

**Western Washington University  
Board of Trustees  
Agenda  
June 12, 2015**

**FRIDAY, June 12, 2015**

**Location: OM 340**  
**Time: 9:00 a.m.**

**Breakfast with the 2015 Presidential Scholars in the Solarium**  
8:00 – 8:50

**BREAK 8:50 – 9:00 (10 minutes)**

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

9:00 – 9:05

- a. Board of Trustees Meeting, April 9 & 10, 2015

**2. PUBLIC COMMENT PERIOD**

9:05 – 9:15

**3. RECOGNITIONS AND INTRODUCTIONS**

9:15 – 9:25

- Resolution No. 2015-02 Recognizing the Service of Lisa Wochos
- Fulbright, Gilman, NOAA/Hollings, TAPIF Fellowship Award Winners

**4. BOARD CHAIR REPORT**

9:25 – 9:40

- Resolution No.2015-03 Recognizing the Service of Board Member Ralph Munro
- Resolution No.2015-04 Recognizing the Service of Board Member Carly Roberts

**5. UNIVERSITY PRESIDENT**

9:40 – 9:50

**6. ASSOCIATED STUDENTS**

9:50 – 10:00

**7. FACULTY SENATE**

10:00 – 10:10

**ACTION ITEMS**

**8. CONSENT ITEMS**

10:10 – 10:15

- a. Approval of Spring Quarter Degrees
- b. August 2015 Board of Trustees Meeting Date Change

**9. ACADEMIC PROGRAM FEES**

10:15 – 10:20

Presentation: Brent Carbajal, Provost and Vice President for Academic Affairs

10:20 – 10:30

Discussion

## 10. 2015 - 2016 STUDENT FEES

10:30 – 10:35 Presentation: Eileen Coughlin, Sr. Vice President, VP for Enrollment and Student Services  
10:35 – 10:45 Discussion

- a. Summary of Current & Proposed Fees
- b. Services & Activities Fee
- c. Student Health Service Fee
- d. Student Technology Fee
- e. Non-Academic Building Fee
- f. Green Energy Fee
- g. Student Recreation Fee
- h. Transportation Fee

**BREAK** 10:45 – 10:55

## DISCUSSION ITEMS

### 11. ENGINEERING & COMPUTER SCIENCE UPDATE ONE YEAR LATER

10:55 – 11:05 Presentation: Brent Carbajal, Provost and Vice President for Academic Affairs  
Catherine Clark, Dean, College of Science and Engineering  
Perry Fizzano, Chair, Department of Computer Science  
Jeff Newcomer, Chair, Department of Engineering and Design  
11:05 – 11:10 Discussion

### 12. CAMPAIGN UPDATE

11:10 – 11:15 Presentation: Stephanie Bowers, Vice President for University Advancement  
Discussion

### 13. GOVERNANCE COMMITTEE REPORT

11:15 – 11:20 Presentation: Sue Sharpe, Chair, Board Committee on Trustees  
Discussion

### 14. AUDIT COMMITTEE REPORT

11:20 – 11:25 Presentation: Dick Thompson, Chair, Board Audit Committee  
Discussion

### 15. INFORMATION ITEMS

11:25 - 11:30

- a. Academic Reports
- b. Admissions and Enrollment Summary
- c. University Advancement Report
- d. Capital Program Report
- e. University Relations and Community Development Report
- f. Housing & Dining Capital Plan Update

**16. DATE FOR NEXT REGULAR MEETING: August 20, 2015**

**17. ADJOURNMENT**

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 12, 2015  
**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, April 9 & 10, 2015

**Supporting Information:**

Minutes of April 9 & 10, 2015 and Attachments

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
THURSDAY, April 9, 2015**

**1. CALL TO ORDER**

Chair Karen Lee called the regular meeting of the Board of Trustees of Western Washington University to order at 3:01 p.m., Thursday, April 9, 2015 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

Karen Lee, Chair  
Sue Sharpe, Vice Chair  
Dick Thompson, Secretary  
Betti Fujikado  
Chase Franklin  
Carly Roberts  
Ralph Munro  
Earl Overstreet

**Western Washington University**

Bruce Shepard, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for University Advancement  
Steve Swan, Vice President for University Relations and Community Development  
Annika Wolters, Associated Students President  
Spencer Anthony-Cahill, Faculty Senate President  
Lisa Wochos, Assistant Attorney General  
Paul Cocke, Director, University Communications  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

**2. RECOGNITION OF FORMER TRUSTEE PEGGY ZORO**

Chair Lee and several of the Trustees said a few words about former Trustee Peggy Zoro and all of her hard work and leadership for the Board over the past eleven years. They recognized her grace in leadership, great mentoring skills, and her knowledge of how to utilize her own strengths and of those around her to make the Board better.

Chair Lee asked Trustee Fujikado to read Resolution No. 2015-01, *Thanking Trustee Peggy Zoro*.

**RESOLUTION NO. 2015-01**

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

**THANKING TRUSTEE**

*Peggy Zoro*

**WHEREAS**, on January 1, 2003, Governor Gary Locke appointed **PEGGY ZORO** of Bellingham, Washington to serve a term on the Western Washington University Board of Trustees through September 30, 2008 and Governor Christine Gregoire reappointed her for a second term on November 20, 2008 through September 30, 2014; and

**WHEREAS, PEGGY ZORO** brought to her appointment over 32 years of experience in resource development and financial planning, senior executive level experience with Whidbey Island Bank and Key Bank, Executive Director of the Northwest Economic Council and principle of her own consulting firm, and by recently serving as interim Executive Director for the Whatcom Center for Early learning; and

**WHEREAS, PEGGY ZORO** brought to her appointment as a trustee an extensive background in community affairs by serving as past president of the Western Washington University Foundation Board of Directors, past President of St. Luke's Foundation and past Chair of the Bellingham/Whatcom County Economic Development Council; and

**WHEREAS, PEGGY ZORO** brought to her appointment as a trustee numerous awards and honors for her community service which include Business Person of the Year and her induction into the Northwest Women's Hall of Fame; and

**WHEREAS, PEGGY ZORO** earned her bachelor's degree from Grove City College and a master's of education degree in Guidance and Psychology from the University of Louisiana; and

**WHEREAS, PEGGY ZORO** as a resident of Bellingham and having served two terms as trustee on the Board, and as Chair of the Board of Trustees for 2012-2014, contributed her time to the stewardship of the University above and beyond the usual expectations for board service at considerable personal sacrifice; and

**WHEREAS, PEGGY ZORO** contributed to the increased stature and the future potential of Western Washington University through her participation in numerous activities and decisions affecting the University, including her work on the Viking Development Entity Board of Directors; and

**WHEREAS, PEGGY ZORO** has exemplified what community services means as an engaged citizen, public servant and trustee with incredible grace, kindness, wisdom and compassion and concern for the best interests of all in the Western community; and

**NOW, THEREFORE BE IT FURTHER RESOLVED**, by the Board of Trustees of Western Washington University that **PEGGY ZORO** be and is hereby honored for outstanding service and

dedication to the University and is extended the gratitude and best wishes of the entire University community.

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

MOTION 04-01-2015: Trustee Fujikado moved that the Board of Trustees, approve Resolution 2015-01, Thanking Trustee Peggy Zoro.

The motion was approved unanimously.

### **3. WESTERN CARES – VETERANS AT WESTERN**

President Shepard shared a short story about the veteran's climate when he first arrived at Western and how campus has strived to make changes for the better. Eileen Coughlin, Senior VP and Vice President for Enrollment and Student Services introduced David Brunnemer, Registrar, Director of Disability Resource Service and Ann Beck, Assistant Director of Veterans Services. Beck introduced the panelists of current and former veteran students, Kari McArdle, Jesse Atkins, Matthew Swisher and Chris Brown. Beck described what the Veterans Services office provides for students which includes giving campus veterans a starting resource for all things related to their service and military benefits. Veterans bring a different skills set than a traditional student including strong sense of leadership, a greater cultivation of skills, a greater sense of community and service to the campus and greater Bellingham area, said Beck. These non-traditional students are helpful to the Western community in that they increase diversity at Western with their values and different perspectives on life.

Beck then engaged the panelists with questions regarding their backgrounds, military service history, chosen fields of study, classroom experiences and asked them to comment on their successes, challenges and helpful resources on campus. Veterans responded by saying that their military service gave them a chance to grow personally and contributed to a sense of purpose in life. They all expressed gratitude for the chances that they have had to interact with other generational veterans and the opportunities to mentor other younger, more traditional students. Each of them found a way to serve people on campus in many different ways and found it mutually beneficial. A challenge all panelists experienced was the transition from a structured military life to a less structured educational climate, adding that more academic advisors to assist veterans and all students would be very beneficial.

When asked by Trustees if the veterans feel safe enough on campus to self-identify, the panelist said that it depends on the situation and that it is not really about feeling unsafe. Trustees asked about whether further sensitivity training is needed for anti-war/anti-military issues. Veterans responded that Western has a good base level of services for them and that the campus as a whole is very understanding and accommodating.

### **4. FAIRHAVEN COLLEGE OF INTERDISCIPLINARY STUDIES**

Brent Carbajal, Provost & Vice President for Academic Affairs said that all students on campus benefit from Fairhaven because of its cultural impact on Western's learning environment. Carbajal introduced Jack Herring, Dean, Fairhaven College and Lily Morgan, Fairhaven student who provided the Trustees with some background and curriculum of the college. Herring said that

Fairhaven continues to carry out the vision of its creators as a place of passionate intellectual exploration unbound by many of the limiting conventions of departmentalized higher education. Students at Fairhaven learn in seminar classes, where professors care deeply about them as individuals, said Herring. Students at Fairhaven are part of an academic culture that enables them to find their intrinsic motivation for learning, rather than focusing on the external motivators such as grades.

Lily Morgan, a current Fairhaven student, described her experience and the fact that she chose Fairhaven because she was able to build her own degree based on her unique interest, but yet still have the higher educational structure and accessible resources to get a broad education. She said she liked the traditional college feel, but yet individualized to her interests. Morgan says that she enjoys the critical thinking, discussion questions with a focus on social justice and positive change in communities that Fairhaven classes typically focus on. Herring says that this particular type of teaching style prepares students well for graduate school interactions and analyses. Dean Herring also said that Fairhaven has a reputation of being unstructured, but is structured in a way to help students get focused, stay motivated and be successful.

Trustees engaged in conversations regarding Fairhaven's positive reputation throughout Washington and the nation and how to use that to Western's advantage. Trustees also asked about the struggle between the independence of Fairhaven versus a greater integration into Western as a whole. Herring said that there is more frequent cooperation than conflict, but wishes that there was more cooperation between the faculty, adding that students transition very well between the two different classroom styles.

#### **5. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REAL ESTATE AND LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110.**

At 4:34 p.m. Chair Lee announced that the Board would convene in Executive Session for approximately 30 minutes to discuss a legal and personnel matter as authorized in RCW 42.30.110 (1)(g)&(i).

The Board returned to open meeting at 5:13 p.m. with no action to report and adjourned until Friday, April 10<sup>th</sup> at 8:00am.

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MEETING MINUTES  
FRIDAY, April 10, 2015**

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

Chair Karen Lee called the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m., Friday, April 10, 2015 in the Board of Trustees Conference Room, Old Main 340, at Western Washington University in Bellingham, Washington.

**Board of Trustees**

Karen Lee, Chair  
Sue Sharpe, Vice Chair  
Dick Thompson, Secretary  
Betti Fujikado  
Chase Franklin  
Carly Roberts  
Ralph Munro  
Earl Overstreet

**Western Washington University**

Bruce Shepard, President  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Eileen Coughlin, Senior VP, Vice President for Enrollment and Student Services  
Richard Van Den Hul, Vice President for Business and Financial Affairs  
Stephanie Bowers, Vice President for University Advancement  
Steve Swan, Vice President for University Relations and Community Development  
Annika Wolters, Associated Students President  
Spencer Anthony-Cahill, Faculty Senate President  
Lisa Wochos, Assistant Attorney General  
Paul Cocke, Director, University Communications  
Barbara Sandoval, Assistant to the President and Secretary to the Board of Trustees  
Elissa Hicks, Assistant Secretary to the Board of Trustees

There were no changes to the draft minutes as distributed.

MOTION 04-02-2015: Trustee Thompson moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following minutes:

- Board of Trustees Meeting, February 12 & 13, 2015

The motion passed.



## **2. PUBLIC COMMENT**

As per Amended RCW 28.B.20.105, the Board of Trustees provided time for a Public Comment period. There were no requests for public comment.

## **3. EXECUTIVE SESSION**

At 8:07 a.m. Chair Lee 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)(i).

The Board returned to open meeting at 8:25 p.m. with no action to report and reconvened the meeting as scheduled at 8:32 a.m.

## **4. BOARD CHAIR**

Chair Lee said that she is optimistic about the current Legislative session and both the Senate's and House of Representative's budgets. She also said that she feels like the Legislature is showing a stronger commitment to higher education overall.

## **5. UNIVERSITY PRESIDENT**

President Shepard agreed that the Legislature seems to see the value in investing in higher education. He reported on his recent trip to Washington DC to talk to Congressional staff about higher education funding. Shepard said that many DC offices commented on how impressed they were to see a president and student leadership discussing the same issues with one voice.

President Shepard asked Steve Swan, Vice President for University Relations and Community Development to provide an update on the Hannegan Road Property. Swan stated that after being on the market for almost a year, a recent offer has been made and accepted on the entire 24 acre property. Official action to approve the offer and sale will be taken at the May 17<sup>th</sup> Western Crossing meeting.

President Shepard asked Stephanie Bowers, Vice President for University Advancement provide an update on Sculpture Woods. Bowers said that a Ms. Ann Morris has been working with the Foundation and is in the final stage of preparing to gift her 15 acre property on Lummi Island, named Sculpture Woods, to the Western Foundation. Bowers said that the property is in good shape and that it would be a great asset to Western as a formal meeting place and a showcase venue for the College of Fine and Performing Arts. Ms. Morris and her children are also starting an endowment for the operating funds on the property noting that it would still require a significant fundraising effort to raise the needed funds. Trustees asked about the physical upkeep and zoning on the island. Bowers and adjoining property neighbor Lisa Wochos said the property has been kept up very well and that most Lummi Island residents would welcome Western as a neighbor who would keep the integrity of the property.

## **6. ASSOCIATED STUDENTS**

Associated Students President Annika Wolters said that she very much enjoyed her recent trip to Washington D.C. for the Grass Roots Organizing Legislative Convention for the United States Student Organization and meetings with Congressional staff. She noted that Western had one of the largest delegations at the conference. Wolters added that AS elections are approaching and gave an update about the candidates for president.

## **7. FACULTY SENATE**

Spencer Anthony-Cahill, Faculty Senate President updated the Trustees on recent activities of the Faculty Senate. He said that the Senate is continuing conversations regarding the six questions that President Shepard posed at the 2014 Convocation regarding diversity. The Senate is also looking at the recent move by some major programs to increase the GPA acceptance requirements to see the new requirements disproportionately affect certain student groups. Anthony-Cahill said Senators are also working on formulating an effective faculty response to classroom climate issues raised by the Associated Students and are hoping to have larger discussions with the students and Senate. A Senate sub-group is continuing work on faculty recommendations for the future of the Student Success Collaborative and preparing a response. He said that work is moving forward on faculty reviews of senior administrators in Academic Affairs by creating a survey to distribute to faculty in conjunction with folk's normal annual review processes. At the end of April, the full senate will hear reports from the Senate Extended Education Committee and the Western Study on General Education Reform Report Committee.

Anthony-Cahill discussed with the Trustees that the Senate is increasingly engaging in more controversial issues and discussions, which has exposed some weaknesses and some areas of improvement and the need for consistency as the Faculty Senate work scope continues to increase.

## **8. APPROVAL OF HOUSING AND DINING RATE INCREASES FOR 2015 – 2016**

Eileen Coughlin, Senior VP and Vice President for Enrollment and Student Services introduced the proposed rate plan for the 2015 – 2016 housing and dining system. The proposed rate increase has been thoughtfully considered, relative to the total cost for students to attend Western, and every effort was made to account for any potential impact to the overall system. Each operating line item in the budget was reviewed to ensure that revenue opportunities are examined and costs are managed carefully. Coughlin said this budget and rate proposal responsibly responds to inflationary pressures, maintains the core functions of Western's quality residential program, and adds some components to increase student satisfaction and success. She continued by saying that the major influence for planning came from the University's Strategic Plan along with the standards and expectations outlined in the Principles for the Housing & Dining System. This recommended budget meets those standards and ensures that management attends to the necessary reserve fund balances, planned major maintenance, debt service coverage, and capital planning.

