEMENT

CONTINUED



## ZOOLIGHTS LIGHTS UP THE NIGHT FOR VIKINGS

On December 2, 98 WWU alumni, friends, and family gathered at Point Defiance Zoo and Aquarium for our annual Western at Zoolights event. Chilly Vikings warmed up with hearty snacks and bottomless cocoa.



## HOLIDAY RECEPTION AND PLAY

On December 8, President Sabah Randhawa and 182 Western supporters gathered for a holiday celebration on campus. After mingling, the party moved to the Performing Arts Center for a performance of "1776."



## HOLIDAY RECEPTION IN WOODINVILLE

President Sabah Randhawa and 93 guests gathered in lovely Woodinville, WA at Januik Winery for a festive holiday reception and winery tour on December 12.



## SHOWING OUR DEDICATION: THE HALL OF FAME ROOM

The much-anticipated WWU Carver Hall of Fame Room was dedicated on January 4 at a gathering of 101 proud Vikings. President Randhawa's honored guests included Carol and David Robinson, who contributed 100 percent of the funds to build the room. Twenty Hall of Fame alumni also participated in the program.



## WWU ALUMNI CHEER VIKINGS INTO VICTORY

Before our Vikings took the court to defeat CWU in men's basketball, 166 of our friends, family, and supporters gathered to enjoy a pregame meal and beverage. Alumni had a great time mixing and mingling throughout the game, and cheered hard as the Vikings won! Go Viks!

# WHY WE DO WHAT WE DO...

## IMPACT STORIES



Three donors—Jack ('54) and JoAnn Bowman, Anne Steele, and an anonymous donor—created the Sculpture Woods endowment to support the property, including Ann Morris's studio, in perpetuity.

### SCULPTURE WOODS STEWARDSHIP FORMALIZED

On December 20, the Western Foundation established an endowment ensuring the proper stewardship of Sculpture Woods. Created by sculptor Ann Morris, Sculpture Woods is the newest addition to Western's cultural landscape. Three significant gifts totaling \$900,000 from Jack ('54) and JoAnn Bowman, Anne Steele, and an anonymous donor will provide for the ongoing maintenance of the 15-acre property, studio spaces, galleries, and sculptures. Sculpture Woods is home to Ann Morris's series "Figuration of the Human Spirit," a series of outdoor bronze human figures based on mythological themes that tie them to the natural sylvan setting. The gifts will support the proper administration of Ms. Morris's studio and gallery, a majestic space that will serve as a gathering place for artists, scholars, and guests of Western for retreats, artist residencies, concerts, and other appropriate functions. Morris will continue to work in her studio for the foreseeable future, and tours will continue as scheduled on the first Saturday of every month.

This endowment is an essential step in ensuring that Sculpture Woods is financially self-sustaining, preserving Ann's legacy, the land and her artwork for future generations. The Western Foundation is currently seeking additional funding for fully sustainable stewardship of this remarkable place.

### ENGSTROM SCHOLARSHIP ESTABLISHED

Alumnus Mark Engstrom ('79) worked hard as an undergraduate at WWU, both academically and as a line cook in a restaurant. After many successful years in accounting, he became a partner at Deloitte, and now he has found a way to give back to Western, where his career began. He and his wife Marcia have signed the Mark and Marcia Engstrom Scholarship. The \$25,000 gift (plus matching funds) will go to a first-generation accounting student. The College of Business and Economics and the Accounting program will be able to award the scholarship immediately. Mark not only established this scholarship with his wife, he also maintains his connection with Western. He joined the Beta Alpha Psi student accounting group at their annual spring banquet in May 2017 and has also recruited talented Western students for opportunities at Deloitte.

# UPCOMING EVENTS

FEBRUARY THROUGH APRIL 2018

- FEBRUARY 13** Scholarship Dinner, Bellingham
- FEBRUARY 17** Everett Silvertips vs. Seattle Thunderbirds, Everett
- MARCH 01** Scholarship Dinner, Bellingham
- MARCH 02** Art Walk, Western City Center, Bellingham
- MARCH 09** WWU at Scottsdale's Museum of the West, Scottsdale, AZ
- MARCH 24** Winter Commencement
- APRIL 06** Art Walk, Western City Center, Bellingham



Western Washington University does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information in its programs or activities. Inquiries may be directed to the Vice Provost for Equal Opportunity & Employment Diversity, Title IX and ADA Coordinator, Equal Opportunity Office, WWU, Old Main 345, MS 9021, 516 High Street, Bellingham, WA 98225; 360.650.3307 (voice) or 711 (Washington Relay); [ooo@wwu.edu](mailto:ooo@wwu.edu).

To request this document in an alternate format, please contact Frances Badgett, Assistant Director of Advancement Marketing & Communications; 360.650.2190 (voice); [frances.badgett@wwu.edu](mailto:frances.badgett@wwu.edu).



**Capital Program Report  
Board of Trustees  
February 9, 2018**

**MAJOR / INTERMEDIATE CAPITAL PROJECTS**

• **Carver Academic Renovation**

The Carver Academic Renovation project construction is complete. Move-in of occupants is complete, and the project is fully occupied and operational. Closeout of the construction contract is still on-going.

• **Multicultural Center**

The consultants completed the 90% construction documents in December. These documents were submitted to the City for permit review. Final construction documents were completed in January. Dawson Construction, general contractor/construction manager (GC/CM), has issued subcontract bid packages and a GC/CM construction contract will be submitted for Board of Trustees approval at the February 9 meeting.

• **Buchanan Towers Renovation**

The Buchanan Towers Renovation project will improve ventilation, fire protection and suppression, security, lighting, and interior finishes. It will replace windows and seal brick on the exterior, and will provide additional wheelchair accessible units in the original building and add kitchenettes in a few lounges in the east addition.

Bids were received on January 19, 2018. A construction contract will be submitted for Board of Trustees approval at the February 9 meeting.

**2018 CAPITAL BUDGET**

On January 19, the Governor signed the state's 2017-2019 capital budget and accompanying bond funding bill. The new capital budget includes the following funding for Western's capital priorities:

- Minor Works – Preservation (\$6.179 million)
- Sciences Building Addition and Renovation (\$6.0 million)
- 2017-2019 Classroom and Lab Upgrades (\$6.65 million)
- Access Control Security Upgrades (\$1.5 million)
- Elevator Preservation Safety and ADA Upgrades (\$3.188 million)
- Preventive Facility Maintenance & Repairs (\$3.614 million)

Planning for the next biennium capital request and ten-year plan has already commenced. The Board will review Western's draft 2019-2021 capital budget request and 2019-2029 capital plan at the April 2018 meeting.

For more information about the major projects, the Capital Program, and the Capital Planning Process, visit the Office of Facilities Development and Capital Budget website:  
<http://www.wvu.edu/wwuarchitect/>.

**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 and Marketing

**DATE:** February 9, 2018

**SUBJECT:** **University Relations and Marketing Report**

**PURPOSE:** Information Item

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**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**

The following is a briefing on a wide range of community development, media relations, video, web development and graphic design initiatives produced since the last Trustees report. In addition, following are a few updates and new projects.

**Bellingham Waterfront District Redevelopment**

The Granary Building, the first project at the Waterfront, will be ready for occupancy in March. In November, construction of the two main streets into the waterfront district – Granary Avenue and Laurel Street – began, while work on Waypoint Park near the Whatcom Waterway is set to begin shortly. Groundbreaking on the waterfront condos is expected this spring with completion slated in summer/fall 2019. Meanwhile, Harcourt Development expects to break ground on a hotel and convention center in 2020. Discussions are ongoing about other residential developments (senior assisted living and student/young professional housing among them) as well as proposals for Western's presence at the waterfront.

- **Tribal Relations Liaison**

The search committee for the newly-created position of Director of Tribal Relations is being convened this month, which will be co-chaired by Huxley College of the Environment Dean Steve Hollenhorst and Kristen French, associate professor of Elementary Education. Dr. French is a registered tribal member and a long-time advisor to the Native American Student Union (NASU), whose "letter of urgent needs" in Spring 2017 called for the creation of this position. In addition to several Native American faculty, staff and students, Bernie Thomas, Lummi Nation Education Director and delegate to the Tribal Leaders Congress of Education, has also agreed to serve on the committee. We hope to have the search successfully concluded by the end of the academic year. The position will be housed in the division of University Relations & Marketing.

- **Housing and Growing Student Enrollment**

We have fielded several calls recently from legislators and local civic leaders concerned about the issue of housing in light of growing student enrollment. We have taken this opportunity to establish an annual update from President Randhawa to the Bellingham City Council, the first of which will occur on February 26. We expect that questions about housing plans will dominate the agenda.

As part of the University's strategic planning process, we are at work on a Housing Master Plan to expand on a study that was completed in Fall 2015, which could include both renovations of existing residence halls and a new facility. We are currently studying what the optimal size of the new facility should be based on future enrollment trends and growth in private housing near campus. Since our Fall 2015 study, two large off-campus apartment complexes have opened: "NXNW" with over 600 beds came on line in fall 2016 and "The Gathering" with approximately 440 beds in Fall 2017. We have since learned of another approximately 480-bed complex of single-bedroom apartments near campus in the 900 block of State St. projected for a Fall 2019 opening. It's worth noting that Western enrollment exceeded 10,000 for first time in 1970. So, over the past 47

years, we have added approximately 5,000 students. The majority of our total enrollment of 15,915 are enrolled on the main Bellingham campus. Approximately 11,000 of those students live off-campus. According to U.S. Census data, the student-aged population (ages 20-24) in Bellingham has remained remarkably constant as a percentage of the overall population at around 18% since 2010. The 50 and over population, meanwhile, has grown to nearly 30%.

- **Unified Brand Strategy**

Our work with DNA, one of Seattle's top brand strategy and advertising agencies led by Western alumnus Chris Witherspoon, begins this month with an external audit of existing qualitative and quantitative market research, including alumni and student surveys, perception studies and other secondary research sources, combined with internal stakeholder interviews and a deep dive into the messaging and positioning of key competitive universities. This work will continue through the spring and will ultimately result in the development of a creative brief for a multi-channel brand advertising campaign that we hope to debut statewide.