Coughlin also went on to say that significant effort was made to include students in the planning process and to give them multiple ways to provide input. She said that draft materials were presented to the Residence Hall Association and Associated Students' Board of Directors for comments as well. The figures and explanatory text in **Attachment A** reflect the student input from surveys and committees as well as the most recent projections for revenue and expenditures.

Trustees had questions about what was the total annual cost to attend Western including these kind of fees and why our costs tend to be more competitive than other state schools in comparison. Coughlin said that Western's dedication to being affordable has been reflected in our decision making and investments over the years and allows us to continue to be competitive. Coughlin asked AS President Annika Wolters about discussions regarding this plan at a recent Associated Students Board of Directors meeting. Annika said that the AS voted to support the increase but that students are generally concerned about the continued cost increases for education.

Trustees agreed that the overall cost and continued rise is a concern and that publicly purposed universities should be more affordable overall and that nobody wants to raise fees or tuition. However Trustees recognized that the housing and dining system is a self-funded enterprise and that it needs to have the financial resources to be self-sustaining for the future and that the system needs to meet student's basic needs. Trustees appreciated the collaborative effort and thought that went into this proposal and that it took both the affordability issue and basic future student needs into account.

MOTION 04-03-2015: Trustee Munro moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Housing and Dining rates as proposed in the attached. The 2015-2016 proposed rates call for a 3.0 percent increase in residence hall and Birnam Wood apartment rental rates.

The motion passed.

## **9. DRAFT COMPREHENSIVE PARKING MASTER PLAN**

Richard Van Den Hul, Vice President for Business and Financial Affairs said that the University has reviewed its parking system over the past two and a half years including capital and maintenance planning, finances, operations, and policies. He said that the Board of Trustees received an update on the review process in June 2013, and now a draft of the Comprehensive Parking Master Plan is ready for the Board's review. Van Den Hul said that the major components in the plan include a capital improvement and long-term maintenance plan, a self-sustaining finance plan for operating & maintenance costs and risk assessment. Currently about 66% of Western's available parking lots need significant investment and improvements over the next 7 years in order to maintain functionality, and those immediate investments are included in the plan. Van Den Hul said that part of the finance plan will also include a steady yearly fee increase instead of the historical pattern of years with no increase then a fairly significant increase. The finance plan also makes the parking budget more transparent and moves to a more self-supporting enterprise.

Trustees asked about environmental considerations of paving the gravel lots. Van Den Hul said that environmental storm drain mitigation was also a consideration in the plan since Western still needs to comply with state laws. Trustees also commented that Western tried to get funding for some of these improvements through the state transportation budget, but were ultimately not funded.

Chair Lee announced a break at 9:50 am. The Board returned and reconvened the meeting at 10:01 am.

## **10. UPDATE OF INTEGRATED PLANNING AND BUDGET PROCESS**

Brent Carbajal, Provost & Vice President for Academic Affairs and Richard Van Den Hul, Vice President for Business and Financial Affairs gave a brief presentation regarding the University's strategic planning and budget process. They gave specific examples of how various divisions of Academic Affairs and Business and Financial Affairs divisions collaborate during the integrated budget and planning process at Western. Carbajal and Van Den Hul provided context and perspective on how planning and budget are linked procedurally at every level of the process, from the SCOT (Strengths, Challenges, Opportunities, Threats) assessment to strategic plan, and Six-Year Spreadsheet initiatives to budget proposals.

Trustees asked questions about the process and who was represented during the decision making process. They also asked for clarification on decision packages versus tuition setting decisions and how they relate. Trustees said that the budgeting process and culture has changed and improved over the years to become more transparent which they appreciate.

## **11. CURRENT RESEARCH / GRANT FUNDED RESEARCH**

Provost Brent Carbajal introduced Kathleen Kitto, Vice Provost & Dean, Research & Graduate School who gave a presentation regarding the Research and Sponsored Program (RSP) at Western. Kitto said that RSP mission is to encourage, support, and facilitate faculty, staff, and students in their research and creative activities, educational innovations, training/prevention programs, and many other types of scholarly pursuits. Within this last academic year RSP administered approximately 160 different contracts, helped the campus community submit 141 new proposals to 60 different agencies, and assisted with 307 different actions with 111 agencies, said Kitto. During that same time frame there were 42 new awards made as well as 32 additional allocations, resulting in about \$9,600,000 in available funds for research and sponsored activities.

Kitto also mentioned that the RSP administers a number of internal programs to foster research, creative activities, and the scholarly pursuits of our faculty and students. She said that research and scholarly work fosters retention, professional development, helps meet the needs of Washington and beyond, provides sights into the most pressing questions of our time, and enhances the Western experience for all students. While there are challenges associated with maintaining and extending these important and vital programs, Western faculty and RSP are committed to supporting quality research and educational opportunities.

Trustees had questions about if Western had any current copyrights that could bring in additional revenue, to which Kitto responded that we have several in development which will bring in a yet to be determined amount of additional income.

## **12. CAMPAIGN UPDATE**

Stephanie Bowers, Vice President for University Advancement reported that as of March 31<sup>st</sup> the campaign was at \$50.8 million. Bowers said that the downtown Bellingham outreach office will have a ribbon cutting and open house in June. This office will provide more accessibility to the Bellingham community.

### **13. OLYMPIA UPDATE**

Becca Kenna-Schenk, Government Relations Director started her report by thanking the Trustees for their engagement during this legislative session, saying that their help made a huge difference this year. Kenna-Schenk said that both chambers have passed their individual operating budgets and that they are headed into conference committee to work out a compromise. She also said that it is unclear at this point whether they can reach an agreement or if a special session will be needed. Trustees asked about tuition setting authority in this year's legislation, Kenna-Schenk said that authority will most likely be taken back by the legislature.

### **14. BOARD GOVERNANCE COMMITTEE REPORT**

Trustee Sue Sharpe, Chair, Board Governance Committee reported that Trustees Karen Lee, Chase Franklin, Earl Overstreet and herself will attend the 2015 Association of Governing Boards National Conference in Arizona. Trustees are hoping to get a greater understanding of shared governance and how to bring real life applications back to campus to make the process better at Western.

### **15. AUDIT COMMITTEE REPORT**

Trustee Dick Thompson, Chair, Board of Trustees Audit Committee said that the audit committee conducted routine business at their meeting and that the committee had discussed a new tool being used during the audit process that helps to simplify the risk assessment of audits and audit reports.

### **16. INFORMATION ITEMS**

#### **a. Quarterly Grant Report**

Provost Carbajal provided a written report with information from the Office of Research and Sponsored Programs concerning grant awards for the period January 1, 2015 – March 31, 2015 and fiscal year 2014/15.

#### **b. Professional Leave Report**

Provost Carbajal provided a written report which lists the faculty professional leave proposals that have been approved for the 2015/16 academic year and provides a brief summary of the exceptional research projects and scholarly activities engaged in by some of Western's faculty members.

#### **c. Tenure & Promotion Report**

Provost Carbajal provided a written report listing the faculty granted tenure and/or promotion effective September 2015.

#### **d. Admissions & Enrollment Report**

Vice President Coughlin provided a written report regarding the university's general enrollment and admissions. Coughlin reported that Western's admissions office received the highest number of freshman applications in Western's history. As of March 23, Western received 9,834

freshman applications compared to 9,164 at the same time last year to fill about 2800 freshman slots for Fall Quarter 2015.

**e. University Advancement Report**

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

**f. Capital Program Report**

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

**g. University Relations and Community Development Report**

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

**17. DATE FOR NEXT REGULAR MEETING: June 11, 12, 2015**

**18.** The meeting adjourned at 11:19 a.m.

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

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

**FROM:** Bruce Shepard, President

**DATE:** June 12, 2015

**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 8:45 – 8:55 a.m. the day of the Board of Trustees meeting. The signup sheet will be given to the Board Chair at 9:00 a.m.

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 12, 2015  
**SUBJECT:** **Recognitions and Introductions**  
**PURPOSE:** Information Item

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President Bruce Shepard and Provost Brent Carbajal will recognize the following people for their outstanding achievements and service to the University.

- Lisa Wochos, Legal Counsel, Assistant Attorney General
- Fulbright, Hollings, Gillman, Research Experience for Undergraduates Teaching Assistant Program in France Student Award Recipients

**Lisa Wochos, Legal Counsel, Assistant Attorney General**

Assistant Attorney General Lisa Wochos has served as Western's legal advisor, providing counsel to the Board of Trustees, president, vice presidents, faculty, and staff since 2001. Her duties over the years have included providing education legal services at the State Attorney General's Bellingham Regional Division, which includes WWU, Whatcom Community College, Bellingham Technical College, and Skagit Valley College. Wochos will be retiring as of July 10, 2015 after 14 years of service to Western.

**RESOLUTION NO. 2015-02  
A RESOLUTION OF THE BOARD OF TRUSTEES OF  
WESTERN WASHINGTON UNIVERSITY  
RECOGNIZING THE SERVICE OF SENIOR COUNSEL**

***Lisa Wochos***

**WHEREAS, LISA WOCHOS**, General Counsel and Assistant Attorney General for the Washington State Office of Attorney General, served as legal counsel for Western Washington University from October 2001 through July 2015; and

**WHEREAS, LISA WOCHOS** served under Washington state Attorneys General Christine Gregoire, Rob McKenna and Bob Ferguson; and

**WHEREAS, LISA WOCHOS** provided legal counsel to the Attorney General's Office Education Division, providing tireless service to the following institutions of higher education: Western



Washington University, Skagit Valley College, Bellingham Technical College, and Whatcom Community College; and

**WHEREAS, LISA WOCHOS** served with distinction as legal counsel for Western Washington University for over 13 years, with concern for the best interests of all in the Western community; and

**WHEREAS, LISA WOCHOS** has served Western Washington University's Board of Trustees with the goal of minimizing risk, ensuring timely legal compliance of state and federal laws, and doing so in an ethical, cordial, efficient, and reliable manner; and,

**WHEREAS,** the Board of Trustees gratefully acknowledges General Counsel Wochos' dedicated and thoughtful oversight of numerous activities and decisions affecting the University;

**NOW, THEREFORE BE IT RESOLVED,** by the Board of Trustees of Western Washington University that **LISA WOCHOS** be and is hereby honored for outstanding service to the University;

**AND NOW, THEREFORE BE IT FURTHER RESOLVED,** that **LISA WOCHOS** is extended the gratitude and best wishes of the entire University community.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 12, 2015.

**Fulbright, Hollings, Gillman, Research Experience for Undergraduates Teaching Assistant Program in France Student Award Recipients**

Western Washington University graduates and students have been chosen to receive received a number of national awards this year including eight Fulbright Fellowship awards, two Hollings (NOAA) awards, six Gilman awards, three Research Experience for Undergraduate awards and four Teaching Assistance Program in France award winners.

**WWU Student Award Winners**

<b>Fulbright</b>	<b>Hollings (NOAA)</b>	<b>Gilman</b>	<b>Research Experience for Undergraduates</b>	<b>Teaching Assistant Program in France</b>
<ul style="list-style-type: none"> <li>• Emily Brodie</li> <li>• Olivia Henry</li> <li>• Sadie Metz</li> <li>• Polly Woodbury</li> <li>• Sam Bliss</li> <li>• Nathan Drapela</li> <li>• Liam Fox</li> <li>• Nicole Jennings</li> </ul>	<ul style="list-style-type: none"> <li>• Thomas Morrissey</li> <li>• Raven Benko</li> </ul>	<ul style="list-style-type: none"> <li>• Lucerno Manjarrez</li> <li>• Kaeli Wells</li> <li>• Blanca Castillo</li> <li>• Jaiden Dokken</li> <li>• Tristen Johnson</li> <li>• Ani Mesropian</li> </ul>	<ul style="list-style-type: none"> <li>• Macon Abernathy</li> <li>• Hannah Besso</li> <li>• Julia Smith-Peltier</li> </ul>	<ul style="list-style-type: none"> <li>• Josepha Burke</li> <li>• Eldred Vidal</li> <li>• Alexandria Vaughn</li> <li>• Anaeliese Krautraemer</li> </ul>

The Fulbright Program is a prestigious international exchange program sponsored by the U.S. government. Over the years, Fulbright Scholarships have enabled nearly 300,000 participants to travel abroad to study, teach, conduct research and exchange ideas to foster understanding between Americans and people of other countries.

The Earnest F. Hollings Undergraduates Scholarship program funds two years of academic studies related to National Oceanographic and Atmospheric Administration (NOAA) science, research,

technology, policy, management and education activities. It also offers a multi-disciplinary paid summer internship providing students the opportunity to work with NOAA scientists.

The Benjamin A. Gilman International Scholarship Program offers competitive selection process grants for U.S. citizen undergraduate students of limited financial means to pursue academic studies or credit-bearing, career-oriented internships abroad. This congressionally funded program is sponsored by the Bureau of Educational and Cultural Affairs at the U.S. Department of State.

The Research Experiences for Undergraduates (REU) program supports active research participation by undergraduate students in any of the areas of research funded by the National Science Foundation. REU projects involve students in meaningful ways in ongoing research programs. Research may be based in a single discipline or academic department or may offer interdisciplinary or multi-department research opportunities with a coherent intellectual theme.

The Teaching Assistant Program in France (TAPIF) is a joint initiative of the French Ministry of Education, the Centre International d'Études Pédagogiques (CIEP) and the Cultural Services of the French Embassy. The program's goal is to strengthen English-language instruction in French schools by establishing a native speaker presence. Assistants teach 12 hours per week in up to 3 schools. Classes are conducted in English. Teaching assistants conduct all or part of a class, typically leading conversations in English. Duties include serving as a resource person in conversation groups, providing small group tutorials, and giving talks related to American studies. Assignments vary depending on the school's needs and the assistant's abilities.

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

**TO:** Members of the Board of Trustees  
**FROM:** Karen Lee, Chair, Board of Trustees  
**DATE:** June 12, 2015  
**SUBJECT:** **Board Chair Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Board Chair Karen Lee will report to members of the Board and President Shepard and his staff on topics related to the Board of Trustees.

- Resolution No.2015-03 Recognizing the Service of Board Member Ralph Munro
- Resolution No.2015-04 Recognizing the Service of Board Member Carly Roberts



**RESOLUTION NO. 2015 – 03**

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

**RECOGNIZING THE SERVICE OF**

***TRUSTEE RALPH MUNRO***

**WHEREAS**, on October 1, 2009, Governor Christine Gregoire appointed Ralph Munro of Olympia, Washington, to serve on the Western Washington University Board of Trustees through September 30, 2015; and

**WHEREAS, RALPH MUNRO** a native of numerous western Washington towns and communities, earned his bachelor's degree in Education and Political Science from Western Washington University in 1966 and was recognized by Western as a Distinguished Alumnus in 1989; and

**WHEREAS, RALPH MUNRO** brought to his appointment as a trustee a long and distinguished record of public service in Washington and the nation, including 21 years of service as Washington's longest serving Secretary of State, a job to which he was elected by the citizens of Washington five times; and

**WHEREAS, RALPH MUNRO** has brought to his appointment as a trustee a leadership and sponsorship role in the Munro Institute for Civic Education which promotes civic educational training, events and programs for the public and especially social studies and civics educators around the state; and

**WHEREAS, RALPH MUNRO** contributed to the increased stature and future potential of Western Washington University through his service on numerous local, national and international boards and commissions including the Board of Directors of several domestic corporations, such as Prepared Response, Thurston First Bank of Puget Sound, Panorama Retirement Center, The Squaxin Island Tribal Museum and History Link; as well as past president of organizations as Seattle Rotary Club and the National Association of Secretaries of State; and

**WHEREAS, RALPH MUNRO** has shown a true dedication to the public good by participating in public service opportunities such as legislation for disabled resident rights and eliminating architectural barriers in state designs, preserving historic landmarks throughout the state and his work as co-chair of the Washington State Centennial Committee, numerous wildlife protection efforts including the Orca Conservancy and Bald Eagle Preserve on the Skagit River, honoring and assisting military and veteran's groups, and his work in Africa with the Rotary International Organization with Polio eradication and vaccinations to children, providing access to clean water and building better schools; and

**WHEREAS, RALPH MUNRO** has brought to his appointment as a trustee numerous awards and recognitions including the Association of Washington Businesses C. David Gordon Award for Outstanding Civic Achievement, the Order of Civil Merit awarded by King Juan Carlos of Spain, the Order of Friendship awarded by Boris Yeltsin, former president of the Russian Federation, the League of Women Voters Executive Leadership Award, the Rotary International Board of Directors Service Above Self Award, the Puget Sound Energy Pioneer Award, the Seattle Biomedical Research Institute Advancing Global Health Award, and the World Affairs Council World Citizen Award; and

**WHEREAS, RALPH MUNRO** has demonstrated throughout his service on the Board, wisdom and respect, and has served with commitment and distinction as a trusted member of the Western Washington University Board of Trustees; and

**NOW, THEREFORE BE IT RESOLVED**, that **RALPH MUNRO** has exemplified what community services means as an engaged citizen, public servant and trustee; and

**NOW, THEREFORE BE IT FURTHER RESOLVED**, by the Board of Trustees of Western Washington University that **RALPH MUNRO** be and is hereby honored for outstanding service and dedication to the University and is extended the gratitude and best wishes of the entire University community.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 12, 2015.

ATTEST:

A handwritten signature in black ink, appearing to read "Karen Lee".

Karen Lee, Chair

A handwritten signature in black ink, appearing to read "Dick Thompson".

Dick Thompson, Secretary



**RESOLUTION NO. 2015-04**

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

**RECOGNIZING THE SERVICE OF STUDENT TRUSTEE**

***CARLY ROBERTS***

**WHEREAS, CARLY ROBERTS** of Olympia, Washington, has served as a member of the Western Washington University Board of Trustees from July 1, 2014 to June 30, 2015 as appointed by Governor Jay Inslee; and

**WHEREAS, CARLY ROBERTS** has the distinction of being the seventeenth student appointee by the Governor of Washington to the Board of Trustees of Western Washington University; and

**WHEREAS, CARLY ROBERTS** has contributed her time and commitment to the University at considerable personal sacrifice while pursuing a bachelor's degree in Economics and Political Science with a minor in Ancient Greek Language from Western Washington University; and

**WHEREAS, CARLY ROBERTS** brought to her appointment as a trustee dedication to the campus and greater communities through her service as a past Associated Students President, AS Vice President for Activities, and by her participation in the American Association of University Women, the Western Cares Organization, the Washington Student Association Board of Directors and Running Start: Bringing Young Women to Politics; and

**WHEREAS, CARLY ROBERTS** contributed to the increased stature and the future potential of Western Washington University through her participation in numerous decisions affecting the University; and

**WHEREAS, CARLY ROBERTS** has served with distinction this past year with intelligence, relevant insight and kindness for the best interests of all in the Western community; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Trustees of Western Washington University that **CARLY ROBERTS** be and is hereby honored for outstanding service and dedication to the University and is extended the gratitude and best wishes of the entire University community.

**PASSED AND APPROVED** by the Board of Trustees of Western Washington University at its regular meeting on June 12, 2015.

ATTEST:

A handwritten signature in black ink, appearing to read "Karen Lee".

Karen Lee, Chair

A handwritten signature in black ink, appearing to read "Dick Thompson".

Dick Thompson, Secretary

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

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

**FROM:** Bruce Shepard, President

**DATE:** June 12, 2015

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

**PURPOSE:** Information Item

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**Purpose of Submittal:**

President Shepard 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 Bruce Shepard on behalf of the Associated Students

**DATE:** June 12, 2015

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

**PURPOSE:** Associated Students Report

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**Purpose of Submittal:**

AS President Annika Wolters will brief the Board of Trustees on current activities of the Associated Students.

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

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

**FROM:** President Bruce Shepard behalf of the Faculty Senate

**DATE:** June 12, 2015

**SUBJECT:** Faculty Senate

**PURPOSE:** Information Item

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Spencer Anthony-Cahill, Faculty Senate President, provided the following report on the activities of the Faculty Senate as of June 1, 2015.

At the first meeting of the Senate (October 6, 2014), the items listed below were presented as major elements of Senate Agenda for 2014-2015. A brief status report will be given for each of these items.

**• Formulating an effective faculty response to classroom climate issues raised by the Associated Students.**

Initial discussions of this issue included a Senate caucus (2/9), a larger faculty caucus (2/23), and a student caucus (4/23). One common theme from the faculty caucus was a request for more resources to develop curriculum that supports diversity, inclusion and equity on the WWU campus. To that end, the Senate constituted (5/18) a new committee in response to a request from Dean Kathleen Kitto: the Diversity & Social Justice Grants and Fellowship Review Committee. This new committee is charged with solicitation and review of proposals, and selection of summer grant and fellowship awards during Fall quarter.

A student and faculty caucus was held May 29, and will inform how the Faculty Senate will continue to engage with and address student concerns around classroom and campus climate. It is expected that effectively addressing these issues will remain an ongoing priority for the Faculty Senate.

**• Faculty involvement in strategic enrollment planning, and increasing faculty engagement in student advising and retention efforts**

A 4-hour workshop with faculty and ESS staff was held December 16. Following that workshop, a smaller group of eight persons was constituted, which includes faculty, staff and administrators in Enrollment and Student Services and Academic Affairs. This group is formulating a planning document to guide recruitment, enrollment, retention, and graduation of WWU students. The issues upon which the group is focused are seen as being closely linked to those of quality and institutional identity. The goal is to have a draft of the planning document this summer.



• **Making a faculty recommendation regarding the future of the Student Success Collaborative**

Following two presentations led by Steve VanderStaay and Sara Wilson, the Senate passed a motion (5/18) recommending that the University's contract with the Student Success Collaborative (SSC) be extended for another five years, that the SSC implementation team continues to work collaboratively with the Faculty Senate to seek faculty feedback and respond to emergent concerns, and make formal status reports to the Faculty Senate in the spring quarters of 2017 and 2019. The faculty are particularly concerned about the security of the data stored in the SSC, and who has access to that data.

• **Ensuring the effectiveness of the new Senate Extended Education Committee**

The SEEC made a formal report to the Senate (4/20) that included three recommendations focused on encouraging regular review by department faculty of the course offered through Extended Education and the funding models that support those courses. The three recommendations were approved by the Senate and then distributed to the chairs of all college governance bodies for their consideration.

• **Responding to the Western Study of General Education (WSGE) Task Force findings**

The WSGE task force report was discussed at the meeting of 4/6, and a summary of that discussion was forwarded to ACC for its consideration re: next steps to take in addressing issues related to General Education at WWU. The Senate endorses the solicitation and thorough vetting of proposals for change to the General Education program at WWU.

• **Revising the process and instrument for faculty reviews of senior administrators**

Several meetings during the Fall and Winter quarters between Senate leadership and a group of 4-5 Deans and the Vice Provost for Undergraduate Education (VPUE) to develop a performance rating tool and a procedure to include faculty feedback in the regular review of senior administrators in Academic Affairs. This spring the new process and rating tool was employed in the faculty review of the VPUE.

**Other discussion items/actions of the Senate this past year include:**

- Changed charge re; voting membership of UPRC to include a faculty representative from the Graduate Council (10/20).
- Presentation re: threat assessment procedures at WWU (11/3).
- Discussed the report of the Calendar Committee and passed motions to adopt most of the recommendations of the report, such as scheduling the start of Fall quarter to minimize conflicts with major religious holidays, and beginning Winter quarter on Mondays whenever it is possible to do so without extending the Spring quarter past the third week of June.

The Senate seeks funding for a manager-level position in the Senate office in addition to the current administrative assistant position. This position is key to ensuring the effective communication between the many groups on campus that must coordinate to ensure robust and effective shared governance.

## **Summary of ongoing and future work by major Senate subcommittees**

### Academic Coordinating Commission

- Managing evaluation and proposed changes to General Education, and the assessment of General Education at WWU.

### University Planning and Resources Council

- Discussion of resource allocation to meet current and projected enrollment pressures. Ensuring robust communication between University-level and College-level planning committees during such discussions.

### Academic Technology Committee

- Engaging in planning to maintain adequate infrastructure to support increased demand for access to web resources and providing input on policies re: use of portable computing devices.

### Senate Library Committee

- Drafting/implementing a plan for resource allocation that is transparent and relies, in part, on usage data.

### Senate Extended Education Committee

- Ongoing discussion of online course offerings on the main campus and at remote sites. Follow-up with College governance groups re: funding models for EE course offerings.

### Senate Faculty Legislative Representative

- Continued advocacy for the Council of Faculty Representatives legislative agenda:
  - Support a tuition freeze with offsetting financial support from the legislature.
  - Support Council of Presidents budget proposal.
  - Support fully funding the state need grant, and the College Bound and Work Study programs.
  - Support new models for funding higher education, including new revenue sources.

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

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

**FROM:** President Bruce Shepard

**DATE:** June 12, 2015

**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 Spring Quarter Degrees
- August 2015 Board of Trustees Meeting Date Change

**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 Bruce Shepard by Provost Brent Carbajal  
**DATE:** June 12, 2015  
**SUBJECT:** Approval of Degrees  
**PURPOSE:** Action Item

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**Purpose of Submittal:**

Board of Trustees responsibility to approve awarding of degrees

**Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter 2015, effective June 13, 2015.

**Supporting Information:**

Lists on file with the Registrar and Graduate Dean.

<b><i>Students</i></b>	<b><i>June 2015</i></b>	<b><i>Comparison: June 2014</i></b>
<i>Undergraduates</i>	1766	1825
<i>Masters</i>	137	149

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

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard  
**DATE:** June 12, 2015  
**SUBJECT:** **Consent Item: August 2015 Meeting Date Change**  
**PURPOSE:** Action

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**Purpose of Submittal:**

The current meeting dates for the Board of Trustees in 2015 were approved at the April 2014 meeting. The dates chosen were August 20, 21, 2015. However, the Trustees would like to have a one day meeting instead of two days. The proposed new single meeting date is August 20, 2015. They would also like to move the meeting venue to the Shannon Point Marine Center.

**Proposed Motion:**

*MOVED*, on recommendation from the Chair, that the Board of Trustees change its currently scheduled meeting on Thursday, August 20 and Friday, August 21, 2015 to only Thursday, August 20, 2015.

# WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Members of the Board of Trustees  
**FROM:** President Bruce Shepard by Provost Brent Carbajal  
**DATE:** June 12, 2015  
**SUBJECT:** Academic Program Fees  
**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Approval of Other Academic Program Fees for Extended Education Programs and Other Programs: Other Academic Program Fees include tuition fees for Summer Session as well as a variety of extended education and other academic programs. At its February 2015 meeting, the Board approved 2015 Summer Session Fees. Other Academic Program Fees for extended education and other programs have been developed over the past few months and are now ready for Board approval.

Other Academic Program Fees are fees paid by students enrolling in extended education programs primarily through Western's Extended Education (EE). Other Academic Program Fees are:

- **CONTINUING EDUCATION PROGRAMS AND COURSES** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **DEGREE PROGRAMS VIA EXTENDED EDUCATION** tuition and fees are assessed at a level to support these self-sustaining academic programs.
- **SUMMER SESSION** tuition and fee increases are limited to academic year tuition increase.

Annual fee increases for all of these programs are limited to projected program costs. These fees were reviewed by the Academic Fee Committee, the Budget Working Group and President's Council.

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the attached *2015-16 Other Academic Program* fee schedule.

## **Supporting Information**

Attached fee schedule

**WESTERN WASHINGTON UNIVERSITY  
2015 - 2016**

**Other Academic Program Fees**

FUND: Fund Title, Department							
Fee Title	2014-15 Fee	2015-16 Proposed Fee	Amount Change	Percent Change	Change Description	Fee Form Number	
<b><u>Academic Affairs</u></b>							
<b>20033: Foreign Studies Course Fees, Provost/Other Programs</b>							
Application Fee	75.00	100.00	25.00	33.33%	Increase to Fee	<a href="#">909396</a>	
<b>25104: Elementary Education, Extended Education &amp; Summer Programs</b>							
Active Duty Military Fee		166.00 per credit			New Fee	<a href="#">939922</a>	
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<a href="#">939940</a>	
<b>25110: Vehicle Design, Extended Education &amp; Summer Programs</b>							
Active Duty Military Fee		166.00 per credit			New Fee	<a href="#">939922</a>	
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<a href="#">939940</a>	
<b>25111: CSD - Comm. Science &amp; Disorders, Extended Education &amp; Summer Programs</b>							
Active Duty Military Fee		166.00 per credit			New Fee	<a href="#">939922</a>	
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<a href="#">939940</a>	
<b>25112: Environmental Studies, Extended Education &amp; Summer Programs</b>							
Active Duty Military Fee		166.00 per credit			New Fee	<a href="#">939922</a>	
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<a href="#">939940</a>	
<b>25115: Off-Campus Student Teaching, Extended Education &amp; Summer Programs</b>							
Active Duty Military Fee		166.00 per credit			New Fee	<a href="#">939922</a>	
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<a href="#">939940</a>	

**FUND: Fund Title, Department**

Fee Title	2014-15 Fee	2015-16 Proposed Fee	Amount Change	Percent Change	Change Description	Fee Form Number
<b>Academic Affairs</b>						
<b>25120: AY Self-Sustaining Programming, Extended Education &amp; Summer Programs</b>						
Active Duty Military Fee		166.00 per credit			New Fee	<u>939922</u>
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<u>939940</u>
<b>25122: WWU on the Peninsula, Extended Education &amp; Summer Programs</b>						
Active Duty Military Fee		166.00 per credit			New Fee	<u>939922</u>
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<u>939940</u>
<b>25123: Computer &amp; Info Systems Security, Extended Education &amp; Summer Programs</b>						
Active Duty Military Fee		166.00 per credit			New Fee	<u>939922</u>
All-WA Academic Team Member Rate		225.00 per credit			New Fee	<u>939940</u>
<b>25306: Professional Development, Extended Education &amp; Summer Programs</b>						
Active Duty Military Fee		166.00 per credit			New Fee	<u>939922</u>
<b>25309: Language &amp; Culture Programs, Extended Education &amp; Summer Programs</b>						
IEP Quarterly Tuition-Full Time	2,920.00 per quarter	3,212.00 per quarter	292.00	10.00%	Increase to Fee	<u>940187</u>
IEP Quarterly Tuition-Part Time	127.00 per course contract	140.00 per credit	13.00	10.24%	Increase to Fee	<u>940189</u>



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

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

**FROM:** President Bruce Shepard on behalf of Senior Vice President Eileen Coughlin

**DATE:** June 12, 2015

**SUBJECT:** **2015 – 2016 Student Fees**

**PURPOSE:** Action Item

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**Purpose of Submittal:**

To recommend mandatory student fee levels for 2015-16 for approval, and to approve the recommended revenue distributions of the Services & Activities (general S&A) Fee for academic year 2015-16 and summer 2015.

**Proposed Motion:**

*MOVED* that the Board of Trustees of Western Washington University, upon the recommendation of the University President and the various constituent review committees, approve the 2015-16 mandatory student fee levels and distribution for the S&A Fee as proposed in the attached documents for the following fees:

- Services & Activities Fee (*1.03% Proposed increase if legislation permits*)
- Student Health Service Fee (*No increase*)
- Student Recreation Fee (*No increase*)
- Technology Fee (*No increase*)
- Non-Academic Building Fee (*No increase*)
- Green Energy Fee (to be renamed “Sustainable Action Fund”) (*Reauthorization of fee; No fee increase*)
- Student Transportation Fee (*No increase*)
- Legislative Action Fund (*No increase*)

**Supporting Information:**

Attachment A: Summary of current and proposed mandatory student fee levels

Attachment B: Services and Activities Fee Proposal

Attachment C: Student Health Services Fee Program Report

Attachment D: Student Technology Fee Program Report

Attachment E: Non-Academic Building Fee Program Report

Attachment F: Sustainable Action Fund (proposed rename from “Green Energy Fee”) Fee Reauthorization and Program Report

Attachment G: Student Recreation Fee Program Report

Attachment H: Student Alternative Transportation Fee Program Report

**Attachment A  
2015-16 Mandatory Student Fees**

**Summary of Current and Proposed Mandatory Student Fee Levels**

It is proposed to increase one of the seven mandatory student fees for 2015-16 (pending legislative permission) and to re-authorize and restructure one fee. This proposal constitutes a net average increase of 0.41% for all mandatory student fees (\$2 per quarter.)