## Communications and Marketing

Our skilled professionals worked on a wide range of online, print, social media, video and graphic design communications and marketing, which included:

- Western student Breezy Johnson was selected to the U.S. Olympic Ski Team and our office quickly pushed out a package of press release, video and social media (see: <https://westerntoday.wvu.edu/features/wvu-student-breezy-johnson-is-going-to-the-olympics>), which led to numerous media stories, including KING 5 TV and area media such as the Bellingham Herald (See: <http://www.bellinghamherald.com/sports/article196471509.html>).
- **In publications**, our office won four awards from CASE District 8. Assistant Director John Thompson won two silver awards in feature writing for stories that appeared in Window magazine: "Editors of the Species," about gene editing, and "The Heights of Climate Science," about faculty member John All and Western's Mountain Environments Research Institute. Window magazine's Mount Baker edition of spring/summer 2017 also won a bronze award for excellence in special magazine issues. Finally, our first-ever wall calendar for families, a collaboration with New Student Services and Family Outreach, won a bronze award in the special projects category. We're proud of all these awards; our region includes universities in the Pacific Northwest and western Canada. Readership remains high for the WWU Family Connection Newsletter, a monthly collaboration with New Student Services/Family Outreach.
- **In marketing and social media**, our staff met with staff and students from many campus offices, including Suicide Prevention, Men's Resiliency, the Ethnic Student Center, the All-In Voter Registration Challenge, the Office of Sustainability, Off Campus Living, Human Resources, Western Libraries, Admissions, Prevention and Wellness, AS Communications and Academic Technology and User Services to assist with social media, marketing planning and internal communications.

- **In video and photography**, our staff continued its emphasis on shorter video and expanding access via multiple social media and online channels to enhance viewership. Work has begun between the office and our peers in WebTech on a new campus-wide distribution system for video content which will act as a distribution hub for video content in the same way Western Today currently acts as a distribution hub for written content.
- Our **graphic designers** worked on a wide range of design projects with offices across campus, including fliers, posters, banners and online and social media design work. Some notable examples included: Residence Life brochures, table tents and mailer; hallway banner for Woodring College; Black History Month Summit posters and brochure; Children's Literature Conference posters and materials; Martin Luther King Jr. event posters, banners, and programs; University PSA airing on ESPN 3 and ROOT Sports; TEDxWWU event promotional package; Commencement templates for Registrar's office, and full-page ad for the MBA program in the Puget Sound Business Journal.

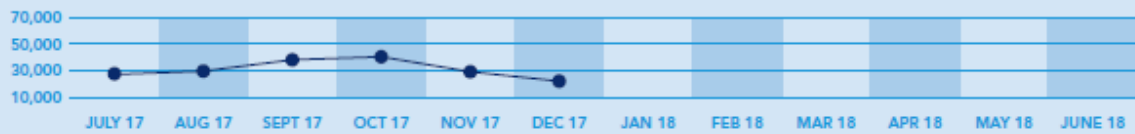
**WESTERN TODAY**

TOTAL HITS

**51,141**

TOP STORIES

- WWU Student Breezy Johnson Going to Olympics
- Ian Vincent: One Man's Painful Path to Clarity
- Climate Change, Snowmelt, and Salmon: WWU Faculty Probe for Answers to Save a Pacific Northwest Icon



**SOCIAL MEDIA**



**TWITTER**



**FACEBOOK**



**INSTAGRAM**

STATISTICS AT A GLANCE

**20,813**  
Total followers  
**355**  
New followers  
**0.87%**  
% gained  
**2,011**  
Engagements

**47,091**  
Total followers  
**405**  
New followers  
**0.44%**  
% gained  
**5,995**  
Engagements

**16,282**  
Total followers  
**410**  
New followers  
**1.28%**  
% gained  
**43,868**  
Engagements

## MEDIA STORIES

**1,572**  
Total Stories

### TOP STORIES

- WWU student Breezy Johnson qualifies for Olympics (KING 5 TV)
- 'Did that really happen?' Why your memory could be lying to you (The Telegraph – London, UK)
- Researchers document eelgrass wasting disease in Washington (Houston Chronicle)
- It's time to save our Orcas, lawmaker says (Q13FOX)



## CREATIVE SERVICES

### GRAPHIC DESIGN



**52** Total Projects

#### FEATURING

- University PSA airing on ESPN 3 and ROOT Sports
- Shannon Point Marine Center - Research Experiences flier
- TEDxWWU promotional materials
- Winter Career Fair promotional materials



### PHOTO & VIDEO



**31** Total Projects

#### FEATURING

- Portraits of standout students for Admissions Office
- Annual Holiday E-card for the President's Office
- Photo and video for the Sustainability Action Plan Rollout
- New employee welcome video for Human Resources



## FAMILY CONNECTION NEWSLETTER

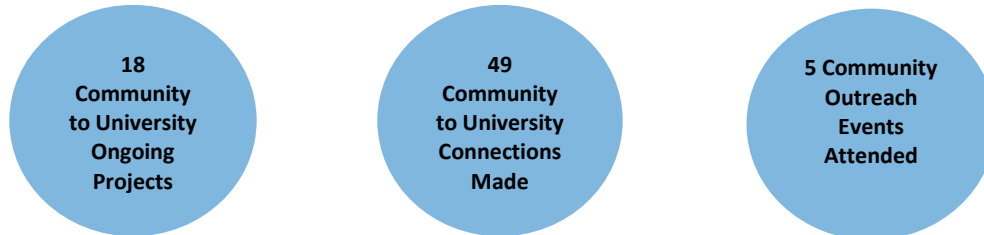
- November edition emailed to 13,563 recipients  
Opened: 3,401 (25 percent)  
Clicked on a link: 711 (5.3 percent)
- December edition sent to 13,429 recipients  
Opened: 3,675 (27 percent)  
Clicked on a link: 387 (2.9 percent)

## WINDOW MAGAZINE

- 115,500 copies mailed to alumni and donors and distributed on campus.
- 2,675 page views at window.wvu.edu
- Top stories clicked: "The Big Story," about alumni journalists, "Alaska Stories," about novelist alumna Eowyn Ivey, "Culture Matters," about Professor Joseph Trimble, a pioneer in multicultural sociology.

## Community Relations

The Office of Community Relations **amplifies community connections** by connecting the community's needs with the resources and assets of Western. By **providing a centralized connecting point** for the community to access Western and its students and faculty, Community Relations **builds partnerships** that benefit both the university community and the people of Washington while **enhancing the university's reputation**.



### *Business to Academic Partnerships*

Community Relations regularly scans for potential partnerships for faculty and students by serving as a visible member of the business, government, and non-profit communities. These partnerships benefit the academic curriculum, provide applied experience for students and build or expand partnerships with influential people who support Western. One example includes connecting Troy Lautenbach, CEO of Lautenbach Industries with the Dean of Huxley College of the Environment and Huxley's Development Officer to discuss the many ways his company can provide internships, research partnerships, guest lecture/speaker opportunities, and class tours of his facilities. Also discussed were ways he could help work with students to research converting Western's heating system from natural gas to a wood-based boiler system. Historically, Troy has not had a relationship with Western, yet Western's focus on Community Relations has allowed this to happen. Troy said, "Having a connection with the University has always been a desire for me and my company and I'm looking forward to the relationship!"

### *Increasing Western's Presence in the Community Creates Opportunities and Builds Rapport*

Community Relations plays an important role ensuring that Western is not just visible in the community, but recognized as a key leader by actively serving on various boards, committees, and participating in events. Involvement includes Team Whatcom Economic Development Team, Bellingham Chamber of Commerce Board, Domestic Violence Commission Board, Career Services Center Advisory Committee, and the Bellingham Mayor's Neighborhood Advisory Council. The Director of Community Relations also served as the emcee for the University holiday party and the Annual Bellingham Chamber of Commerce Awards Dinner.

Serving as a visible representative in the community opens doors. One recent example includes a connection made with the director of the Whatcom Dispute Resolution Center (WDRC). WDRC currently works formally and informally in many ways with Western, yet Western's multiple entities who work with WDRC haven't historically collaborated together to make the most of this important partnership. Community Relations brought the Director of WDRC to campus to meet with Dean of Students Office, AS, Counseling Services, HR, Residence Life, Service Learning, among others to address gaps in services the university can provide its students through WDRC in an effort to better serve the Western community.

### Partnering Increases Western's Impact

Community Relations is able to serve as Western's key community connector not only by being visible in the community, but by being a trusted WWU go-to resource. Connections can include a local retiree or small business owner to large state-wide initiatives. Introductions lead to conversations, which lead to partnerships that benefit Western and the state/community the university serves.

One example includes the continued work on the Cascadia Innovation Corridor, which is an ongoing broad collaborative effort between educational institutions, business, government, and economic development entities. The partnership is outlined in an MOU between B.C. and Washington (with funding from Microsoft). Community Relations is working to ensure Western remains an active partner in this exciting initiative by leading a charge in facilitating partnerships among key players in the northern span of the corridor.

## SMALL BUSINESS DEVELOPMENT CENTER

### WWU Small Business Development Center: 2017 DEMOGRAPHICS

- **Top industries:** Service Establishment, Manufacturing, Retail Dealer
- **Top Areas of counseling:** Marketing/ Sales, Managing a business, Financing/ Capital
- **Active clients' total sales:** \$183M\*
- **Active clients' total jobs:** 3255\*
- The average SBDC client has been in business for 10 years

*\*Active clients' total sales and total jobs indicate that not all clients report full quantitative data. Some clients are not comfortable sharing this information.*

### WWU Small Business Development Center: 2017 CONTRACT DELIVERABLES

ADVISING		2017
Businesses Advised		290
Advising & Support Hours		2620

ECONOMIC IMPACTS		2017
Capital Formation		\$6.9M
Businesses Starts		10
Jobs Created & Retained		92

TRAINING		2017
Trainings		13
Trainees		230

RESEARCH		2017
Research Projects		41
Support Hours		644

ADD'L SERVICES		2017
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<b>Non-Clients Supported</b>	<b>199</b>
<b>Student/ Faculty Projects</b>	<b>47</b>
<b>Student/ Faculty Project Hours</b>	<b>559</b>

**WWU Small Business Development Center: Q4 2017 HIGHLIGHTS**

- SBDC client, Josh Burdick of Veritas Media Productions, was nominated for Bellingham Chamber Small Business Awards
- Nominated SBDC client for SBA family business of the year award
- Launched Northwest Workforce On-the-Job Training program and hiring assistance
- Hosted Digital Marketing training in Blaine, WA
- Co-hosted Superstar Supervision training series: Happy Employees - Secrets to Staff Retention, The Magic Combination of Support and Accountability, The Tricky Team – Supervising Friends or Family
- Began co-hosting monthly Government Contracting Essentials training with Washington State PTAC

**WASHINGTON CAMPUS COMPACT**

- 1) **Educational Equity Grant.** Washington Campus Compact submitted a renewal grant proposal for the College Access Corps program. Second year funding will be \$809,550 to support college access programs of low income K-12 youth from across the state.
- 2) **Poverty Alleviation Grant.** Washington Campus Compact submitted a renewal grant proposal for the VISTA program to support poverty alleviation efforts with emphasis on college access and success, improving food security initiatives, and STEM education support (VISTA).
- 3) **Legislative Request.** Washington Campus Compact is seeking legislative support for the Student Civic Engagement Initiative to support student projects that address specific critical issues facing our state. In addition, funds would be used to support a mapping project that documents higher education partnerships with K-12 schools across the state. The request is for \$250,000.
- 4) **Students Serving Washington Awards.** The third annual Students Serving Washington Awards ceremony will be held on March 16, 2018 to recognize outstanding student civic leaders from across the state. Governor Inslee will also select the top three student civic leaders – one from each institution type: state four-year institutions, community/technical colleges, and private institutions.



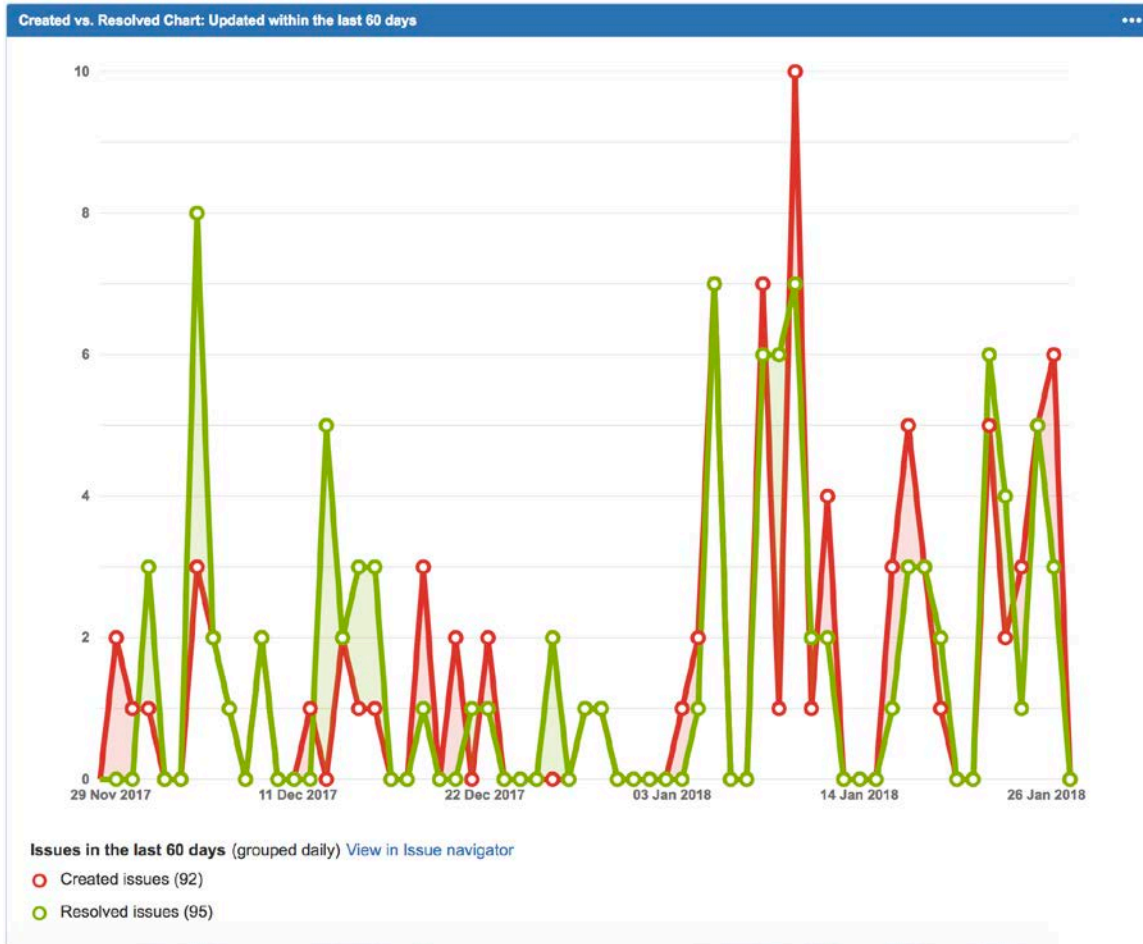
## **Web Communication Technologies (WebTech)**

WebTech is happy to report that we have hired a temporary employee, 32 hours per week, to assist with Drupal work through June. We hope to find permanent funding for a full-time employee to fill this roll moving forward. The impact of the temporary employee has been immediate with a wide range of work being completed that would otherwise have been delayed.

The enterprise wide project of converting all websites to the new search platform, Thunderstone, is well underway and on schedule for completion by April 1. The end result will be increased search quality and a savings of \$13,000 per year for the University.

Our new team members Carly and David who are focusing on accessibility compliance, remediation, and staff/faculty education continue to make measured progress. Required reports have been submitted to the Office for Civil Rights in collaboration with EOO and the task of remediating all external facing University websites has begun. Progress can be monitored at <https://access.wvu.edu> and a high-level calendar outlining future work can be seen at <https://access.wvu.edu/plan/>.

WebTech launched five projects over the last two months. Replacing the web camera overlooking Red Square is significant as the original camera no longer was viewable on modern browsers. The work that went into the camera selection, configuration, and installation will be shared with other personnel on campus who manage cameras setting new best practices to follow. WebTech also focused on archiving websites, working with site owners, over twenty sites have been archived. This practice keeps quality content available on the web and reduces accessibility gaps.



This chart shows the impact of having another Drupal developer on staff working 32 hours per week. More issues have been resolved than have been created. That is a first for a period of time that does not involve winter or spring break.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Vice President Richard Van Den Hul

**DATE:** February 9, 2018

**SUBJECT:** **Annual University Police Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Below is the annual update of the University Police Department.

**Supporting Information:**

The University Police Department is under the direction of Darin Rasmussen, Director of Public Safety/Chief of Police, currently supported by Ron Carpenter, Acting Assistant Director of Public Safety/Acting Assistant Chief of Police.

The Strategic Plan pursues three primary goals:

- 1) Reduce crime, disturbances, and incidents that pose potential threats of violence or create a fear of crime in the community;
- 2) Strengthen community awareness, involvement and interaction with the Public Safety Department; and,
- 3) Develop the organization's internal capacity and ability to promote and nurture the Community Oriented Policing philosophy among departmental personnel.

**State Level Participation**

Chief Rasmussen participates on the University Policing Committee of the Washington Association of Sheriffs and Police Chiefs (WASPC). WASPC is the state's recognized professional organization for law enforcement related issues, and has significant influence in Olympia. The University Policing Committee meets quarterly. This committee has a mutual aid agreement among the six university police agencies for responding to major disasters or events, and a "best practice" policy for dealing with threats of violence and response to violent situations on campus.

**Community Participation**

Staff actively participate in professional associations and task force programs, including community committees, professional law enforcement associations, community-based crime suppression and safety task forces, and campus committees.

The Campus-Community Coalition continues to combat high risk drinking through education, prevention, and enforcement. This organization addresses the many diverse issues that affect the relationships between the campus and surrounding communities. The University continues

funding of the Coalition, which includes Whatcom Community College, Bellingham Technical College, and Northwest Indian College as active partners. Western's Chief of Police is a member of the Coalition's Steering Committee, and he and other department police officers regularly attended Coalition meetings, neighborhood association meetings, and Hospitality Resource Alliance group meetings. Officers also participate in the *Advice on Tap* program in downtown establishments with the State Liquor Control Board and Bellingham Police Department officers. Through the Coalition, Western actively participates to address neighborhood issues that draw citizen complaints over noise, traffic, littering, and other behavioral issues. It is part of Western's commitment to keep our students safe and be a "good neighbor" to the communities around Western's campus.

The University Police Department continues its strong working relationship with the Bellingham Police Department, and Chief of Police David Doll, as well as with the Whatcom County Sheriff's Office and Sheriff Bill Elfo. This collaboration includes participation in the "Field Force", crowd management training with the Sheriff's Office in April 2017.

Western's officers continue to serve as members of the Bellingham Special Weapons and Tactics Team (SWAT), and participate actively in joint training operations in the neighborhoods surrounding the campus.

University Police officers participated with other agencies throughout Whatcom County in emphasis of traffic enforcement activities. These activities included DUI emphasis patrols and general traffic enforcement.

### **WWU Programs**

The Community Services Officer program utilizes uniformed police officers who present programs to the community dealing with Crime Prevention, Personal Safety, Property Protection, Substance Abuse, and other topics.

The Bicycle and Skateboard Patrol program coordinates bicycle and skateboard safety efforts to heighten awareness to the central campus core of the campus regulations, and to allow more personalized contact with students, faculty, and staff. Officers engage in an educational program to make bicyclists and skateboarders aware of the rules affecting them, and a strong enforcement effort to hold violators who continue to ignore the rules in place for the "walk zones" accountable.

As part of its annual participation in the Compass 2 Campus program, in addition to being an active part of the annual on-campus event, the department successfully completes hundreds of criminal history checks for program student volunteers annually, and works with several campus partners to improve the safety practices for programs involving children at Western.

The Public Safety Department conducts regular "*Behaviors of Concern - Violence Prevention*" training sessions for students, faculty and staff. These sessions include two video presentations, "*Options for Consideration*" and "*Flashpoint*". The videos link from the department's homepage, as does Western's "Emergency Preparedness" video, so that all students, faculty, and staff may have easy access to this important safety information.

### **Emergency Response and Notifications**

Through close working relationships with the Office of Communications and Marketing and the Environmental Health and Safety Office, a multi-faceted alert system makes it possible to notify

students, faculty, and staff via text messaging and email within minutes of an event that may pose an immediate threat to the campus. This system also uses our current fire alarm system to facilitate voice messages to be transmitted throughout campus buildings and incorporates Desktop Notification, which sends a similar notification through all networked computers on campus.