**Proposed Increases Effective Fall Quarter**

*Proposed to the WWU Board of Trustees on June 12, 2015*

Mandatory Fee	Notes	Proposed Change	Quarterly Fees				Academic Year Fees			
			Current 2014-15	Proposed 2015-16	\$\$ Change	% Change	Current 2014-15	Proposed 2015-16	\$\$ Change	% Change
<b>Services &amp; Activities (S&amp;A) Fee</b>	(1) (2)	<b>Proposed increase of \$2 per quarter (1.03%) if legislation permits.</b> RCW's limit the increase of S&A Fees to the percent increase in undergraduate tuition unless a specific exception is granted. The S&A Fee Committee plans to eliminate the reserve fund which currently has a zero balance; departments are responsible for carrying their own appropriate reserves. Fee is prorated per credit with 10+ credits paying the full fee.	\$195.00	\$197.00	\$2.00	1.03%	\$585.00	\$591.00	\$6.00	1.03%
<b>Health Service Fee</b>		<b>No proposed change.</b> Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain services.	\$85.00	\$85.00	\$0.00	0.00%	\$255.00	\$255.00	\$0.00	0.00%
<b>Technology Fee</b>		<b>No proposed change.</b> The full fee is charged to students taking 6+ credits. Those taking 1-5 credits are charged \$17.50. In Spring 2013, students voted 78% in favor of a 5 year renewal of this fee at the \$35 level.	\$35.00	\$35.00	\$0.00	0.00%	\$105.00	\$105.00	\$0.00	0.00%
<b>Non-Academic Building Fee</b>		<b>No proposed change.</b> AS Facilities & Services Council proposed \$2.50/quarter increase, but AS Board voted 0-6 against. Fee is charged to students taking 6+ credits.	\$39.00	\$39.00	\$0.00	0.00%	\$117.00	\$117.00	\$0.00	0.00%
<b>Sustainable Action Fund Fee</b> (proposed renaming from "Green Energy Fee")		<b>Reauthorization of fee through Summer 2018. No proposed change in fee level for 2015-16.</b> In Spring 2015, student voted 86.2% in favor and the AS Board voted 6-0 to recommend reauthorization of this fee at the 70 cents per credit level with a \$7 per quarter maximum. The AS Board added the sunset date. The fee funds renewable energy certificates (RECs), student leadership positions and sustainable energy projects.	\$7.00	\$7.00	\$0.00	0.00%	\$21.00	\$21.00	\$0.00	0.00%
<b>Student Recreation Fee (S&amp;A)</b>	(1)	<b>No proposed change.</b> Fee is charged to students taking 6+ credits. Other students may voluntarily pay the fee to obtain access/services.	\$99.00	\$99.00	\$0.00	0.00%	\$297.00	\$297.00	\$0.00	0.00%
<b>Student Transportation Fee</b>		<b>No proposed change.</b> Fee is charged to students taking 6+ credits. Summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided; the summer rate is \$21 and covers just the bus pass.	\$26.25	\$26.25	\$0.00	0.00%	\$78.75	\$78.75	\$0.00	0.00%
<b>Legislative Action Fee</b>	(3)	<b>No proposed change.</b> To fund student representation and advocacy efforts at the campus, local, state, and federal levels.	\$1.00	\$1.00	\$0.00	0.00%	\$3.00	\$3.00	\$0.00	0.00%
<b>Total Mandatory Fees</b>			<b>\$487.25</b>	<b>\$489.25</b>	<b>\$2.00</b>	<b>0.41%</b>	<b>\$1,461.75</b>	<b>\$1,467.75</b>	<b>\$6.00</b>	<b>0.41%</b>

**Notes:**

- (1) Fee is subject to 3.5% Student Financial Aid/Loan Fee deduction.
- (2) Bond Covenants pledge a minimum of \$32 per full-time student per quarter and \$6.40 per part-time student per quarter to the Housing & Dining System.
- (3) Mandatory \$1 per quarter billed but with the ability to "opt-out."

**Attachment B**  
**2015-16 Mandatory Student Fees**

**Services & Activities Fee**

**1.03% Increase to Fee if Legislation Permits**

Proposed Distributions and 1.03% Increase to Fee (if legislation permits)

**Proposed Fee and Distribution: In the event that the S&A Fee can legally be increased, the Services & Activities Fee Committee recommends a 1.03% increase to the S&A Fee for the 2015-2016 academic year, maintaining the Summer 2016 rate at 65.15% of the academic year rate, and recommends approval of the distribution of fees for the 2015-16 academic year and Summer 2015 as outlined.**

The Committee proposes a 1.03% increase (\$2 per quarter) to the S&A Fee for the 2015-2016 year (from \$585 to \$591 for the academic year, or from \$195 to \$197 per quarter). This fee is pro-rated per credit (\$19.70 per credit per quarter) with students enrolling in ten or more credits paying the full, maximum fee.

Alternative: Proposed Distributions and No Fee Increase (if an increase is not permitted)

**Proposed Fee and Distribution: In the event that the S&A Fee cannot legally be increased, the Services & Activities Fee Committee recommends approval of the distribution of fees for the 2015-16 academic year as outlined. Further, the Committee recommends maintaining the Summer 2016 rate at 65.15% of the academic year rate and distributing Summer 2015 fee revenue as outlined.**

The S&A Fee for the 2015-2016 would remain at \$585 for the academic year, or \$195 per quarter. This is pro-rated per credit (\$19.50 per credit per quarter) with students enrolling in ten or more credits paying the full, maximum fee.

### **The Following constituents receive funds from the Services & Activities Fee:**

- Housing & Dining (per bond covenants)
- Associated Students (AS)
- Athletics
- Campus Recreation
- Depart Related Activities (DRAC)

### **Background**

The Services and Activities (S&A) Fee Committee operates under the authority of RCW 28B.15.045 and makes recommendations on the distribution of S&A Fees for the following constituents groups: Housing & Dining, Associated Students, Athletics, Campus Recreation, and Department Related Activities (DRAC). In concert with the RCW, the Committee is comprised of 12 members, seven voting and five non-voting. The voting members include a faculty member and six students representing Associated Students, Athletics, Campus Recreation, and Department Related Activities (DRAC). The non-voting members include staff advisors from Associated Students, Athletics, Campus Recreation, and Department Related Activities (DRAC), and a designee of the Vice President for Enrollment and Student Services.

The S&A Fee Committee follows an established annual process to prepare its recommendations on the level of distribution of S&A Fees. This process includes review of budget requests for each constituent group and an open hearing process to provide the opportunity for input from members of the campus community.

### **Elimination of S & A Fee Committee Reserve**

In 1992, the S&A Fee Committee established a reserve to assist constituent groups in meeting unanticipated or extraordinary expenses. Under the reserve policy adopted at that time, a minimum reserve balance of \$10,000 was required and the reserve level was not to exceed \$40,000. The S&A constituent areas have since developed their own reserves to meet unexpected expenses.

For almost two decades the reserve balance was maintained at no more than the required \$10,000 balance. Constituent areas were able to cover their unexpected expenses so the committee opted to direct all available dollars to support student programs. In the 2013-14 year the committee voted to deplete the reserve balance in order to support unexpected costs in Campus Recreation when the men's rugby team qualified for nationals.

The committee has not restored the \$10,000 reserve balance and after discussion has decided to eliminate the central S&A Fee Committee Reserve.

## CONSTITUENT BUDGET REQUESTS

The constituent groups were challenged to review their programs and budgets carefully, honoring their fiduciary responsibility regarding the impact of fees charged to all students. All committee meeting proceedings and documents are posted on the following website for the campus' reference: <http://www.wvu.edu/vpress/activitesmeetings.shtml>. Detail budget requests were made at the April 22, 2015 meeting.

An overarching theme of the various requests was for expected/mandated increases in salary (some at estimated levels until the legislature passes a budget and agreements are reached with labor), minimum wage increases, travel cost increases and limited staffing/program improvements.

Some constituent groups were able to manage their budget changes and did not request an increase, others requested high priority needs. Separate requests were made for the academic year vs. summer.

### CONSTITUENT BUDGET REQUESTS for Academic Year 2015-16

#### Associated Students

The Associated Students did not request a budget increase for the 2015-1016 academic year.

#### Athletics

Athletics requested an increase of \$185,548. Of this, \$57,834 was for expenses related to mandated salary increases and increased expenses for travel. Due to changes in conference schedules, travel costs are expected to be nearly \$50,000 higher next year. If the S&A Fee is allowed to increase 1.03%, then Athletics is projected to receive a 2.7% increase in funding (or \$46,456) which is 25% of their request.

#### Campus Recreation

Campus Recreation did not request a budget increase for the 2015-2016 academic year.

#### DRAC

Department Related Activities requested an increase of \$49,813 primarily to fund a new edition in Student Publications and increased travel and instrument repair/replacement for Music. If the S&A Fee is allowed to increase 1.03%, then DRAC is projected to receive a 2.5% increase in funding (or \$23,745) which is 48% of their request.

## 2015-16 Academic Year

### Proposed Distributions with 1.03% Fee Increase (if permitted)

- 3.5% to Student Financial Aid Fund as required by law.
- Music Copyright Fee to be allocated in the amount of \$15,824.
- Housing & Dining to receive minimums as required by bond covenants for debt service. This amounts to \$32 per quarter per full-time students and \$6.40 per quarter per part-time student.
- Recommendation is based on projected revenue. Revenue in excess of dollar allocations indicated to be distributed to constituents on a percentage basis using percentages from 2014-15 allocations.

<b>1.03% Fee Increase</b>						
	<b><u>2014-15 Actual</u></b>		<b><u>2015-16 Proposed</u></b>		<b><u>Variance</u></b>	
Effective Rate of Increase				1.03%		
				(+ \$2.00/quarter)		
Total Projected Revenue		\$ 7,062,861		\$ 7,135,608		\$ 72,747
Loan Fund (3.5%)		\$ 247,200		\$ 249,746		\$ 2,546
Music Copyright		\$ 15,824		\$ 15,824		\$ -
Housing & Dining		\$ 1,232,131		\$ 1,232,131		\$ -
<b>Subtotal for Distribution</b>		<b>\$ 5,567,706</b>		<b>\$ 5,637,907</b>		<b>\$ 70,201</b>
Associated Students	44.0%	\$ 2,449,791	43.5%	\$ 2,449,791		\$ -
Athletics	30.8%	\$ 1,714,853	31.2%	\$ 1,761,309		\$ 46,456
Campus Rec	7.9%	\$ 439,849	7.8%	\$ 439,849		\$ -
DRAC	17.3%	\$ 963,213	17.5%	\$ 986,958		\$ 23,745
<b>Total Distributed</b>		<b>\$ 5,567,706</b>		<b>\$ 5,637,907</b>		<b>\$ 70,201</b>

## 2015-16 Academic Year

### Alternative: Proposed Distributions with No Fee Increase

- 3.5% to Student Financial Aid Fund as required by law.
- Music Copyright Fee to be allocated in the amount of \$15,824.
- Housing & Dining to receive minimums as required by bond covenants for debt service. This amounts to \$32 per quarter per full-time students and \$6.40 per quarter per part-time student.
- Recommendation is based on projected revenue. Revenue in excess of projection to be allocated to constituents on a percentage basis.

<b>Alternative: No Fee Increase</b>					
	<u>2014-15 Actual</u>		<u>2015-16 Proposed</u>		<u>Variance</u>
Effective Rate of Increase				0%	
Total Projected Revenue		\$7,062,861		\$ 7,062,861	\$ -
Loan Fund (3.5%)		\$ 247,200		\$ 247,200	\$ -
Music Copyright		\$ 15,824		\$ 15,824	\$ -
Housing & Dining		\$1,232,131		\$ 1,232,131	\$ -
<b>Subtotal for Distribution</b>		<b>\$5,567,706</b>		<b>\$ 5,567,706</b>	<b>\$ -</b>
Associated Students	44.0%	\$2,449,791	44.0%	\$ 2,449,791	\$ -
Athletics	30.8%	\$1,714,853	30.8%	\$ 1,714,853	\$ -
Campus Rec	7.9%	\$ 439,849	7.9%	\$ 439,849	\$ -
DRAC	17.3%	\$ 963,213	17.3%	\$ 963,213	\$ -
<b>Total Distributed</b>		<b>\$5,567,706</b>		<b>\$ 5,567,706</b>	<b>\$ -</b>

## S&A Summer 2016

### Proposed Fee Level

As approved by the Board of Trustees in June 2002, the summer rate is set at 65.15% of the academic year rate. If an S&A Fee increase is permitted for the 2015-2016 academic year, the rate for Summer 2016 would increase from \$12.70 to \$12.83 per credit. If no S&A Fee increase is allowed, the Summer 2016 rate would remain at \$12.70 per credit.

## S&A Summer 2015

### CONSTITUENT BUDGET REQUESTS for Summer 2015

#### Associated Students

The Associated Students requested \$165,000 in total for Summer 2015 (an increase of \$12,404 or 8.1% from \$152,596 in Summer 2014) to cover salary and programmatic cost increases. The AS is projected to receive \$163,515 (an increase of \$10,919 or 7.2%), which is 99.1% of their request.

#### Campus Recreation

Campus Recreation requested essentially a carryforward level of \$18,604 in total and is projected to receive \$18,436, which is 99.1% of their request.

#### DRAC

Department Related Activities requested essentially a carryforward level of \$90,308 in total and is projected to receive \$89,495, which is 99.1% of their request.

### Proposed Fee Distribution

The Board of Trustees approved the Summer 2015 rate of \$12.70 per credit. It is proposed that Summer 2015 S&A Fee revenue be split on the following percentages after Housing & Dining receives \$32.00 per full-time student and \$6.40 per part-time student.

<b>Summer 2015</b>					
	<b>Summer 2014 Actuals</b>			<b>Summer 2015 Proposed</b>	
Housing & Dining (bond covenant)		\$	51,629		\$ 51,629
Associated Students	57.6%	\$	152,596	60.2%	\$ 163,515
Campus Rec	8.0%	\$	21,194	6.8%	\$ 18,436
DRAC	34.4%	\$	91,133	33.0%	\$ 89,495
<b>Total Distributed</b>		<b>\$</b>	<b>316,552</b>		<b>\$ 323,075</b>



TO: Tina Loudon, Chair – S & A Fee Committee  
FROM: Eileen Coughlin, Sr. Vice President – Enrollment and Student Services  
DATE: 5/29//15  
SUBJECT: Proposed S & A Fee Level and Distribution

I have received your summary of the S & A Fee Committee's recommendations for the fee level and distribution for the 2015-16 Academic Year, the Summer 2016 fee recommendation, and the fee distribution for Summer 2015.

Please convey to the committee my appreciation for the thoughtful consideration that went into the development of these proposals. As representative of the Administration, I am appreciative of the effort the members made to be conscious of fee impacts on students. The recommendation is supported.

As you stated, the S&A Fee increases are normally limited by RCW to the percent increase in resident undergraduate tuition unless a specific exemption is granted. Which of the Committee's proposals for the academic year will be allowed to be enacted by the Board of Trustees will depend, of course, on actions in Olympia.

**Attachment C**  
**2015-16 Mandatory Student Fees**  
**Health Services Fee**

**No Increase to Fee**

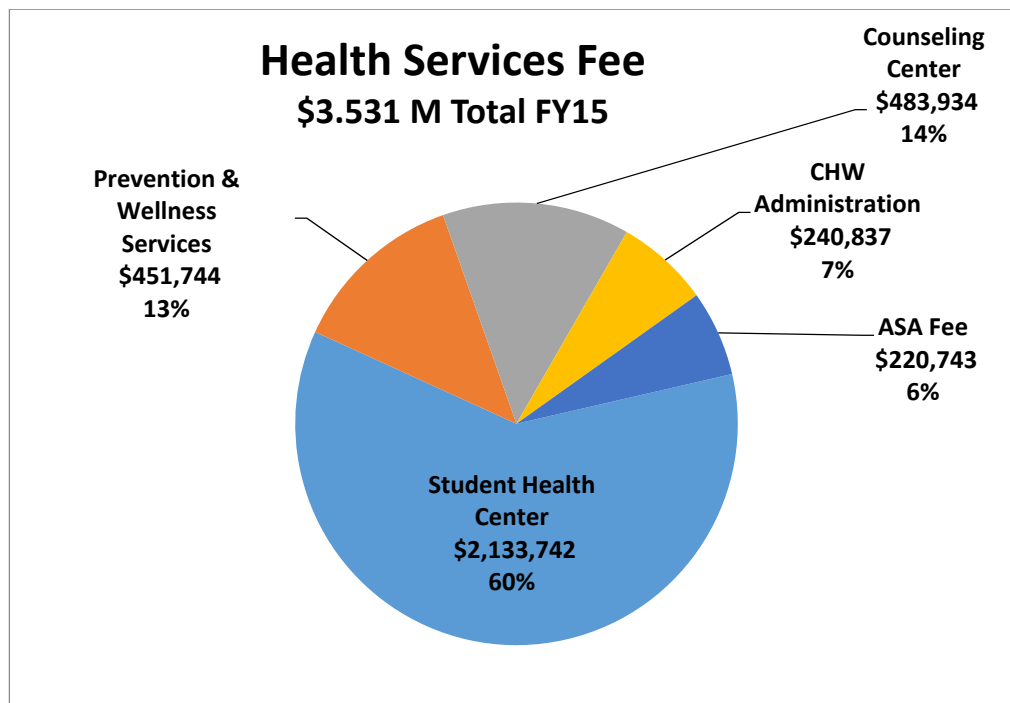
**2014-15 Program Report**

The Health Services Fee is used to establish a standard of health care for Bellingham's campus and as a contingency for emergency services. Revenue from this fee is the primary means of support for the operations and staffing of the Student Health Center, Prevention & Wellness Services and a significant part (44%) of the Counseling Center in order to provide easily accessible medical, mental health and wellness services to students, regardless of their insurance status. It is a mandatory student fee for students enrolled for 6 or more credits and available as an opt-in fee for other students enrolled for 3-5 credits that desire access to these services.

Each of these departments provides a variety of clinical and educational services to Western's students, some of which are mandated by law. All students receive the educational benefits of the health outreach programs and the benefit of preventive and public health services within a close-knit living community. This mandatory fee provides a stable, adequate funding base for all of our campus health related services.

**Counseling, Health & Wellness FY15:**

- The Health Services Fee was increased from \$72/qtr. to \$85/qtr. in FY15.
- Projected Health Services Fee revenue for FY15 is 3,531,000.
- Health Services Fee Revenue supports 76% of the total \$4.63 million Counseling, Health & Wellness Services budget (\$4,013,500 Self-Sustaining & \$613,410 State funding).



**Student Health Center**

Funding previously used for contracted psychiatric consults for students was converted to establish a Staff Psychiatrist position which was filled in Fall 2014. The FY15 fee increase funded four new positions. A Patient Services Coordinator position and a Registered Nurse 2 position established in FY15 have been filled. Recruitment for a M.D. position and a Nurse Practitioner position specializing in mental health will begin soon.

**Counseling Center**

The FY15 fee increase funded two new positions. A master's level Mental Health Counselor position was filled in Fall 2014. The Doctoral Intern Program was expanded with both fee dollars and new State dollars to expand from two to three interns in Fall 2014 and from three to four interns in Fall 2015.

**Prevention & Wellness Services**

The FY15 fee increase provided funding to convert a temporary, part time position to a master's level Men's Violence Prevention/Mental Health Promotion Specialist position that was filled in Fall 2014.

**FY15 Fee Comparison to other WA state publics (fee/student/academic year)**

Washington State University	\$376
Central Washington University	\$297
Eastern Washington University	\$264
Western Washington University	\$255
The Evergreen State College	\$249

**FY16 Fee:** There is no fee increase proposed for FY16.

# Attachment D 2015-2016 Mandatory Student Fees

## Student Technology Fee No Increase to Fee

**Fee & Effective Dates:** The Associated Students enacted a Student Technology Fee of \$35 per quarter for students taking 6 credits or above and \$17.50 per quarter for students taking 1-5 credits, effective Fall Quarter 2013 for a period of five years (through Summer Quarter 2018).

### 2014-15 Program Report

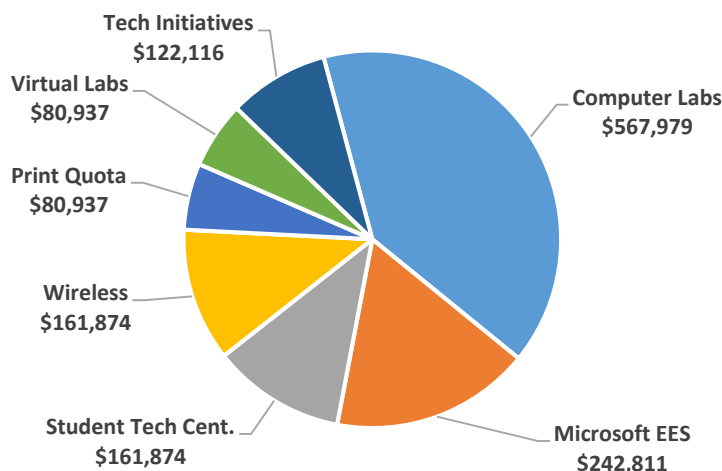
The Student Technology Fee, initially implemented in 1995, exists as an effective means of meeting the direct needs of students in accessing technology on campus at a time when state-allocated equipment funds are inadequate to support the ongoing technological needs of students. Since the initial implementation, students have continuously renewed the fee. In spring of 2013 the fee was renewed during the student elections with 78% of students voting in the affirmative for the fee. Students continue to recommend that efforts to procure state-allocated funding support continue and remain a priority.

The Student Technology Fee (STF) funding is dedicated to the following purposes:

- \$14 to computer lab renewal and replacement (40%)
- \$4 to the Student Technology Center (11.43%)
- \$4 to wireless network renewal and replacement (11.43%)
- \$3 to the STF Tech Initiatives (project proposals) (8.6%)
- \$6 for the Microsoft Enrollment for Educational Solutions (EES) (17.14%)
- \$2 for the virtual labs and U-drive upgrades (5.7%)
- \$2 for a print quota with 50 prints per quarter (5.7%)

This allotment will result in the following approximate fund amounts (revenue collection continues until June 30, 2015):

### Revenue as of May 27, 2015 \$1,418,528 Total



## **Technology Fee Project Proposal (Tech. Initiatives) Funding Allocations**

The Student Technology Fee (STF) Proposal Fund has the following mission:

- Broaden or enhance the quality of the student's academic experience through the use of technology in support of the curriculum;
- Provide additional student access to technological resources and equipment that are needed in support of instruction and to maintain and enhance the technological competency of students as it related to their academic endeavors;
- Increase the integration of technology into the curriculum.

For the Proposal Fund, students, faculty and staff are solicited for proposals that meet the mission of the STF. The Associated Students appoint a Student Technology Fee Committee to review the proposals. The STF Committee is comprised of four students, two faculty, and the Vice Provost for Information and Telecommunication Services. The committee reviews each proposal, receives input from the Deans with their proposal ranking within their college, receives advice from the Faculty Senate's Academic Technology Committee and solicits comments from the campus population. The STF Committee then makes fee allocation recommendations to the WWU President and AS President who approve or modify their recommendations.

**In 2014-15 the following proposals were funded (\$137,487 total):**

#	Project Title	Funded Amount	Partial Funding Description
1	<a href="#">Loan Pool Projection Upgrade</a> Upgrades projection to HDMI & 16x9 format for modern video.	10,544	Funded four projectors rather than eight. Full funding on remaining items.
4	<a href="#">Strength Measurement</a> Provides Biodex System 4 for Kinesiology.	25,000	Timing contingent on space availability with Carver renovation.
6	<a href="#">Humanities Seminar Workstations</a> Computers & software	2,850	Contingent on specific software and users being identified. Furniture will not be funded.
7	<a href="#">Investigative Labs on Gene Functions</a> Provides gene modification equipment	18,013	Funding 'gene gun' only.
8	<a href="#">Surface Analysis Capabilities</a> Upgrades critical equipment	21,858	
9	<a href="#">Experimental Earth Surface Processes</a> Upgrades to wave tank and turbidite flume	21,157	Funded priorities One and Two less the Nikon camera and GigaPan.
11	<a href="#">Field Audio Recording</a> Improves access to high quality equipment	10,048	
13	<a href="#">Chromebooks for Education</a> Equipment for teacher preparation.	6,748	
14	<a href="#">Gigapan for Place Based Learning</a> Student proposed project for high resolution digital panoramas	1,900	Contingent on being placed in Loan Pool.
15	<a href="#">WWU MakerSpace</a> Student proposed project for equipment to create a collaborative, creative space, with 3-D printing and other devices not readily available.	19,369	Contingent on space being identified.

**Student Technology Fee Website:** <http://www.wvu.edu/stf>

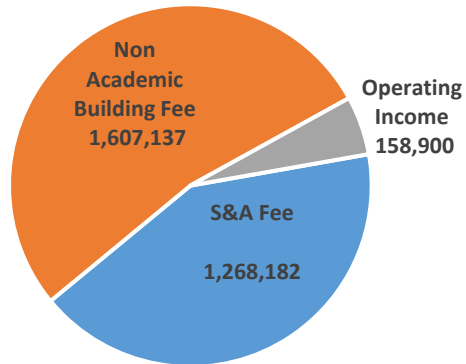
## **Attachment E 2014-15 Mandatory Student Fees**

### **Non-Academic Building Fee No increase to Fee**

#### **2014-15 Program Report and 2015-16 Projections**

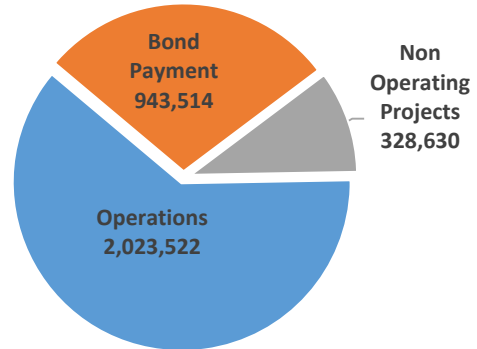
- The Non-Academic Building Fee is proposed to remain at \$39 per quarter, generating \$1.6 million.
- The fee is one of three revenue sources that support Viking Union Facilities. Other revenue sources include a funding allocation equal to Housing and Dining System's portion of the S&A Fee and operating income from service fees such as space rentals, event services fees, and Lakewood boat rentals and lessons.
- Revenues collected support the bond payment for the 2000 renovation of the Viking Union, operations and facility support for the Viking Union, the Lakewood Watersports Facility, and Viqueen Lodge on Sinclair Island.
- The Housing & Dining System's bond refunding in early 2015 reduced the annual bond payment for the Viking Union by \$110,630. These savings have been pledged toward a \$1.0 million commitment to fund a renovation of the Viking Union that will highlight the Ethnic Student Center within the building. In addition, reserve dollars will be used to augment the reprogramming, refreshing, and remodeling that will need to occur to accomplish this goal. Architects are currently being considered, so design plans and cost estimates have not yet been developed, though early estimates suggest a level of \$1.5 million or more.
- The Associated Students Facilities and Services Council voted unanimously to support a \$2.50 per quarter increase in the Non-Academic Building Fee to cover cost increases associated with increases from staff reorganization, salary adjustments and increases to operating expenses. However, following feedback from the Associated Students Board and their 0-6 vote against the increase, the Viking Union Administration has tabled the proposal. For FY 16, increased expenses will be covered through increased service fees and operating fund balance although Viking Union Facilities will have limited capacity to contribute to reserves for capital projects, ongoing facilities maintenance and upgrades, equipment amortization, etc.

### FY 16 Viking Union Facilities Income Projections



Total Revenue: \$3,034,219

### FY 16 Viking Union Facilities Expenditure Projections



Total Expenditures: \$3,295,666

### **FY16 Projected Reserve**

- Fund Balance: \$1,392,196
- Available Balance (minus 5% outstanding bond required by covenant): \$927,591

## **Attachment F 2015-16 Mandatory Student Fees**

### **Sustainable Action Fund Fee (Formerly Green Energy Fee) Reauthorization of Fee - No Increase**

### **2014-15 Program Report on Renewable Energy Credit Purchases and Sustainability Projects**

During the Spring of 2015, Western students voted 86.2% in favor of reauthorizing the Green Energy Fee (GEF) as the "Sustainable Action Fund" (SAF). The SAF funds on-campus sustainability projects, student leadership positions, and Renewable Energy Credits to offset 100% of WWU's electricity consumption.

- Fee revenues were approximately \$300,000 in Fiscal15. With the recent campus-wide student vote, the reauthorized fee range was changed from \$0.70-\$0.90 per credit to a range of \$0.70-\$1.40 per credit, capped at a maximum of \$7.00 per quarter as it has been for the past five years. There was no sunset clause stated. The AS Board then voted 6-0 to reauthorize the fee and set the fee at \$0.70 per academic credit not to exceed \$7.00 per quarter for 2015-16 (no increase from the current year.) The document also states the fee is effective Fall 2015 and expires the end of Summer Quarter 2018. Therefore, no per credit fee increase is being proposed from the 2014-15 level.
- In future years, should the AS Board elect to recommend increasing the cost per credit from the current \$0.70 per credit to the maximum of \$1.40 per credit (while maintaining the \$7.00/quarter cap), only students taking five or fewer credits would be affected. In this scenario, an additional \$1,300 per year would be generated.

#### **Renewable Energy Credit Purchases**

- The cost of Renewable Energy Credits was \$1.25 per credit for Fiscal15.
- Western purchases 40,000 credits annually (10,000 per quarter) equivalent to 40 megawatt hours of energy.

#### **Sustainability Projects**

An update on SAF projects follows. All projects are in one of three stages:

1. Projects that have been approved for funding by the SAF Committee. These may be "Small Projects" (<\$5,000) or "Large Projects" (>\$5,000) grants.
2. Projects that have been conceptually by the SAF committee to continue on to their Final Application. All of these projects are Large Projects.
3. Projects in research and development stages, either Small or Large.

#### **Update on Large Projects Funded in 2013-14**

In the 2013-2014 school year, the Green Energy Fee Grant Program awarded funding for four large projects, all in implementation phase during 2014-15.

- **Performance Hall Overhaul:** A proposal to replace the lighting in the Performing Arts Center Concert Hall with energy efficient LED technology. A construction schedule has been set, with anticipated project completion in January 2016. Funding approved: \$293,033.



- **Driving Down Energy Consumption with Dashboards - Information is POWER!:** Electronic dashboards to make the electricity and utility use of campus more accessible to the campus community. Facilities Management staff is working to integrate their existing building monitors with this new system. A student web design team recently completed a website where the digital dashboards can be viewed (<http://sw.cs.wvu.edu/~simsl/>). Funding approved: \$184,735.
- **Viking Cycle Fixit Stations:** A proposal to install three Dero Bicycle fixit stations around campus. One will be outside the Rec Center, one on the North side of Arntzen Hall, and one on the West side of Haggard Hall. The stations provide tools for bicyclists to perform basic repairs and maintenance. The stations are expected to be ordered and installed over Summer 2015. Funding approved: \$14,570.

### **Small Projects Funded in 2014-15**

In the 2014-2015 academic year, the Green Energy Fee Grant Program funded the following three Small Projects:

- **Campus to Compost:** This project built two large composting bins near Facilities Management to receive all the compostable organic debris accumulated from campus. Once the compost is ready, it will be applied to the landscaping on campus. The landscaping locations will have posted signs stating that the compost was from this project. This will greatly reduce the amount of organic matter that is currently hauled out of the county for processing. It will also reduce the amount of compost WWU purchases each year. Project members expect to retain 100 cubic yards of compostable material per year. Funding approved: \$4,934.
- **Aquaponics Aquarium:** Aquaponics is a hydroponic method of growing vegetables using fish, where the fish waste fertilizes the plants. This project is an outgrowth of the Hydroponics project approved in 2013-14. The team will install an aquaponics aquarium in the Environmental Studies building, and hold make-your-own mini-aquaponics workshops for students. Funding approved: \$1,169.
- **Bringing Knowledge to Plastics:** This project held a film showing of *Plastic Paradise*, a film about plastic pollution in the oceans. They flew in the director, Angela Sun, to present the film and lead a live Q+A after the film. Zero Waste Western staff also attended to educate students on proper waste sorting techniques. Funding approved: \$1,151.

### **Conceptually-Approved Large Projects in 2014-15**

In the 2014-2015 academic year, the Green Energy Fee Grant Program approved the conceptual proposal for the following two large projects. The final proposals and requests for funding for these projects are expected to go before the Green Energy Fee Committee during the final weeks of the school year and in Fall 2015.