The department is in full compliance with FBI and Washington State Patrol requirements for security standards for all Western staff who may meet or work in those areas that contain confidential criminal justice information.

The department leads a Safety Assessment Team (Threat Assessment), consisting of representatives from Enrollment and Student Services, Judicial Affairs, University Police Department, Counseling Services, Residential Life, and the Student Health Center. The team is in full compliance with the guidelines recommended by the National Behavioral Intervention Team Association (NaBITA) with regard to its approach to potential issues of concern on campus. This team meets on a routine basis, as well as when necessary to deal with potentially threatening situations, to strengthen the collective ability to resolve or mitigate issues of concern. The collaborative team of professionals has functioned well to respond to several serious incidents affecting the University.

### **Professional Standards and Training**

Professional standards and training form a cornerstone in the development of competent police officers and civilian personnel, and a requirement of the accreditation standards. Officers are expected to demonstrate mental and physical skills that include strong written and verbal communication abilities, knowledge of relevant laws, officer safety techniques, and proficiency at skills that support proper patrol procedures.

In 2017 officers received over 899 hours of scheduled training in areas specifically related to their jobs. These included training in firearms, defensive tactics, active shooter joint-training, crisis intervention, lethal force, and RAVE emergency messaging training. A priority this year was sending six officers to “*Field Force*” training, a three-day training in crowd management. The training was held locally in Whatcom County. Chief Rasmussen and Sergeant Carpenter attended the basic 40-hour Clery Act Compliance course. Additionally, all officers are now in compliance with the state mandated Crisis Intervention training.

The department saw the retirement of 27-year veteran, Sergeant David Garcia and the resignation of Assistant Chief Donnell Tanksley. Tanksley left in December to take a position with Portland State University as its new Chief of Police. The department is currently conducting a search to replace Assistant Chief Tanksley, and to hire a new police officer to fill the vacancy created by Sergeant Garcia’s departure and subsequent promotion of a new sergeant.

### **State and Federal Reporting**

The Jeanne Clery Student Right-to-Know and Campus Security Act, passed by Congress in 1990, and constantly modified, is in response to concerns about crime and security at post-secondary education institutions. This Act requires institutions to disclose information about campus safety policies and procedures, and to provide statistics concerning whether certain crimes took place on campus. The program is a mandatory nationwide reporting effort that tracks statistical information of the seven most serious criminal offenses within geographical areas and reporting districts.

The University Police Department and Enrollment and Student Services compile the on-going annual crime statistics for publication and ensure compliance with Federal Register guidelines. Updated information is provided annually for new and returning students, staff, and faculty. Police agencies also report monthly activity through the National Incident Based Reporting (NIBRS) segment of the Uniform Crime Reporting (UCR) program. UCR information is included in Clery Act (Student Right-to-Know) reporting, along with information about alcohol and drug law violations, weapons possession, and incidents of student misconduct.

### **2017 Activity**

NIBRS is the current standard for law enforcement agencies to report summary data to state and federal authorities. It is used for comparison purposes, and for local and national trend analysis. Agencies report data on major crimes.

NIBRS Group A offenses are serious in nature and include crimes against people and property. These incidents represent a very small portion of the overall activity of the University Police Department. In 2017 the University Police Department provided 9,402 calls for service. Of these, 331 were categorized as NIBRS level offenses. Officers made 90 total arrests in 2017 for various criminal offenses. These arrests equate to less than 1% of total calls for service.

In comparison, the University Police Department recorded 251 NIBRS offenses for 2016 and 291 offenses for 2015.

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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by Provost Brent Carbajal

**DATE:** February 9, 2018

**SUBJECT:** **Annual Sustainability Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

Seth Vidaña, Campus Sustainability Manager, is providing members of the Board of Trustees with the following annual report on Western Washington University's sustainability programs, initiatives, and activities.



# 2017 Report

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Office of Sustainability



# Western Sustainability Report 2017

## **Preface**

The 2017 Western Washington University Sustainability Report highlights the recent forward-thinking initiatives, projects, and advances implemented by departments and programs across the University's campus. This year, Western affirmed its commitment to create a more equitable, environmentally-secure world by establishing its Sustainable Action Plan, which codifies the University's operational strategies, inventive coursework, outreach efforts, and student endeavors in the realm of sustainability. Western was also recognized by the Sierra Club as Washington's top "Cool School" in 2017, an acknowledgement of our ongoing sustainability measures.

This report lists some of the many labors made by Western students, staff, faculty, and friends to progress the cause of sustainability through environmental, economic, and social engagement. The report highlights our progress in four arenas: Academics, Operations, Engagement, and Planning & Administration. These four categories reflect the model set forth by the Sustainability Tracking and Rating System (STARS), a campus sustainability assessment tool created by the Association for the Advancement of Sustainability in Higher Education. Western uses this tool with full understanding of the inherent intersections among these categories, and awareness that all sustainable endeavors require a fully interdisciplinary approach.

## **Executive Summary**

### *Academics*

- Western Creates New Mountain Environments Research Institute
- A Western Graduate Student and Professor Monitor the Health of Padilla Bay Using Drones
- Huxley's Marco Hatch Conducts Summer Field Work in the San Juan Islands
- New Courses offered in the 2017-2018 Academic Year
- Huxley College Adds New Program of Study in Business & Sustainability
- University-wide Educational Lectures in 2017

### *Operations*

- Western wins EPA's ENERGY STAR National Building Competition Top Energy Savings – College/University
- University Energy Report Reveals Improved Conservation Success
- Western Partners with PSE on Green Direct Renewable Energy Program
- Three Western Offices Obtain Sustainability Certification

### *Engagement*

- Climate Change, Snowmelt, and Salmon: Western Faculty Seeks to Save a Pacific Northwest Icon
- Western and Northwest Indian College Co-Hosted Columbia River Treaty Symposium
- Skagit County Joins Sustainable Communities Partnership with Western
- Western's David Shull Gathers Data on the Health of Bellingham Bay

### *Planning & Administration*

- Western Washington University Releases Sustainability Action Plan
- University Backs Initiative on Climate Change, Commits to Uphold Tenets of Historic Paris
- Western Takes Top Spot in Washington in Sierra Club's 2017 "Cool Schools" Sustainability Rankings
- Western Partners with Department of the Interior on New Northwest Climate Science Center
- Sustainable Action Fund Grant Awards

## ACADEMICS

Sustainability initiatives in academic curriculum and research can be found in every college at Western. The projects produced in these varied disciplines across campus combine to provide a broad spectrum of knowledge and potential solutions to local and global concerns. Currently, over 100 Western faculty members self-identify as engaged in sustainability teaching, research, or community service. Some academic highlights from the past year include:

- **Western Creates New Mountain Environments Research Institute**

Western Washington University created a new research center, the Mountain Environments Research Institute (MERI) and named Environmental Sciences Department research faculty member John All as its founding director. The mission of MERI is to develop an inclusive and collaborative research, conservation, and education community through local and international field-based programming to facilitate innovative scientific research, improve life for mountain peoples, foster effective mountain stewardship, and create the next generation of skilled mountain researchers.

“We’re going to take Western students into alpine research environments across Washington and the world,” said All. “Mountain environments are changing quickly as the global climate warms. Fragile indicator environments like the world’s mountain environments are among the first to be impacted by climate change.”



Courses offered through MERI will include Introduction to Mountain Research and Mountain Permaculture Science, which will examine long-term, small-scale sustainable production and ecosystem health in the mountains. MERI also hosted a study abroad program in the Andes in Peru’s Cordillera Blanca Mountains, featuring five weeks of backpacking and research.

MERI also began laying the groundwork for a Mountain Research Skills Certificate Program. After multiple surveys revealed a strong interest among students in mountain research courses, MERI faculty will create this certificate to provide the skills to conduct research in mountain environments as well as foster stewardship within the region’s communities.

Besides All, faculty in MERI come from disciplines across the Western’s campus, including the departments of Anthropology, Biology, Environmental Science, Environmental Studies, Geology, Recreation, and the Fairhaven College of Interdisciplinary Studies. Their research interests and areas of expertise cover everything from how black carbon molecules and snow algae are helping melt glaciers in the Andes to how land use is impacting climate change in the Himalaya.

- **A Western Graduate Student and Professor Monitor the Health of Padilla Bay Using Drones**

Western Washington University graduate student Jefferson Emm and Professor of Environmental Science David Wallin spent the summer of 2017 using a pair of unmanned aerial vehicles to complete a census of the eelgrass beds in Skagit County’s Padilla Bay.

Healthy eelgrass beds are vital nursery habitat for a variety of ecologically and commercially important fish and shellfish species such as herring, salmon and Dungeness crab. Padilla Bay, one of twenty-nine waterways in the

country's National Estuarine Research Reserve system, is the largest contiguous eelgrass meadow in the country south of Alaska and the second-largest on the entire West Coast.

Mapping eelgrass beds has largely in the past been done by aerial imagery taken from manned aircraft or via satellites, but this project is the first to use unmanned aircraft systems (also called UAVs or "drones") to conduct an eelgrass census, and Emm said part of the draw to attempt this project wasn't just the importance of the data, but it was the novel way being employed to get that information.

Understanding how the invasive eelgrass species is competing with – or coexisting with – the native species is a huge part of what they hope to find out, said Wallin. "The invasive species, japonica, tends to live in shallower water than its native cousin," he said. "But there is some overlap, and we are trying to understand how the two are working together."



Wallin's research has heretofore been as a terrestrial ecologist, but he is trying to find more applications for UAS to do remote sensing of populations that might not be as easily discoverable or accurately counted without the eyes in the sky. He worked with the U.S. Geological Survey using a UAS to seek out and count the Skagit County elk herd, for example, but this is the first time he has literally set up his office in knee-deep water more than a mile out into a bay.

"There is a bit of a 'perfect storm' which makes Padilla Bay a great place for this research. It's quite shallow, with a relatively solid bottom, which allows us to access the vast expanses of eelgrass, by foot, during extremely low tides in summer months during daylight hours," said Emm.

- **Huxley's Marco Hatch Conducted Field Work in the San Juan Islands**

Last summer, Western Washington University Assistant Professor of Environmental Science Marco Hatch took to the islands of the Pacific Northwest to study clam gardens.

Clam gardens are terraced in order to create ideal conditions, similarly to how farmers terrace hills to grow more grapes. "Clam gardens are intertidal areas that indigenous peoples of the Pacific Northwest have historically cultivated to harvest shellfish," said Hatch.

Hatch said he became interested in clam gardens while living and working with his tribe, the Samish Indian Nation, and studying traditional indigenous resource management. In his study, Hatch is comparing beaches that are actively managed by Coast Salish people to those that are unmanaged, to understand how active management may increase clam productivity. Specifically, he and his students looked at the mechanisms of indigenous management through physical changes in beach sediment, geochemistry, and clam recruitment. Research has shown that clam gardens have increased clam density and growth rate compared to unmanaged beaches which leads to indigenous communities having greater access to food.

Hatch's research is unique because his team spent half their time in the field collecting samples and the other half working with local communities. This research is part of a partnership between NWIC and Western called PAGE - Partnerships in Geoscience Education - funded by a five-year \$1.65 million National Science Foundation grant. This partnership also provides funding for NWIC graduates to pursue a master's degree in Environmental Science.

## New Courses Offered in the 2017-2018 Academic Year

Western continues to develop new courses that investigate how to sustainably approach critical social, environmental, and economic challenges. Some of the new courses that Western students are offered in 2017 include:

- A/HI 348 - Art and Ecology: This cross-disciplinary course examines how our natural environment is conceptualized in art, science, and media. Through lectures, collaborative projects and experiential learning, students engage with historic debates associated with discoveries in natural science and current controversies on climate change, ecology and biodiversity.
- AMST - 410 Advanced Seminar in Critical Race Feminist and Queer Studies: An advanced investigation of contemporary scholarship at the intersections of critical ethnic studies, feminist studies, and queer studies. Topics engage questions of colonialism, slavery, migration, globalization, empire, militarism, solidarity, and justice through emergent and historical frameworks.
- BIOL 194 - Ecology of Local Marine Habitats: An examination of environmental and biological factors that affect the distribution, abundance, and diversity of marine organisms, using local marine habitats to examine ecological patterns.
- BIOL 423 - Environmental Genomics: An introduction to the fields of computational biology and bioinformatics for the purposes of analyzing environmental genomic data. Students will gain a conceptual understanding of the state of the fields, power and limitation of analytical tools, a practical understanding of the data analysis, and an experience posing and testing hypothesis on existing large data sets.
- ENRG 320 - Science of Energy Resources: An overview of energy resources and processes within a unified physical framework. Addresses traditional and renewable resources including fossil fuels, nuclear, wind, solar, hydroelectric, geothermal, and biofuels. Systems-level issues such as efficiency, transmission, and reliability are also covered.
- ENRG 354 - Energy in American History: An exploration of the uses and meanings of energy in American history. Topics include development of and transitions between different energy regimes; relations between energy producers and communities; energy and American foreign policy; and social, cultural, and environmental changes linked to changing patterns of energy production and consumption. Also offered as HIST 354.
- ENRG 420 - Advanced Energy Science: A quantitative analysis of energy resources and processes within a unified physical framework. Covers traditional and renewable resources including fossil fuels, nuclear, wind, solar, hydroelectric, geothermal, and biofuels. Energy processes covered include electricity generation and energy storage in batteries and fuel cells. Systems-level issues such as efficiency, transmission, and reliability are also analyzed.
- ENVS 355 - Environmental Law and Policy: Environmental law and policy provide tools to prevent and address environmental harm. Explore, analyze, and critique policy tools and processes relating to air and water quality, hazardous wastes, and species protection.
- ENVS 563 - Native American Planning and Natural Resources Management: A survey of political and jurisdictional considerations, treaty rights, and social and environmental conditions and conflicts facing tribal communities in their pursuit of self-governance. Consideration of the effects of historic federal Indian policy, court rulings, and off-reservation treaty rights in regional planning. Evaluation of effective approaches toward encouraging intergovernmental cooperation in sustainable natural resources management.

- ESCI 307 - Topics in Environmental Science: In this is a variable credit, self-paced, independent study course, students study, analyze, and write about topics selected from five subject areas. For each credit, students first write a detailed outline; after outline approval and advisement, a final paper is written. Academic credit is earned as follows: one credit for each approved outline and final paper written, submitted, and graded.
- ESCI 308 - Writing in Environmental Science: A variable credit, non-repeatable, writing proficiency, self-paced, independent study course. Students earn from one to three academic credits through personal study and writing about topics selected from five possible subject areas. For each writing proficiency credit, students first write a detailed outline; after outline approval, a draft paper is written; and, upon approval of a draft paper, a final paper is written.
- ESCI 465 - Plant and Soil Interactions: The interactions between plants and their soil environments determine many above-ground ecological patterns and processes. In this class, we will examine soil as an ecosystem that supports plant growth by exploring how the physical, chemical, and biological components of soil interact to control plants' access to oxygen, water, and nutrients.
- SPED 462 - Teaching for Learning, Motivation, and Achievement in a Diverse Society: This course focuses on teaching to improve the attention, memory, motivation, mindset and self-monitoring in a diverse classroom. Focus of the course is on the application of strategy instruction, academic vocabulary instruction, study skills instruction, assistive technology and current best practice in designing and delivering powerful interventions for learning in an inclusionary setting. Additional emphasis is placed on understanding the impact of a teacher's mindset, beliefs, and dispositions, especially in relation to culture, disability, and ethnicity, on potential student learning outcomes.
- WGSS 350 - Feminist and Queer Methodologies: This course examines feminist and queer methodologies in the social sciences and humanities.
- WGSS 356 - Gender and History: This course surveys how historians approach the topic of gender and how the discipline of Gender Studies has altered the way professionals study history. Rather than focusing on a particular region or era, this course examines how notions of femininity, masculinity, and the relationships between the two have changed and endured across different temporal and spatial contexts. Students will learn about the development of gender as a category of historical analysis, the growth of interdisciplinary approaches to gender in and out of academe, and current approaches to both gendering history and historicizing gender. Also offered as HIST 356.

### **Huxley College Adds New Program of Study in Business & Sustainability**

Business & Sustainability — Energy Studies Concentration, BA. This degree in Business & Sustainability, which is offered jointly with the Huxley College of the Environment, is designed to combine business practices with the principles of sustainability. The transition to a more sustainable energy system is a key to reconciling our economic and environmental aspirations. The energy concentration in the Business & Sustainability major gives graduates a strong blend of analytic and communication skills, along with energy-related expertise that industry and government experts have identified as essential to workforce needs in the emerging energy economy.

## University-wide Educational Lectures in 2017

Every year, the Huxley College Speaker Series brings guest lecturers to campus to address topics of contemporary environmental concerns in the region and beyond. The Huxley College Speaker Series in 2017 included:

- Christine Biermann delivered her talk, "Securing Forests from the Scourge of Blight: Nature, Nation, and the American Chestnut."
- Bill Moyer provided his talk, "Solutionary Rail: A People-Powered Campaign to Electrify America's Railroads and Open Corridors to a Clean Energy Future."
- Dr. Peter Robinson presented "The End of the Baby Boom and the Future of Environmentalism."
- Dr. Mitchell Thomashow, the author of three influential books, "Ecological Identity," "Bringing the Biosphere Home," and "The Nine Elements of a Sustainable Future", spoke on the future of environmental learning.
- George Lakey, co-founder Earth Quaker Action Team, delivered his talk, "Climate Action and the Struggle for Economic Justice."
- Kimberly Larson, Director of Communications and Marketing for Climate Solutions, gave a talk titled "It's Okay to Talk about Global Warming: Effectively Communicating about Climate in a Heated Climate."
- Larry Chexanexwh and Ellie (Solomon) Tah Mahs Kinley, Lummi Nation community leaders and life-long fishers, reflected on changes of the Salish Sea and the importance of inter-generational transfer of knowledge.
- Eric C. Munscher, a Research Ecologist with SWCA Environmental Consultants, discussed "Turtle Survival: The Plight of the World's Turtle Species. What has happened? What is happening?"
- Dr. Sarah E. Myhre, a scientist, activist, and public communicator who investigates and publishes on the paleoceanographic history of the Pacific Ocean, spoke on "Women, Science, and the Trump Administration."
- Grace Wang spoke about "What Influences Public Land Managers? An Analysis of BLM Decision Makers."
- Kelly McAllister of the Washington State Department of Transportation gave a talk titled, "Balancing Washington's Transportation Needs with Stewardship of Natural Resources."
- Chris James of the Regulatory Assistance Project delivered a talk titled, "After Paris Withdrawal by U.S., Will China Lead? What Does This Mean for Actions by U.S. States and Other Subnational Jurisdictions?"

The World Issues Forum at the Fairhaven College of Interdisciplinary Studies brought a variety of thought-provoking discussions to Western in 2017 to encourage an informed and engaged global citizenry. World Issues Forum Speakers in the past year included:

- Standing Rock and the Media: The Standing Rock movement has become historic not only in its size and message, but in how that message was delivered. This is the first time in history that Native American people took control of their own narrative using such a massive medium as social media. Jason Begay, an associate professor at the University of Montana where he teaches the Native News Honors Project, gave the talk.
- Transforming Outlooks and Forms of Resistance: Palestinian Public Opinion Two Decades After the Oslo Accords. Dr. Karam Dana, a Palestinian-American academic and Assistant Professor of Middle East and Islamic Studies at the University of Washington Bothell, shared his research on elite politics in Palestinian society in the 1920s and 1930s, and contemporary Palestinian public opinion.

- **Development through Design:** Kai Wood Mah, a registered architect, design historian, and professor, and Patrick Lynn Rivers, a political scientist and professor at a leading school of art and design, shared how design and social science can together advance a more progressive international development agenda.
- **Why History Matters: Race and National Identity:** reflected on the importance of history in the era of partisan political polarization and "fake news." Peter S. Onuf, Thomas Jefferson Foundation Professor of History Emeritus, University of Virginia, discussed how better understanding the past's complexity can reveal who we have been, who we are, and who we are becoming.
- **Migrants, Refugees, and Citizens: Some Hard Questions for Immigration Policy:** A discussion with Hiroshi Motomura, the Susan Westerberg Prager Professor of Law at the UCLA School of Law, author of two award-winning books, and founding director of the Rocky Mountain Immigrant Advocacy Network.
- **Human Rights in Mexico: How U.S. Policies affect State Violence, Militarization, and Displacement:** Roberto Mendoza Pérez, a rural indigenous community organizer from the Red Nacional de Defensoras de Derechos Humanos en Mexico, provided the talk on Mexico's issues that stem from U.S. border policies.