- **Lyn Oske - Campus Electric Utility Vehicle:** A proposal for students to design and build an in-house electric vehicle for use by Facilities Management, in collaboration with the Vehicle Research Institute. Estimated cost: \$40,000.
- **Electric Bike Demonstration Project:** A proposal to explore and demonstrate the efficacy of electric bicycles in advancing university goals associated with reduced environmental impact, reduced parking demand, reduced costs, student & employee health & wellness, and commute-trip reduction. Estimated cost: \$27,200.

## Projects in Research & Development Stages in 2014-15

Two small grant and four large grant proposals are in various stages of completion, and are expected to have their applications reviewed and possibly approved during the final weeks of the school year and in Fall 2015.

- **Project RENT:** A small grant proposal to create a student-led program that teaches WWU students living off campus how to conserve energy at home in order to save money on their utility bills and reduce their impact on the environment. Estimated cost: \$4,850
- **FlowSource:** A small grant proposal to develop bench-scale prototypes for a proposed off-grid Sustainable Outdoor Water Refill Station utilizing rain catchment, air well, and biochar filtration technology. Estimated cost: \$3,420
- **Outback Bike Shelter:** A large grant proposal for students to design and build a secure bike shelter in the Outback Farm for use by student farm workers and community members. This project was requested by Outback Farm staff to combat current problems of theft and vandalism of bikes. Estimated cost: \$50,000.
- **REcycling Your Power:** A large grant proposal to install four energy-generating exercise bicycles in the Student Recreation Center. The team organized a demo system from a local dealer and held an awareness-building event and month-long trial to introduce students to the bikes and generate interest in the technology. Estimated cost: \$22,520
- **EarthTub Composter:** A large grant proposal to install a large-scale composting unit on campus to compost food and yard waste. The team is currently working with Facilities Management staff to solve siting and maintenance questions. Estimated cost: \$10,370
- The **Western SORTS: Structural Outdoor Refuse Transformation System** large grant is finishing their Final Application, and is expected to present to the Green Energy Fee Committee before the end of the school year. This project proposes to install four Big Belly waste-sorting stations in Red Square with paper recycling, can/glass recycling, compost, and landfill receptacles integrated into each station. Estimated cost: \$46,412.

The Green Energy Fee Grant Program has participation from students, staff, and faculty from across the university. Applications during Fiscal 2015 came from students, faculty and staff from the following departments, colleges, and clubs: Grounds Maintenance, Institute of Environmental Toxicology, College of Business and Economics, Institute for Energy Studies, Environmental Science, Office of Survey Research, The WWU Foundation, Vehicle Research Institute, Environmental Studies, Huxley College of the Environment, Facilities Management, the Sustainable Transportation Office, the Hydroponics Club, and the Net Impact Club.

The GEF Grant Program remains a highly collaborative effort. Projects are chosen by the student/staff/faculty GEF Committee, financially managed by the Associated Students, informed by Facilities Management, Facilities Development and Capital Budget, and other departmental stakeholders, and is programmatically managed by the Office of Sustainability.

**Green Energy Fee Grant Program Website:** <http://www.wvu.edu/sustain/programs/gef>

# Attachment G 2015-16 Mandatory Student Fees

## Student Recreation Fee

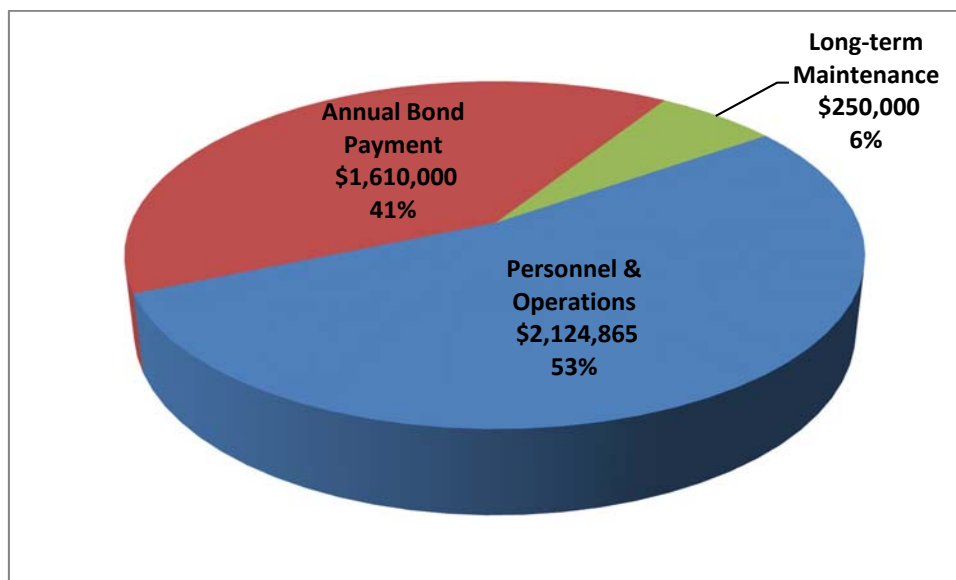
No Increase to Fee

### 2014-15 Program Report

The Wade King Student Recreation Center (the Recreation Center) is a self-supporting, auxiliary enterprise of the University. The Recreation Center is an open recreation fitness and wellness facility for the benefit of eligible students and associated members of WWU. The facility includes a lap/leisure pool and a whirlpool, a three-court gym with elevated running track, a multi-activity court, a rock climbing wall, weight and cardio areas, two group exercise/aerobic rooms, locker rooms, an injury rehabilitation room, a retail food service and lounge area, a conference room, and administrative offices for the Department of Campus Recreation. The Recreation Center is supported by a \$99 per quarter service and activity fee assessed to students taking six or more credits. In addition, memberships are available for purchase by students taking less than six credits, faculty/staff, alumni, and others closely associated with WWU. The Recreation Center was one of the nation's first recreation centers designed to meet Leadership in Energy and Environmental Design (LEED).

#### **Wade King Student Recreation Center FY15:**

- The Student Recreation Fee generated nearly \$4.13 million in 2014-15, with \$3.98 million supporting the Recreation Center (net of the RCW required 3.5% student financial aid/loan fund contribution.)
- The student fee funds annual bond payments, operations and long-term maintenance of the Wade King Student Recreation Center. Note: Additional revenues (e.g. voluntary memberships, rentals, course fees) of approximately \$500,000 assist in funding operations (not shown below).



**FY16 Fee:** There is no fee increase proposed for FY16.

## **Attachment H 2015-16 Mandatory Student Fees**

### **Student Alternative Transportation Fee No increase to Fee**

#### **2014-2015 Program Report**

- A 5% increase to the Alternative Transportation Fee was implemented Fall 2013. No changes are proposed for the 2015-2016 academic year. The quarterly fee for the academic year is \$26.25, and the summer fee is \$21.00.
- The student bus pass was made optional for two new groups of WWU students who were not formerly eligible for a bus pass:
  - Students employed on campus during the summer, who are not taking classes:  
These students asked to remain eligible for the bus pass as an economical and sustainable travel option to campus.
  - All graduate students who are within their 5-yr academic window, regardless of their actual class registration:  
Many graduate students working on campus as Teaching Assistants, or continuing work on their thesis, become ineligible for the bus pass because they are not registered for classes. However, they remain WWU students who travel to campus for work, research or interaction with their professors.
- The program continues to encode over 13,000 bus passes annually for the student body, a participation rate of 87%.
- The Student Shuttle continues to provide service from 11PM to 3AM Monday through Saturday, and 9PM to 3AM on Sunday, during the academic year. There is no shuttle service during summer session.
  - Route A shuttle service was successfully expanded to include the Happy Valley neighborhood.
  - Program reserve funds of \$50,000 - \$100,000 are earmarked for FY16 to purchase as many as 3 vehicles (two transit vehicles, and one 22 passenger shuttle) to replace the aging 1993 vehicles.
- Annual revenue and expense for Fiscal Year 2015 both approximate \$1,100,000. Payments to the Whatcom Transportation Authority (WTA), which make up the program's largest expense, have remained lower than projected over the last few years. Projections had been based on a 1.39% enrollment growth assumption with a stipulation in the WTA contract that payments be recalculated if the growth does not occur. The Fiscal Year 2015 payment was reduced \$134,090 from the projected payment amount, and a similar reduced payment is expected for Fiscal 2016 based on static enrollment figures.
- The shuttle service contract goes to bid this summer (2015), and the WTA contract will be renegotiated in 2017.

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

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

**FROM:** President Bruce Shepard by Provost Brent Carbajal

**DATE:** June 12, 2015

**SUBJECT: ENGINEERING & COMPUTER SCIENCE UPDATE ONE YEAR LATER**  
Brent Carbajal, Provost and Vice President for Academic Affairs  
Catherine Clark, Dean, College of Science and Engineering  
Perry Fizzano, Chair, Department of Computer Science  
Jeff Newcomer, Chair, Department of Engineering and Design

**PURPOSE: Presentation**

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**Purpose of Submittal:**

Catherine Clark, Dean of the College of Science and Engineering, Perry Fizzano, Chair of the Department of Computer Science, and Jeff Newcomer, Chair of the Department of Engineering and Design, look forward to sharing information with the Board of Trustees about changes in the two departments over the last year due to funding from recent legislative decision packages, providing for increased access to the computer science major and for the transition from engineering technology to engineering and the associated pursuit of ABET accreditation.



## Board of Trustees' Meeting:

# Computer Science and Engineering Program Updates

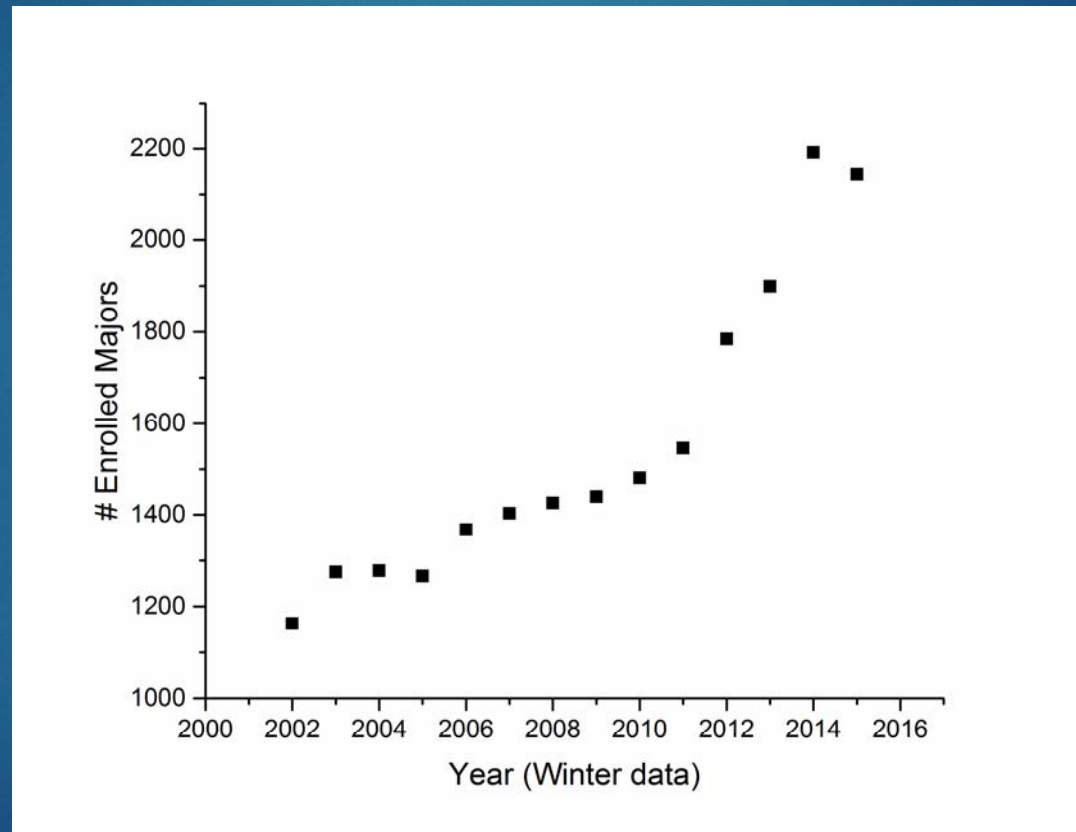
CATHERINE CLARK, DEAN, COLLEGE OF SCIENCE AND ENGINEERING

PERRY FIZZANO, CHAIR, DEPARTMENT OF COMPUTER SCIENCE

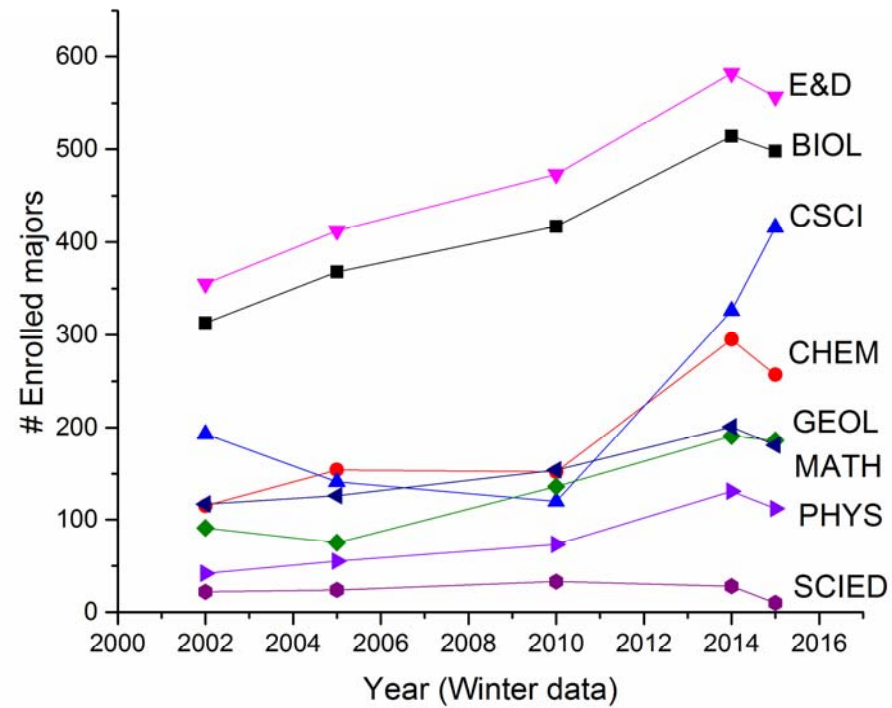
JEFF NEWCOMER, CHAIR, DEPARTMENT OF ENGINEERING AND DESIGN

JUNE 2015

# Enrollment Increases: # STEM majors



# Majors by department





# Decision Package Funding

- ▶ Department of Computer Science
  - ▶ Increase access to major
  - ▶ Already ABET accredited (Accreditation Board for Engineering and Technology)
- ▶ Department of Engineering & Design
  - ▶ Transition from Engineering Technology to Engineering
  - ▶ Pursuing ABET accreditation for new programs

# Hiring



- ▶ Department of Computer Science:
  - ▶ 5 faculty and 2 staff members
- ▶ Department of Engineering and Design:
  - ▶ 7 faculty and 4 staff members
- ▶ Faculty teacher-scholars: Cornell, U. of Michigan, U. Of Washington, Simon Fraser, U. of Milan, U. of Illinois etc.
- ▶ Staff: instructional and classroom tech support, program coordinators

# Engineering:

- ▶ Three new programs:
  - ▶ Electrical Engineering (EE)
    - ▶ Electronics Concentration – 24 grads/yr
    - ▶ Energy Concentration (new) – 6 grads/yr
  - ▶ Manufacturing Engineering (MFGE) – 24 grads/yr
  - ▶ Plastics and Composites Engineering (PCE) – 24 grads/yr
- ▶ Curricular changes:
  - ▶ Additional Math & Science courses (45-48 credits required by ABET)
  - ▶ New and revised junior and senior level courses
  - ▶ Three quarter senior project sequence



# Engineering ABET Accreditation Timeline:

- ▶ Must graduate students before being reviewed
- ▶ Fall 2014 - Summer 2015
  - ▶ completing assessment materials and plans, and preparing request for review
  - ▶ program directors and chair attended 2014 ABET Symposium
  - ▶ mock review of EE Program by Dr. Bob Olsen (EE-WSU), retired ABET Program Evaluator (PEv)
- ▶ Fall 2015 – submit readiness report for review
- ▶ Spring 2016 – first program graduates
- ▶ Summer 2016 – submit self-study
- ▶ Fall 2016 – site visit
- ▶ Late Summer 2017 – ABET decision on accreditation

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

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

**FROM:** President Bruce Shepard by Stephanie Bowers, Vice President for University Advancement and Executive Director of the WWU Foundation

**DATE:** June 12, 2015

**SUBJECT:** **Campaign Update**

**PURPOSE:** Discussion Item

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**Purpose of Submittal:**

Stephanie Bowers, Vice President for University Advancement and Executive Director of the WWU Foundation, will provide an update to the board on the Western Washington University campaign.