## Operations

Western strives to be at the forefront of renewable energy use, conservation, and green-building in the Higher Education field. The University's physical throughput includes energy and water use, CO2 and solid waste production, transportation, green building, and other aspects that contribute to the university's physical footprint. 2017 operational highlights of the University's sustainability efforts in these measures include:

- **Western wins EPA's ENERGY STAR National Building Competition Top Energy Savings – College/University**

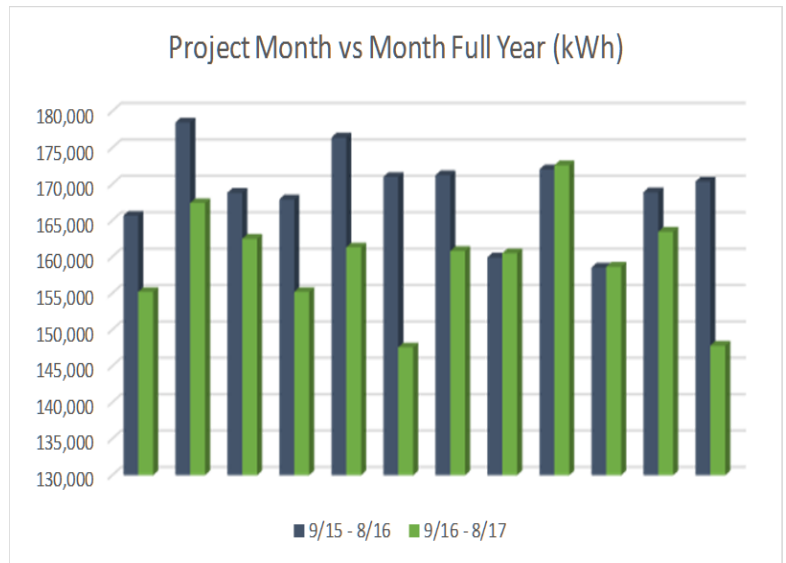
Western Washington University won the EPA's ENERGY STAR National Building Competition in the category of Top Energy Savings – College/University for upgrades to the Biology building (86 total college/university buildings). Overall, WWU placed 11th out of more than 800 total properties in the competition. All colleges/universities in Washington are required to submit data of their energy use through the Department of Enterprise Services. A representative from DES insisted Western enter the competition based on data they noticed from our Biology building.

Two distinct projects contributed to this award. Wind assisted exhaust fans were implemented in the ventilation stacks to both increase efficiency and reduce the need for energy to maintain air quality. Separately, fans called air handlers (which control conditions of the entire building, including air pressure) were programmed to work more efficiently. They do this by balancing the workload more evenly, rather than having one fan always running at high capacity and the other at low capacity till needed. Functioning for optimal energy use, both fans now run at medium/low capacities together.

Western originally estimated saving around \$21K per year (\$17K from electricity and \$4K from natural gas). Actual savings were \$24, 942.34 (approximately \$20,600 from electricity). In total, this saved 319,800 kWh across the two major projects, wind and fan reprogramming. These savings are expected to continue annually.

- University Energy Report Reveals Improved Conservation Success**

In 2017, campus saw a continuing downward trend of electricity and natural gas use. Over the past five years, electricity use has decreased at annual rate of 2.2% per year and natural gas at an annual rate of 1.9% per year. Energy conservation projects in Biology and the Steam Plant contributed to this result and were together awarded a \$202k grant through Puget Sound Energy’s (PSE) rebate program. Overall energy conservation on campus over the last three years was also recognized through a Resource Conservation Manager performance grant of \$43k. From the signing of the President’s Climate Commitment in 2010, accumulative savings to Western from all conservation programs total over \$1 million dollars.



- Western Partners with PSE on Green Direct Renewable Energy Program**

In 2017 Western Washington University finalized its agreement with Puget Sound Energy to join the Green Direct Renewable Energy Program, a ground-breaking program where customers, in an effort to use energy that meets their financial and carbon reduction goals, have agreed to a long-term service agreement in order to make this project viable. This innovative program recently was approved by the Washington Utilities and Transportation Commission (UTC). Once complete, the project would produce enough renewable energy to power nearly 30,000 Washington homes.

“Western has long been recognized for leadership and innovation in environmental education, but we’re equally committed to ‘walking our talk’ outside of the classroom as well, in terms of how our operations and energy usage impact the environment. We’re proud to support the Green Direct program and deepen our commitment to sustainable operations in a really meaningful, concrete way,” said Western President Sabah Randhawa.

For the past decade, Western has annually offset 100 percent of its electrical consumption from green sources via purchases of renewable energy credits (RECs). The purchase of RECs make wind power production more lucrative and act as a potential incentive for further investment in wind farms. However, the direct connection between REC purchases and creation of new wind resources has been criticized.

“Our agreement with PSE will ensure that Western’s investments contribute directly to new renewables coming online,” said Seth Vidana, Sustainability Manager with Western’s Office of Sustainability. “I can’t wait to see the Western logo on a wind turbine; there’s no doubt that our dollars will have made it possible.”

- Three Western Offices Obtain Sustainability Certification**

Western’s Office of Sustainability offers Sustainable Office Certification to reduce costs, protect the environment, conserve resources, and promote fairness, safety, and health. The program provides a simple way of measuring sustainability efforts that happen at the office level. Participating offices are recognized for their level of achievement, as a way of showing thanks and appreciation for measurement of work well done.

Four offices were recognized in 2017. The President’s Office, the Associated Students organization, the Chemistry Department, and Science, Mathematics, and Technology Education were each acknowledged for their commitment to sustainability. Their efforts make the entire University more sustainable.



## Engagement

Western's operational and academic sustainability endeavors are initiated and developed through goal-setting, collaboration with administration, and outreach to students, staff, faculty, and the greater Bellingham community. Ultimately, this civic engagement is at the center of all of the University's conservation efforts. 2017 highlights in this area include:

- **Climate Change, Snowmelt, and Salmon: Western Faculty Seeks to Save a Pacific Northwest Icon**

Jim Helfield is in a race against time, and he knows it. Helfield, an associate professor of Environmental Science at Western Washington University, is researching ways improve the habitat for spring- and summer-run Chinook salmon on the South Fork of Whatcom County's Nooksack River. Also known as king salmon, Chinook are the largest Pacific salmon species, growing to sizes upwards of 100 pounds in some rivers.

In conjunction with colleagues in the Nooksack Tribe, Helfield is measuring how large, engineered logjams, placed systematically up and down the South Fork, change the river's topography and form deep pools for the Chinook to rest and shelter in on their way to their breeding grounds upstream.

"These summer-run Chinook already have a tough task ahead of them," Helfield said. "They enter the river at a time when its flows are at their lowest and its temperatures are at their highest. When temperatures get above 16 degrees Celsius or so (about 60 degrees Fahrenheit), they really start having a tough time and mortality rates jump. So we are trying to build these deep pools for them to rest in and sort of leapfrog their way upstream."

Fisheries biologists with the tribe have built scores of the large logjams, and more are planned. Helfield plants temperature loggers each summer to gather temperature data above, below and in the pools; checks the temperatures to see if the river's action of scouring the pools is also causing an upwelling of cool, beneficial groundwater through a process called hyporheic exchange; and just as importantly, also surveys to see how or if the logjams are being used by Chinook and other salmonids.



So far, the results are very positive. But this is where the race against time comes in: water temperatures on the South Fork are only going to get higher. Unlike the North Fork and Middle Fork of the river, which are fed by glaciers from Mount Baker and Mount Shuksan, the South Fork is fed entirely by snowfields from the Twin Sisters, a massive slab of upthrust rock separated from Mount Baker by the Middle Fork valley.

And according to research by Helfield's colleague Robert Mitchell, a professor of Geology at Western who specializes in watershed hydrology and numerical modeling, the planet's rapidly climbing temperatures will in all probability mean far less snow in those snowfields, and thus higher summer water temperatures and lower stream levels.

- **Western and Northwest Indian College Co-Hosted Columbia River Treaty Symposium**

Western Washington University and Northwest Indian College co-hosted a symposium, "The Changing Environment and The Columbia River Treaty." The symposium brought together lead negotiators from the United States and representative from Canada, Tribal and First Nations leaders, government representatives, non-government organizations, academics, and members of private industry from across the Columbia Basin to address the modernization of the Columbia River Treaty.

The Columbia River Treaty is a 1964 agreement between Canada and the United States on the development and operation of dams throughout the Columbia River Basin for power and flood control benefits in both countries. Aspects of the Treaty are set to expire in 2024. While the dams have provided enormous economic benefits to British Columbia and the U.S. Pacific Northwest through hydroelectric generation and flood control, there are longstanding concerns regarding the effects on local communities and the environment. In the process of modernizing the CRT, there is widespread agreement that First Nations and Tribes, as well as provisions about fish and other ecosystem impacts, must be included in the discussion as they are absent in the original treaty. Climate Change has also added a new dimension to the management of the river.

The symposium was co-sponsored by Northwest Indian College's Native Environmental Science program and Western's Border Policy Research Institute, Huxley College of the Environment, and Institute for Energy Studies.

- **Skagit County Signs Sustainable Communities Partnership with Western**

During the 2017-18 academic year, Western Washington University students and faculty will assist Skagit County staff on a range of projects – such as developing recommendations on county setbacks, determining locations of abandoned septic systems, writing a community plan for Edison, developing and executing a public opinion survey on land use policy issues and making recommendations for proper disposal of junk that has collected in the county.

This is part of Western's Sustainable Communities Partnership (SCP), housed in the WWU Office of Sustainability, which focuses the energy and ideas of WWU faculty and students upon the issues that communities face as our society transitions to a more sustainable future. SCP partners with communities during the academic year, facilitating a program in which many Western courses complete service-learning projects that address problems identified by the partner.

"This is a great opportunity for Western students, through their coursework, to gain real-world municipal problem-solving. While students may lack in experience, they often provide innovative ideas and creativity to solve sustainability issues," said Grace Wang, WWU professor of Environmental Studies and academic program director for Sustainability.

Ryan Walters, assistant director, Skagit County Planning and Development Services, said that, "Skagit County is looking forward to this program not just to accomplish several important projects that we've not been able to get to, but also to continue our longstanding partnership with WWU. Skagit County has a history of productive internships with Western students, many of whom have gone on to obtain jobs with the County."



The Association of Washington Cities and Western launched the Sustainable Cities Partnership in 2016 in Edmonds, based on a successful model pioneered at the University of Oregon seven years ago and now replicated in dozens of sites around the country. The partnership paired students and faculty together with Edmonds to work on city-defined projects. A similar partnership between Western and the City of Stanwood also is planned for this year.

- **Western’s David Shull Gathers Data on the Health of Bellingham Bay**

Western Washington University Professor of Environmental Science David Shull will work alongside the Washington Department of Ecology this summer to sample from twenty-five sites in Bellingham Bay, the beginning of a multi-year process to attempt to answer one question: How is Puget Sound changing?

“We know a couple of things are happening that aren’t good for the health of the Sound,” said Shull. “For example, we know that nitrogen levels are rising, and we know at the same time that levels of important animals on the sea floor, like clams, worms, and crustaceans, are dropping. What we don’t know is why – and how these two questions are intertwined. But that’s hopefully what we’re going to start to find out this summer.”

Rising nitrogen levels are a concern to oceanographers like Shull because the chemical acts as fertilizer for many kinds of algae, and large blooms from these species can tip the balance of the Sound’s food web in many ways, from altering its chemistry to reducing delivery to the seafloor of the food that the bottom-dwelling organisms need.

Shull will take core samples from the bottom sediment at the sites and analyze them to better understand what chemical reactions are occurring there, how much food is making its way to the bottom, and how this information points to other impacts such as rising ocean acidification.

Shull will work alongside Washington Department of Ecology scientists aboard the department’s research vessel the Skookum, and while Shull will be focused on chemistry and core sampling of sediments, Ecology will work to gather baseline data on the tiny animals that live there.

## **Planning and Administration**

- **Western Washington University Releases Sustainability Action Plan**

Western Washington University has released its Sustainability Action Plan, which will serve as the university’s roadmap for protecting local and global ecology, upholding social equity, creating economic vitality, and maintaining human health.

“The completion of the Sustainability Action Plan is a milestone in Western’s commitment to sustainability. It not only advances a vision for how all members of the Western community can embrace and implement sustainable practices, it expands our thinking about how sustainability is connected to other important Western values, including social justice,” said Western President Sabah Randhawa, who approved the plan in October 2017

“I am grateful for the commitment, passion, and hope that so many invested in the creation of this document and look forward to the seeing the campus community work together to implement this aspirational vision,” Randhawa said.



The Sustainability Action Plan infuses sustainable practices throughout campus, including academics; campus and community engagement; operations; and planning and administration.

Since January 2014, the Campus Sustainability Advisory Committee has been charged with creating the Sustainability Action Plan. Their efforts were extensive, with ten committees that included 150 members, and actionable feedback from thirty-five campus departments, committees, student clubs, and off-campus partners. The Committee is now working to implement the plan, promote climate neutrality, and infuse sustainability across the curriculum.

Steve Hollenhorst, dean of Huxley College of the Environment, and co-chair of the Sustainability Advisory Committee, which provided guidance on development of the plan, said the intent is to enhance the wellbeing of the campus and region. "This plan will create a more sustainable Western, and more sustainable Salish Sea," Hollenhorst said.

John Furman, director of Facilities Management and the other co-chair of the committee, noted that Western already follows many sustainable practices in its operations. "Sustainability is part of Western's fabric," Furman said.

- **University Backs Initiative on Climate Change, Commits to uphold Tenets of Historic Paris**

Western Washington University President Sabah Randhawa signed an open letter to the international community in support of the Paris Climate Agreement and to endorse local, state and governmental action on climate change and carbon reduction. Randhawa joined more than 180 other university presidents, 125 mayors, nine governors and almost 1,000 businesses in signing the Grand Coalition Statement on the Paris Agreement.

"Joining the coalition of institutions and organizations committed to upholding the goals of the Paris Climate Accord is an opportunity to express one of Western's deepest commitments. Environmental stewardship and responsibility has long been a core value of Western's academic excellence, community, and physical operations," said Randhawa. "We are proud to be in the company of those who are committed to holding themselves to these critically important standards."

- **Western Takes Top Spot in Washington in Sierra Club's 2017 "Cool Schools" Sustainability Rankings**

Western Washington University placed 29th nationally and claimed the top spot in Washington State on the 2017 Cool Schools sustainability rankings done annually by the Sierra Club.

The Cool Schools list ranks participating institutions based on data in categories ranging from energy use, investments, food, innovation, and academics to planning, purchasing, transportation, water and waste. Western not only finished as the top school in the state, but is also the second-highest public institution in the entire Pacific Northwest – the states of Washington, Oregon, Idaho, Montana, and Alaska – behind only Oregon State University.

"It's an honor for us to be included in the Cool Schools list, because Western's commitment to sustainability is integrated throughout so much of what we do and who we are. 'Walking our talk' when it comes to sustainability is deeply important to our campus community, and we are always looking for ways to improve in that regard," said WWU President Sabah Randhawa. "Beyond outstanding academic opportunities in our Huxley College of the Environment, or interdisciplinary programs like our Institute for Energy Studies, sustainability at Western is about finding ways to be more intentional and aware of our environmental impact."

Western's placement in the rankings was fueled by a host of initiatives on campus, such as being the first university in the nation to have its students impose a green-energy fee to pay for it becoming 100 percent powered by renewable energy; its academic focus on sustainability and innovation across its curricula; and student-centered efforts on campus on recycling, waste, and alternative transportation. The University's efforts placed it ahead of such notable institutions as Stanford, Princeton, Vanderbilt, and Duke.

- **Western Partners with Department of the Interior and Four Regional Universities on New Northwest Climate Science Center**

Western Washington University is one of five regional schools to partner with the U.S. Department of the Interior on its Northwest Climate Science Center; the University of Washington will host the center on its campus, and Boise State University, the University of Montana and Washington State University, along with Western, are the member institutions in the consortium.

These five universities were selected as the CSC host and consortium partners after an open competition and extensive review by scientific experts. They will work as part of the collaborative network that defines the Northwest CSC. This includes working closely with federal, state and tribal entities, including those responsible for managing and protecting the land, water and natural resources of the Northwest, to develop actionable climate science and decision support tools.

Western's efforts with the center will be led by John Rybczyk, professor of Environmental Science and current Environmental Science department chair. Rybczyk will serve on the center's leadership team, and has been involved in the effort to bring the center to the Pacific Northwest since its start

- **Sustainable Action Fund Grant Awards in 2017**

Western's Sustainable Action Fund Program had a successful 2017, increasing outreach, funding student proposals, and improving our campus and community's sustainability, inclusivity, and fairness. Over four-hundred students participated in Sustainable Action Fund activities throughout the year, and thousands more were impacted by the successful projects designed and implemented by their peers. Projects grants that were awarded or completed in 2017 are listed below.

Large Grants of over \$5,000 were awarded to create these projects:

- A Change in Course - The Office of Sustainability, AS Environmental and Sustainability Programs, and the AS Social Issues Resource Center held "A Change of Course - How We Inhabit the Earth." The event featured a panel discussion that explored various types of activism around the themes of environmental justice and social sustainability – the different ways people inhabit their world and advocate for what they believe in – a healthier planet and people. Each of the five panelists work for environmental justice, have revealed grit and perseverance in the face of huge environmental problems, and through the workshops and the panel inspired attendees to do the same.
- EV charging Stations – After a year of research, a team of three Western students received approval of an SAF grant to purchase and install electric vehicle charging stations on Western's campus, a first for the University. By bringing EV charging stations to campus, the students hope to reduce greenhouse gas emissions from cars by building the infrastructure necessary for a transition from gas-powered vehicles to EVs. These stations will be open to the entire Western community, including students, faculty, guests, and the public.

- Dr. John Francis - The Environmental and Sustainability Programs brought Dr. John Francis, the Planetwalker, to Western for Earth Day 2017. Dr. Francis is a United Nations Environment Program's Goodwill Ambassador to the World's Grassroots Communities and visiting associate professor at the Gaylord Nelson Institute for Environmental Studies, at University of Wisconsin-Madison. The day consisted of a series of speakers and interactive engagement amongst the audience, of which John Francis was the keynote speaker. The theme was "Turning Empathy Into Action", and Dr. Francis concluded the evening by leading a silent walk downtown.



Small Grants, up to \$5,000, were awarded to facilitate these activities:

- Another Food system is Possible - This event featured a four-speaker panel discussing will the future of our food system and how it is envisioned by local farmworkers. Speakers included the leader of Familias Unidas por la Justicia, a member of Community to Community Development, and Dr. Michael Dorsey, a former member of the U.S. Environmental Protection Agency's National Advisory Committee.
- Clothing Consciousness - The Clothing Consciousness project taught people at Western Washington University about the environmental and social impacts of the "fast fashion" industry. The 2017 event featured a workshop and speaking session with textile-industry activist Frau Fiber.
- Community Ambassadors - This pilot project placed Western students in community gardens and farms to work and study in the local sustainable food network and build capacity for sustainable campus-community connections.
- Microadventures - This novel program offered microadventures for a diverse group of Western students to teach them about sustainable travel and how to become eco-friendly travelers.
- Real Food Challenge West - Western's Students for Sustainable Food club hosted a campus intensive for students from the Pacific Northwest to collaborate on the Real Food Challenge implementation at Western and other universities.
- Take Back the Night - This annual march from campus to downtown Bellingham, presented by the Women's Council, raised awareness about the crucial issues of sexual assault/violence and safety within our community.

## Summary

Western Washington University developed valuable innovations, advanced meaningful collaborations, and introduced new program to the University's sustainability efforts in 2017. In league with staff, faculty, students and the Bellingham community, Western progressed its vision of a more interconnected, resilient, and viable global community. These efforts will continue in 2018 as the University strives to build an equitable, just, sustainable future.



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

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa on behalf of Vice President Melynda Huskey

**DATE:** February 9, 2018

**SUBJECT:** Mid-Year Housing and Dining Report

**PURPOSE:** Information Item

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**Purpose of Submittal:**

To provide the annual programmatic and fiscal report to the Board on the University's Housing and Dining System.