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

**TO:** Members of the Board of Trustees  
**FROM:** Sue Sharpe, Chair, Board Committee on Trustees  
**DATE:** June 12, 2015  
**SUBJECT:** **Governance Committee Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

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

**TO:** Members of the Board of Trustees  
**FROM:** Dick Thompson, Chair, Board Audit Committee  
**DATE:** June 12, 2015  
**SUBJECT:** **Board Audit Committee Report**  
**PURPOSE:** Information Item

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**Purpose of Submittal:**

Chair Thompson 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:** President Bruce Shepard by Provost Brent Carbajal

**DATE:** June 12, 2015

**SUBJECT:** **Academic Report: Tenure Track Faculty Hiring Update**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

This is an opportunity to provide members of the Board of Trustees with an update on the status of the tenure-track faculty searches undertaken during the 2014-15 academic year.

The following spreadsheets show the status of the TT faculty searches per college and other interesting information about Western's new faculty members.



# SUMMARY OF TENURE TRACK HIRING FOR AY2016

BOARD OF TRUSTEES

## I. Search Count

5/26/2015

College	Pending Offers	Offers Accepted	Offers Declined	Grand Total
College of Business and Economics	1	4		5
College of Fine and Performing Arts	1	4		5
College of Humanities and Social Sciences		6		6
College of Science and Engineering		8	3	11
Fairhaven College of Interdisciplinary Studies		2		2
Huxley College of the Environment		2		2
Western Libraries				0
Woodring College of Education		2	1	3
<b>Grand Total</b>	<b>2</b>	<b>28</b>	<b>4</b>	<b>34</b>

\*Prepared by the Academic Budget Office

## II. Salary and Benefits

5/26/2015

Average Salary	\$	68,561
Average Benefits	\$	18,961
Average Salary with Benefits	\$	<b>87,522</b>

Total Salary	\$	2,193,950
Total Benefits	\$	606,737
Total Salary with Benefits	\$	<b>2,800,687</b>

\*Prepared by the Academic Budget Office

## III. Terminal Degree Completions

5/26/2015

Category	Count	%
Terminal Degree Completions	21	70%
Expected Terminal Degree Completions	9	30%
<b>Grand Total</b>	<b>30</b>	<b>100%</b>

\*Prepared by the Academic Budget Office

## IV. Terminal Degree Completion Dates

5/26/2015

Graduation Date	Count	%
2015	9	30%
2014	2	7%
2013	2	7%
2012	1	3%
2011	1	3%
2010	3	10%
2009	2	7%
2008	4	13%
2007	3	10%
2005	1	3%
2003	1	3%
2000	1	3%
<b>Grand Total</b>	<b>30</b>	<b>100%</b>

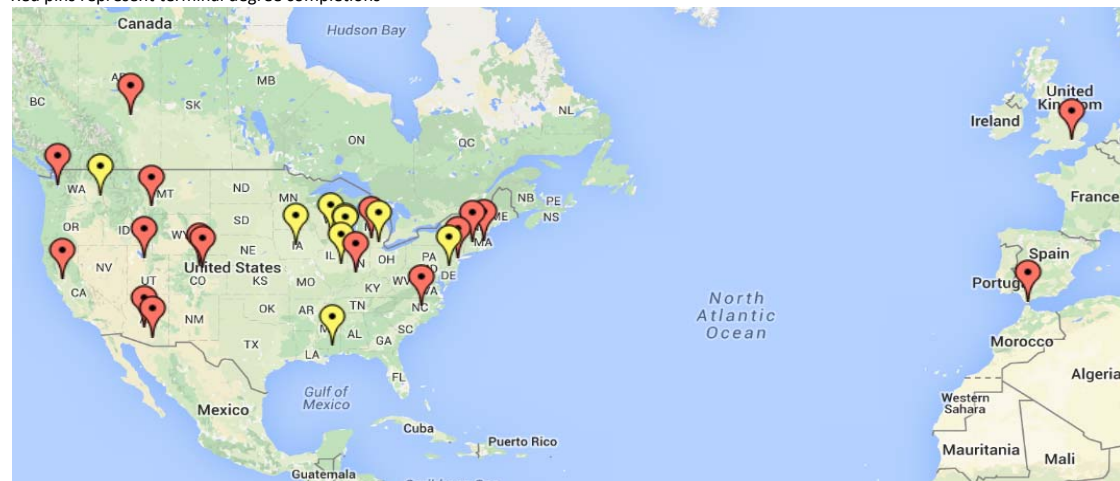
\*Prepared by the Academic Budget Office

## V. Geographical Distribution of Terminal Degrees

5/26/2015

Yellow pins represent expected terminal degree completions

Red pins represent terminal degree completions



\*Prepared by the Academic Budget Office

# WESTERN WASHINGTON UNIVERSITY

## ITEM SUBMITTED TO THE BOARD OF TRUSTEES

**TO:** Eileen Coughlin, Senior VP, for Members of the Board of Trustees

**FROM:** President Bruce Shepard on behalf of Sr. Vice President Eileen Coughlin

**DATE:** June 12, 2015

**SUBJECT:** **Enrollment and Admissions Summary**

**PURPOSE:** Information Items

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### **June 2015 Enrollment and Admissions Report**

Prepared by Clara Capron,  
Assistant Vice President for Enrollment and Student Services

#### **Fall 2015 Admissions Numbers**

Admissions is targeting an incoming state-supported freshman class of approximately 2,740 and incoming transfers of approximately 990. As of the date of this submission, freshman nonresident confirmations have increased 93 compared to last year's freshman class resident confirmations are projected to be slightly below last year. Diverse student confirmation are projected to be up based on current data. The combination of continuing students, and new freshman and transfers is projected to keep overall enrollment at the same level as 2014-15 for undergraduates.

#### **Expanded Community College Global Partnerships**

Admissions has expanded global partnerships to guarantee admissions to international transfer students who meet our admission requirements from partner schools to include Clark College and Cascadia College. These partnerships are important marketing tools for community colleges to promote 2+2 pathways for international students and important recruitment tools for us.

#### **Back 2 Bellingham and Spring into Western**

Back2Bellingham, held May 15-17, celebrated its highest attendance ever with preregistration totaling 1,590 participants. New Student Services/Family Outreach, in collaboration with the Alumni Association, provided over 100 offerings to students, family members, and alumni. As a part of the Back2Bellingham weekend, Admissions held Spring into Western to introduce prospective students and their families to our campus on May 16. Like Back2Bellingham, Spring into Western also experienced a record turnout with 757 high school juniors, sophomores, freshmen and their family members visiting our campus. For many attendees, this was their first Western experience. They were treated to campus tours, admissions panel presentations, information about financial aid and a residence hall open house.

#### **Director of New Student Services/Family Outreach Anna Carey Retiring**

We are bidding Anna Carey a fond farewell and bon voyage as she retires from Western after 25 years of service on September 2, 2015 to serve as Assistant Executive Dean for the Fall 2015 voyage of

Semester at Sea. Anna remarked that it has been a pleasure to have collaborated with numerous offices and individuals in the development of programs and services over the years and to have had the opportunity to work with so many wonderful students, faculty and colleagues. New Student Services/Family Outreach structure and functions are being examined through a collaborative, inclusive process to determine next steps.

### **New Student Services/Family Outreach Phonathon**

The New Student Services/Family Outreach annual phonathon to new Fall 2015 transfer and freshmen students will have occurred on May 26, 27 & 28. The Orientation Student Advisor staff will complete the outreach calls to help students and family members prepare for summer and fall orientation, academic advising and class registration programs. Outreach to out-of-state students will occur first, as many of these students have not visited campus before or have unique logistics to navigate due to their location. Phone calls to resident students will follow. On average, 1,000 students are contacted during these three-day efforts.

### **Comevo Software Implementation**

Comevo, a hosted software service, will assist in providing online orientation modules to support the success of incoming students. Orientation modules for Summer & Fall Quarters of 2015 are being developed by Academic Advising, disAbility Resources for Students, New Student Services Family Outreach, and Student Outreach Services. These easy-to-use, online modules will meet students "where they are at" - online and looking at the web - and will provide helpful analytics to aid in further development of the modules. The incoming students for Fall 2015 will be the first group of students to use this new orientation tool.

### **Pilot Multicultural Achievement Program Scholarship Recipient Brunch**

On April 18, Admissions hosted a pilot Multicultural Achievement Program (MAP) Scholarship Recipient Brunch in the Viking Union with 67 guests in attendance. The purpose of the event was twofold: (1) to celebrate the outstanding accomplishments of the academically talented, diverse group of students selected by Admissions to receive MAP scholarships for the 2015-16 academic year and (2) to increase yield for this select group of students admitted to Western.

Each recipient demonstrated exemplary leadership skills and a fervent passion for increasing multicultural inclusion and understanding in their home communities. In addition, it was evident that each recipient has the passion and skills to contribute to diversity and inclusion efforts on Western's campus. The event was extraordinarily well received: the total number of attendees reached full capacity and Admissions received many positive comments from guests after the event. We were pleased to note a 100% confirmation rate of the admitted students in attendance. Refinements will be made next year to increase the number and proportion of students who attend as well as assess the impact that this particular event makes on yield of admitted students.

# UNIVERSITY ADVANCEMENT REPORT

JUNE 2015



The past two months have seen a great deal of activity, from preparing and sending out our annual individual endowment reports to 363 donors, to paving the way for our myriad springtime activities. Inside, you can read all about our wonderful Back2Bellingham weekend – a multi-day, multi-event happening whose success grows by leaps and bounds every year. And our engagement with our students hit a particular high note: the number of applications to our prestigious, donor-focused Student Ambassador Program is up by 85% from last year.

As we look forward to our flurry of summer events, thank you for all that you do for WWU.

## CAMPAIGN RESULTS THROUGH APRIL 30, 2015



## ADVANCEMENT FAST FACTS

MARCH 1 – APRIL 30, 2015

Over the past two months, we secured **two major gifts totaling \$133,308**. We also received **four major pledges totaling \$425,000**.

Our current **Alumni Association membership** stands at **2,727**, with Life memberships increasing by 3% year over year.

Gifts through the Annual Fund since the beginning of March totaled **\$338,056**.

In March and April, Phonathon students made **68,480** phone calls, securing **499** pledges totaling **\$32,340**.

**Ten** Alumni Association events – from AZ to MN to WA – brought together **616** WWU alums, community members and supporters.

Our major gift officers engaged in **608** interactions with donors and potential donors via in-person visits, phone conversations and email correspondence.

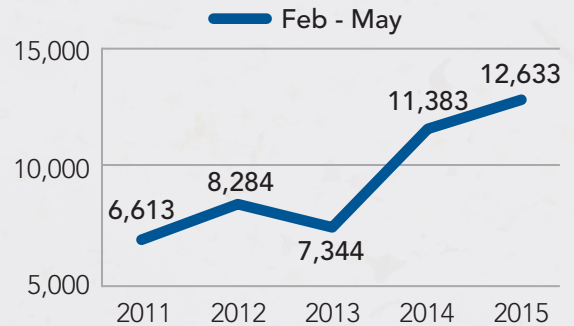
There are currently **791** Western supporters putting Viking Pride on their Ride via our WWU license-plate program.

# GROWING AWARENESS

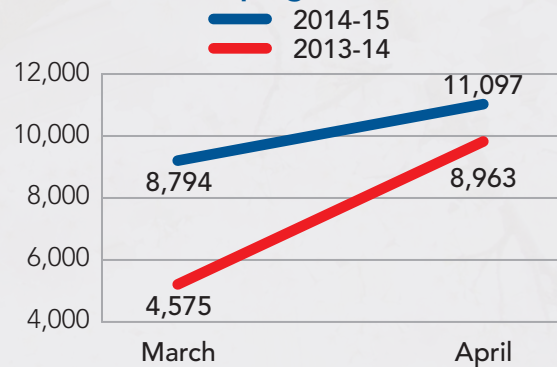
Each spring our office turns its focus to Back2Bellingham to gather our many constituents together and engage them with Western – and each other – over one fun-packed weekend. Before it even kicked off, Western’s 6th annual hallmark event was a raging success: we had record numbers of preregistrations, including a 55% increase from last year in alumni, and 57% in parents and students.

Response to email, advertising and awareness campaigns also grew this year: we welcomed 12,633 visitors to the Back2Bellingham website – 1,250 more than last year – while maintaining a steady increase in traffic to our regular alumni site. Back2Bellingham is growing in name recognition and popularity with every year, and we certainly benefited from consistent audience awareness throughout this past year thanks to the Western Stands for Washington Campaign.

## Back2Bellingham.com Visits

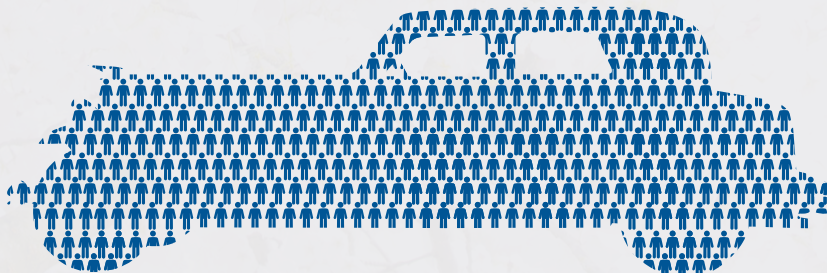
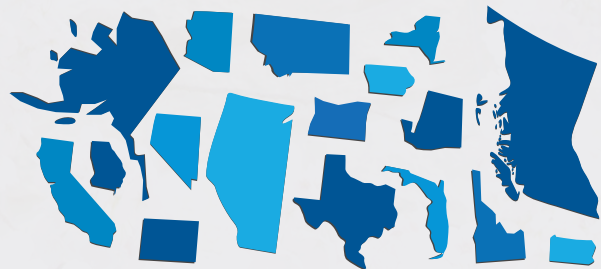


## Alumni & Campaign Website Visits



## ENGAGEMENT METRICS

This year's **Back2Bellingham** turnout showcased our biggest geographical spread ever, with alums arriving from **15 STATES** and **2 CANADIAN PROVINCES**.



Music! Food! Awesome wheels! The **15th Annual Ridin' Low** in the **3-6-0 Lowrider Show** in WWU's Red Square drew a crowd of more than **1,000!**

# ENGAGEMENT

## EVENTS FROM MARCH – MAY, 2015

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**THE GANG'S ALL HERE:** Back2Bellingham celebrates its 6th year! Activities included a tour of WWU's Vehicle Research Institute and a BBQ on Old Main Lawn. See p. 4 for more.

Our March 21-22 "Western in the Desert" events saw our Western community gather in the Phoenix, AZ area for entertainment, education and networking as the WWU Alumni Association hosted five events over two days for 27 guests, including a bird watching tour, a Seattle Mariners Spring Training game and a desert mountain jeep tour. A lively mix of first-time alumni event-goers and regular attendees ensured a rich re-connection experience for all.

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While some Vikings were soaking up the sun in Arizona, others were keeping cool at a hockey game in Everett. WWU Night @ Everett Silvertips is always a fun family event in which we reserve a section of prime group tickets close to the ice, courtesy of an alum who works in the Silvertips organization.

This year, 68 guests watched the Silvertips take on the Victoria Royals at the final game of the season, which ended in an exciting shootout. One clear benefit of providing these activities in the Everett area: we are attracting more attendees from Western's Everett location, including staff and students.

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The third event the WWU Alumni Association office hosted that same weekend, was Ignite Your Intellect: Promising Advances in Mind and Brain Health. Dr. Richard Veith ('69), former chair of the UW Medicine's Department of Psychiatry and Behavioral Sciences, talked about working with mental health professionals all over the world – specifically in Vietnam and Cambodia – and the rising importance of mental illness as a major contributor to the global burden of disease.

His colleague and WWU parent, Dr. Thomas Montine, Alvord Professor and chair of the UW Medicine's Department of Pathology, provided information on the latest research and advances in understanding and treating dementia. There were more than 40 guests in the audience, including a couple who had no ties to Western but were intrigued by the advertisement for the discussion placed in the *Seattle Times*.