**Supporting Information:**

Mid-Year Housing and Dining Report



# WESTERN WASHINGTON UNIVERSITY ENROLLMENT AND STUDENT SERVICES

## Mid-Year Housing and Dining Report February 2018



*University Residences Staff*

### EXECUTIVE SUMMARY

APPENDIX I: Occupancy

APPENDIX II: Housing and Dining System Financials (through December 2017)

APPENDIX III: Residential Facilities

APPENDIX IV: Residential Life

APPENDIX V: University Dining Services

## **EXECUTIVE SUMMARY**

**Western's Residential Communities — Active Minds Changing Lives:** On-campus housing is an auxiliary enterprise providing competitively-priced housing in a safe, developmentally appropriate, and educationally-focused environment. Campus residential communities are intentionally designed to actively engage new first year, transfer, returning, and international students in academic and personal success. We support students' transition into progressively more independent and responsible adults in our diverse and inclusive communities, fostering leadership, sustainability, social responsibility, and civic engagement.

### **OCCUPANCY (Appendix I)**

- Fall 2017 Peak Report occupancy was 4,128, an increase of 103 students from Fall 2016
- Should meet or exceed the Housing and Dining Fiscal Principle of 90% average annual occupancy.
- Students living on campus included 90% of all first year freshmen, 29% of all transfers, and 29% of all students of color.
- Fall 2017 Peak occupancy of 4,128 compared to Winter 2018 Peak of 3,948 resulted in an attrition rate of 4.3% for this year, compared to 3.3% for the previous year.

### **HOUSING & DINING SYSTEM FINANCIALS THROUGH DECEMBER 2016 (Appendix II)**

- Total system revenue to date (including student fees, conference and one-time revenues) was 11.9% greater than prior year.
- Room and resident meal plan revenue through December 2017 was 7.1% higher than prior year, influenced by a 6.0% rate increase and a Fall 2017 occupancy increase.
- Total system operating expenditures to date increased by 4.8%.
- Net operating revenue to date was 12.4% higher than prior year. For the full fiscal year net operating revenue is projected to be slightly above budgeted levels.
- Year-to-date non-operating expenses grew 7.8% due to increased renovation activity per the System's capital plan. Major work included the Ridgeway Gamma renovation, Carver food service addition, Buchanan Towers renovation, and Birnam Wood moisture mitigation.

### **RESIDENTIAL FACILITIES (Appendix III)**

- Results of the completed Facility Condition Assessment have been analyzed and factored into a rejuvenated 10-Year \$200+ million capital budget plan focused on renewal of building systems and other needed infrastructure upgrades. We are now assessing future need, shifts in demand, and facility viability as part of a more comprehensive University Residences Master Plan—a subset of the institutional facilities master plan.
- Public works renovation projects at Ridge Gamma and the Carver Academic Facility (Freshens retail dining) were completed, along with drainage / emergent balcony repairs at Birnam Wood. A design project was completed that focused on comprehensive renovations at Buchanan Towers via a 2-phased public works project to be performed in 2018 and 2019.

### **RESIDENCE LIFE (Appendix IV)**

- Resident Advisors engaged in focused "intentional conversations" with 90% of residents regarding personal and academic success

- The staff is preparing for academic intervention meetings with residential students placed on academic probation. The total number identified for Winter 2017 is 387 compared to 310 the prior year.
- Care Reports alerting our Student Care and Concern Team to physical, emotional, and mental health issues showed a significant increase over the prior fall.

#### **UNIVERSITY DINING SERVICES (Appendix V)**

- Dining Services implemented the Healthy for Life Program “20 by 20” - a five-year initiative to improve the health of its customers 20% by 2020. All current menus reflect a 13% reduction in calories, saturated fat, and sodium. Thirty percent of the menu selections are now vegan or vegetarian.
  - Student dining employees worked 50,830 hours during Fall quarter, representing **58.9%** of all labor hours support for dining services. This represents a **2.3% increase** in total hours worked by students or 1,153 hours.
  - Sustainable Purchases (real food, community-based, and regional purchases) totaled \$1.5 million and 36.43% of expenditures, an **increase of 2.0%** over the prior year.
  - We have 39 community-based, local, and regional business and farm partners, an **increase of 8 partnerships**. One of our newest Partnerships is Cloud Mountain Farms in Everson, WA.

**APPENDIX I: OCCUPANCY**

	<b>Operating Beds</b>	<b>Heads</b>	<b>Beds Rented</b>	<b>% Beds Filled</b>
Fall 2017 Peak	4,145	4,118	4,128	99.6
Fall 2016 Peak	4,050	4,016	4,027	99.4
Winter 2018 Peak	4,146	3,939	3,948	95.2
Winter 2017 Peak	4,046	3,869	3,896	96.3

**APPENDIX II: HOUSING AND DINING SYSTEM FINANCIALS**

	<u>Change from Previous Year (Adjusted #'s)</u>		
+ Revenues	Up	\$ 2,650,110	11.9% Increase
<u>- Less Operating Expenses</u>	Up	<u>\$ 646,422</u>	4.8% Increase
= Net Operating Revenues	Up	\$ 2,003,687	12.4% increase
<u>- Less Non-Operating Expenses</u>	Up	<u>\$ 795,554</u>	7.8% Increase
= System Net Revenues	Up	\$ 1,208,133	74.7% Increase

Year-to-Date Revenues

- Total system revenue to date (including student fees, conference and one-time revenues) was 11.9% greater than the prior year.
- Room and resident meal plan revenue through December 2017 was 7.1% higher than the prior year, influenced by a 6.0% rate increase coupled with increased Fall 2017 occupancy.
- Conference revenue increased due to increased bookings and the return of a larger group.
- Dining commission revenue was restored to prior year levels following an offset for dining facility renovation expenses.

Year-to-Date Operating Expenses

- Total system operating expenditures to date increased by 4.8%
- Food expenditures are 6.9% higher, reflecting the impacts of the dining rate increase and more resident boarders.
- Salary and Benefit expenditures increased 9.6% due to wage increases, position classification adjustments, and the filling of some vacant positions.
- Total utility expenditures decreased 1% due to reduced consumption across most components.
- Operating maintenance expenditures decreased 9%, due to project timing and the timing of billings. Annual expenditures are expected to meet budget.

Net Operating Revenues

- Net operating revenue to date was 12.4% higher than prior year. The full fiscal year net operating revenue is projected to be slightly above budgeted levels.

## Non-Operating Expenses

- Year-to-date non-operating expenses increased 7.8% due to increased renovation activity per the System's capital plan. Major work included the Ridgeway Gamma renovation, Carver food service, Buchanan Towers, and Birnam Wood moisture mitigation.

## APPENDIX III: RESIDENTIAL FACILITIES

- The following public works construction projects have been completed:
  - Carver Gym renovation project worth \$1.3M to provide new Freshens retail dining platform completed in Summer 2017.
  - Ridge Gamma renovation project worth \$8.2M completed in Summer 2017.
  - Birnam Wood drainage project worth \$1.5M completed in October 2017 providing upgrades to Stacks 1 thru 5 along with the Community Building.
  - Birnam Wood emergent balcony deck and railing project worth \$0.9M completed in November 2017 providing upgrades to Stacks 1, 2, 4 and 5.
- The following public works design projects have been completed:
  - Buchanan Towers design of renovation project worth roughly \$26M completed in December 2017.
  - Seismic study providing recommendations related to building upgrades to be programmed into the capital plan as appropriate.
- The following construction project is in progress:
  - Viking Commons energy rebate project worth roughly \$200,000 awarded in Fall 2017 to upgrade the dining ventilation system providing energy efficient operations. Work to be completed by Spring 2018.
- The following design projects are in progress:
  - Roof system repairs at Highland Stack 2, Fairhaven Academic and Mathes worth \$1.2M.
  - Balcony deck / railing repairs (Stacks 2, 3, 4, 6, 7, Community Building) and roofing repairs (Stacks 1, 2, 5, Laundry Building) worth \$3.7M.
  - Generator power study to assess existing emergency stand-by / back-up requirements and to provide recommendations related to needed upgrades.

## APPENDIX IV: RESIDENCE LIFE

### **Academic Support:**

- The Fall quarter programming model focused on academic progress and educational goals.
- Intentional conversations focused on academic goals reached 90% of residents.
- Staff are now preparing for academic intervention meetings with residential students placed on academic probation. Total number identified for Winter 2017 is 387, compared to 310 the prior year.

### **Residential Education and Leadership:**

- The Fall emphases on both healthy relationships and academic success saw student resident advisors hold intentional conversations with 90% of the residence hall students, the first focusing on roommate dialogs, and the second focusing on academic progress and educational goals

- Core educational programming addressed relationships, safety, healthy sexual decision making, and academic progress and goals.
- Residence hall councils collaborated with residential staff to implement a broad slate of community-building activities, including movie nights, dances, off-campus events, game nights, etc.
- Student leadership (RHA, NRHH) represented WWU at the Pacific Association of College and University Residence Halls regional conference at Oregon State University

### **Diversity and Inclusion**

- Continued to sponsor residential student attendance at the Ethnic Student Center conference.
- Staff continued service as mentors and advisors to ESC clubs.

### **Health and Residential Environment**

All residential staff received mental health first-aid certification, and the “QPR” suicide prevention training

- Care Reports which pertain to physical, emotional, and mental health issues increased significantly (53%) over Fall 2016
- Incident reports increased over the prior year, reflective of increased occupancy
- Drug and alcohol violations both showed declines over the prior year
- Second violations were comparable to the prior year

#### Students Found Responsible:

	Fall '13	Fall '14	Fall '15	Fall '16	Fall '17
Alcohol	240	288	170	231	215
Drug	108	180	91	102	78
2 <sup>nd</sup> Violation	19	34	8	26	26

### **APPENDIX V: UNIVERSITY DINING SERVICES**

- Freshens Fresh Food Company opened at the Carver Academic Facility to great acclaim.
- Recruited Registered Dietician: Implemented weekly student wellness and nutrition classes as well as engagement program for students with specific dietary requirements.
- Ten Western Student managers to be nominated for 2018 S2L (Step up to Leadership) summer internship.
- 39% of Current Management staff is comprised of Western graduates
- Dining Styles Fall 2016 represented an increase of 0.5% over prior year to 5.40 on a scale of 1 to 7. Overall experience was rated excellent by 49% of participants. This is a **5% increase** over prior year
- Partnership with Bellingham Food Bank and Lighthouse mission and the Food Recovery Network to provide food donations. 4,160 lbs. of food was donated January – December 2017.
- Community based, local and regional business and farm partners now total 39, an **increase of 8 partnerships** over the prior year.

**18. DATE FOR NEXT REGULAR MEETING**

- **April 12 & 13, 2018**

## **19. ADJOURNMENT**