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On April 9th, 23 WWU alumni and friends across the Twin Cities region gathered for a social hour at Mona Restaurant and Bar in Minneapolis, MN.

This casual meetup was a terrific opportunity for us to discover how many alums are interested in participating in Western-sponsored activities in

that particular area. Such events help determine how – and how often – we will reach out to our Western community in the Twin Cities in the future.

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On April 24, Woodring College of Education Equity and Diversity Committee (EDC) – along with featured speaker and Woodring associate dean Dr. Karen Dade – hosted a group of students, faculty and donors at their second annual benefit in support of underrepresented students. Funds raised by this event – which included student tours, live entertainment and global cuisine – will assist Western students with educational expenses as well as help establish an endowed EDC scholarship.

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On April 26, the Alumni Association sponsored a brand new family-focused event: Robin Hood at the Seattle Children's Theatre. Eighteen participants, including two families who drove from Bellingham, joined us for the show. Two alumni who RSVP'd couldn't make it, but their families decided to join our Western community anyway!

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On May 12, the College of Science and Engineering (CSE) celebrated the inaugural award for the Arlan Norman Fund for Excellence in Student Mentoring. The award recognizes a CSE faculty member for excellence in mentoring student research as well as honoring Norman, Western's first dean of the College of Science and Technology.

Forty-one donors to the Fund – including Norman – joined current CSE dean Catherine Clark in the Old Main Solarium for a festive dinner to toast the first faculty and student recipients, David Patrick and Ryan Sumner.

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# ENGAGEMENT CONTINUED...

May's middle weekend belonged to Back2Bellingham: This annual event has become a major celebration of all things Western – and Bellingham.

The weekend kicked off with the WWU Distinguished Alumni & Recognition Awards Celebration on Thursday, May 14. At a dinner of 140 guests, the Association honored 12 alumni; each individual was selected for the Alumni Association's pinnacle award, showcasing their professional and personal accomplishments that serve to inspire WWU students and fellow alums.

Honorees included a community member who helped make the Institute for Energy Studies possible; two devoted friends to the University, David Hamiter, '92, and Robert E. Olson, who utilize their professions to support the community and Western; and a family of 11 members who each carry the Western legacy, spanning all seven colleges and class years from 1952 to 1997. Together, they encompass leaders in computer technology and security, business, global health, education, fine art, community building, the environment and human services. During dinner, they announced their establishment of an endowment that will support student scholarships in multiple academic areas.

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This year, we included our Golden Vikings Reunion with our Back2Bellingham festivities. At a dinner on May 15, we celebrated with 38 Golden Vikings – all of whom graduated 50 or more years ago – with guests representing graduating classes of '51 through '65 and hailing from multiple areas of the state of Washington.

At a brunch the following morning, we welcomed 10 new inductees from the classes of '64 and '65. One alumna from the class of 1951 purchased a joint Lifetime Alumni Association membership for herself and her husband, stating that, even at 85 years old, she's optimistic that the membership is "worth it."



**COME DINE WITH ME:** Back2Bellingham celebrations included a well-attended, celebratory and story-themed reunion dinner for Western's Huxley College of the Environment.

Back 2 Bellingham featured two major college reunions: Fairhaven and Huxley celebrated their 45th anniversaries. Fairhaven activities centered around the College Courtyard, kicking off with a well-attended breakfast for its founding classes on May 16, and winding down with a festive dinner later that evening. In between, the college offered three seminar classes, an impressive showcase of student projects, an edible plant tour and an outdoor concert. The warmth of smiles, hugs and chatter at breakfast more than staved off the early morning's chilly air as former classmates – some of whom remain close friends – reconnected and reminisced, full of fond and appreciative memories: "Fairhaven," said Robin Corley '73, "was where I learned to find my voice."

At the reunion dinner, in front of 150 alumni, Fairhaven honored its recently retired and/or retiring faculty by asking former students to 'give them away' just as the college's faculty members have done for students at Fairhaven's graduation since the 1970s.

Meanwhile, over at the Wade King Center, 160 faculty, students and alums celebrated Huxley's 45th anniversary with a "What's Your Huxley Story?" themed dinner. Throughout the meal, seven speakers shared why they attended Huxley, what they discovered there and how those experiences shaped them. During the day, Huxley also showcased its extensive qualities, offering four Classes Without Quizzes as well as "Spotlight on Huxley," a retrospective-and-future look at the college that drew a packed audience of alums, parents and current and prospective students.

A group of 80 Vehicle Research Institute alums – from the classes of '71 through '12 – family, staff, faculty and current students attended the VRI's 40th reunion dinner that featured a special recognition of Dr. Michael Seal, the program's founder. A round of pledges made during the event – kicked off with a \$10,000 opener – will help establish a VRI-focused endowment.



**SHAPING THE FUTURE:** Students at work at WWU's innovative VRI.

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The B2B Weekend saw a record number 2,403 registrants and an 18% increase from last year. That doesn't include those who participated in events such as the Relay for Life, the 15th Annual Ridin' Low in the 3-6-0 Lowrider Show, the Ryan Stiles headliner "Whose Live Anyway?" and the inaugural Alumni vs. Bellingham Slam basketball game.

All of the partnering WWU offices saw an increase in participation including Admissions, New Student Services/ Family Outreach and the Alumni Association.

The next Back2Bellingham is May 13-15, 2016; we've already asked our audiences to "Save the Date!"

# UPCOMING EVENTS

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**JUNE 10 & 11** – Senior Celebration on Campus

**JUNE 12** – Outstanding Graduate 40th Anniversary Celebration and Outstanding Graduate Awards Ceremony on Campus

**JUNE 13** – Spring Graduation on Campus

**JUNE 19** – Ribbon-Cutting Ceremony for WWU Downtown Bellingham office

**JUNE 28** – Whale Watching Trip departing from Anacortes

**JUNE 30** – Bellingham Bells game in Bellingham

**JULY 15** – Alumni Association networking event in D.C.

**JULY 18** – Alumni Association Wine Tour in Woodinville

**AUGUST 2** – WWU Day @ Spokane Indians

**AUGUST 5** – President's Society Summer BBQ dinner, on board the Skansonia in Seattle

**AUGUST 11 OR 12** – President's Society Summer BBQ dinner, Bellingham, location TBD

**AUGUST 21** – Senior Celebration on campus

**AUGUST 22** – Graduation on campus

**AUGUST 23** – "To Kill A Mockingbird": play and dinner in Olympia

**AUGUST 30** – WWU Day @ Tacoma Rainiers

**SEPTEMBER 9** – 8th Annual Get Your Blue On BBQ on campus

**SEPTEMBER 12** – Trip to Nike in Portland



# WHY WE DO WHAT WE DO...



DESK SET: SMATE's Slesnick STEM Education Resource Center is attached to state-of-the-art classrooms that promote student-centered learning.

April 24 marked the second Irwin L. Slesnick STEM [Science, Technology, Engineering, Mathematics] Education Symposium hosted by Western's Science, Mathematics and Technology Education (SMATE) Program.

Nearly 100 attendees mingled informally with the featured presenters, participated in a workshop, *Growing Your Students' Mindsets*, and gained insight into student perspectives on traditional vs. student-centered learning. A reception rounded out the day after three incisive and informative talks: "Eliminating the Achievement Gap" by Hannah Jordt, a biology doctoral student at the University of Washington; "The End of Lecture?" By Mary Pat Wenderoth, a UW principal lecturer in the biology department; and "Why do Some Students Excel in STEM While Other Students Struggle? How Your Mindset Can Affect Your Success," with Carnegie Foundation for the Advancement of Teaching's director of productive persistence Rachel Beattie. Everything but the workshop – which had limited space available – was open

to the public, welcoming educators and other interested parties from the wider community.

This new annual event, quickly gaining in popularity and prestige, stems from a long and loyal relationship between Western and Slesnick, a professor of biology at Western for 33 years, who helped found its original science education center and then transformed it into today's SMATE center and program. Slesnick, who died in 2012, was known and respected for his commitment, creativity and enthusiasm around teaching and teaching techniques. "His whole vision for science teacher preparation was that we should be bringing together science content specialists with education specialists for the benefit of all of our students who are learning to become teachers," says professor Edward Geary, the current director of WWU's SMATE program. "Our SMATE's Slesnick STEM center and the symposium are designed to support that vision of the integration of science content knowledge and pedagogical content knowledge for the

benefit for our faculty and students – for the future teachers who will teach in elementary and secondary classrooms."

What makes a cutting-edge program like this possible? In 2013, Slesnick's widow, Carole Slesnick, with a gift of \$100,000, established the Irwin L. Slesnick STEM Education Resource Endowment which supports SMATE student/teacher professional development by funding a range of opportunities, from research stipends to the symposium.

"This funding allows us to bring renowned speakers to campus," explains Geary. "It supports our faculty, improving their teaching and learning, and provides critical insights for our students and for science educators in our community. With this symposium, we highlight the work of our faculty as well as that of our innovative colleagues from other institutions."

It's the type of event that, by espousing and reflecting Slesnick's vision and dedication, will continue to positively impact Western – and its reputation as a respected university.



**CAPITAL PROGRAM REPORT  
BOARD OF TRUSTEES  
JUNE 12, 2015**

**MAJOR / INTERMEDIATE CAPITAL PROJECTS**

• **Nash Hall Renovation**

CDK Construction Services, Inc. has been submitting material samples for design team and University approval for Phase 2, which is scheduled to start on June 15, 2015. Construction will address the renovations of the fourth through the seventh floors. Work will include selective demolition, hazardous material abatement, installation of new fire suppression systems, seismic upgrades, and new construction in student areas and dorm rooms. Substantial completion is scheduled for occupancy Fall Quarter 2015.

• **Classroom and Lab Upgrades – Phase 2**

There are two remaining components to this work:

1. PW679 Classroom and Lab Upgrades – Phase 2: Regency NW started construction on March 23, 2015. The PW679 project includes upgrades to rooms in the Performing Arts Center, Bond Hall, Fine Arts, Fairhaven Academic, and Ross Engineering Technology. Scope of work includes media equipment, interior finishes and furnishings, electrical, mechanical and plumbing, and fire alarm and suppression. Work is scheduled to be completed and operational by Summer Quarter 2015, except work in Fairhaven Academic which will be complete in July.
2. The final component, PW681 Haggard Hall Media Commons and Parks Hall Finance and Learning Lab: Regency NW, started construction in Parks Hall on March 23, 2015. The PW681 project will renovate Haggard Hall rooms 245 and 246 to create a multi-disciplinary digital media center to be used for teaching and student work. The project also includes work in Parks Hall to develop a mediated finance and learning lab (mock trading floor). Construction is scheduled to be completed in Parks Hall by the start of Summer Quarter in June. Construction will start in Haggard Hall June 2015 and be completed by the start of Fall Quarter in September.

• **Performing Arts Center Exterior Renewal**

PW677A, the second phase of the project, includes replacing the roofs over the Performing Arts Center Music Library. CDK Construction Services is scheduled to start work mid-June. Substantial completion is scheduled for August 2015.

- **North Campus Utility Upgrade**

Replacement of the Performing Arts Center antiquated emergency generators with a new more efficient larger generator is wrapping up. The existing exterior generator room was demolished and a new enclosure was constructed. The new generator was connected to the building and the existing generators were removed. The replacement of the medium voltage transformer at Arntzen Hall that was failing was added to the project. The design documents were completed and are with Dutton Electric for project pricing. The new medium voltage transformer was ordered and is scheduled to arrive June 1, 2015. Construction to replace the failing transformer is anticipated to begin the week of June 15, 2015 and be completed during the summer.

- **Ridgeway Kappa Renovation**

Dawson Construction, Inc. is working on the project and is adjusting their work flow to be completed prior to the contract date. The scope of work includes all ten alternates.

Construction is addressing demolition, hazardous material abatement, installation of new fire suppression and automatic central fire alarm systems, seismic mitigation, and replacement of interior finishes. Substantial completion is scheduled for occupancy Fall Quarter 2015.

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 Bruce Shepard by Steve Swan, V.P. for University Relations and Community Development

**DATE:** June 12, 2015

**SUBJECT:** **University Relations and Community Development Report**

**PURPOSE:** Information Item

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**Purpose of Submittal:**

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

**Supporting Information:**

Report Attached

**WESTERN WASHINGTON UNIVERSITY  
OFFICE OF THE VICE PRESIDENT FOR UNIVERSITY RELATIONS AND  
COMMUNITY DEVELOPMENT**

**REPORT FROM THE VICE PRESIDENT TO THE BOARD OF TRUSTEES**

**OFFICE OF COMMUNICATIONS AND MARKETING**

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

- A pilot project utilizing radio to reach the parents of **potential first-generation Hispanic students in the Skagit Valley**. KSVR is the area's lone bilingual radio station, and is the college radio station for Skagit Valley College, one of the largest sources of transfer students to Western. This outreach effort is underwriting a number of weekday and weekend morning radio shows with messages in Spanish. The messages promote Spanish-speaking tours of Western, which are now offered by the WWU Admissions office in an effort to better reach and recruit this underserved student population. A second effort will also begin in June through KDNA radio, "The Voice of the Campesino," in the Yakima Valley.
- Research by Western **Biology Professor Ben Miner** on a disease devastating starfish made headlines across the country, including on CBS News (<http://www.cbsnews.com/news/baby-starfish-offer-a-glimmer-of-hope-for-recovery/>). Western Professor Melissa Rice's research on Mars led to a front-page story in the Bellingham Herald (<http://www.bellinghamherald.com/2015/04/14/4239439/mars-research-uneartths-world-of.html>) and Western's record-breaking year for freshman applications was included in a Seattle Times article (<http://www.seattletimes.com/seattle-news/education/record-year-for-applications-to-states-universities/>).
- With the **@ourwestern Instagram account** as successful as we hoped it would be, we've begun our planned expansion of the account to encompass a host of student opportunities in social media. The student @ourwestern team recently elected its officers for 2015-16, selecting fellow students to such positions as blog manager, department liaison, public relations director and president. As it grows, **the university-led @ourwestern program** will provide students with much-needed training and experience in social media, content generation and strategy formulation. The response thus far has been overwhelmingly positive.
- **Social media numbers** show positive growth in every area over 2014-15. The numbers for this year (September to September) already are approaching last year's 12-month figures, with four months to go.
- In Publications, we just released the spring/summer edition of **Window magazine**, mailing about 104,000 copies to alums around the country. This edition of the magazine includes a great story about Melissa Rice's work with the NASA and the Mars Curiosity rover – check out our website for some great video. We also think readers will enjoy reading about the alum who founded the Growing Veterans farm project, the professor whose work led to the discovery of a new molecule and the MBA alum who's a member of the Japanese House of Representatives.
- News items about all of our **Presidential Scholars and Outstanding Graduates** are being sent to their hometown newspapers and news websites. These stories are a great examples of Active Minds Changing Lives.
- **Graphic design projects** being produced with campus offices included: spring/summer edition of Window magazine; the Viking advisor registration and planning guide; template design for Drupal website for Fairhaven College; template design for profile pages on the Political Science Department website; animated promotional ad for WWU mobile app; Career Services Center –

Employment Survey Reports; Border Policy Research Institute – Washington State’s Economy in Relation to Canada report; Women of Empowerment Dinner poster, invite and banner; Computer Science newsletter; invitation, posters and signs for Everything Canada event; and numerous other design projects for offices, departments and colleges across campus.

## **GOVERNMENT RELATIONS**

### **State Relations**

The Legislature is currently in a second, 30-day, special session that began on May 29<sup>th</sup> following the conclusion of the 105-Day regular session on April 24<sup>th</sup>. The first 30-day special session concluded on May 28<sup>th</sup> without adoption of the biennial state budget. In mid-May, the Washington State Economic and Revenue Forecast Council announced that it expects the state to collect approximately \$400 million more in tax revenue over the next two years than previously anticipated. This change in projected revenue is positive news that may help legislators reach a final budget deal.

As of June 1<sup>st</sup>, the Republican-led Senate and Democrat-led House of Representatives have each laid out multiple budget proposals during the regular and special sessions as negotiations between the two chambers continue. At this point it is unclear when legislators will reach agreement and vote on the final 2015-17 operating and capital budgets, but most expect the process to be wrapped-up by June 30<sup>th</sup>. While budget deliberations are underway, legislative committees are holding periodic work sessions in Olympia regarding interim planning and a variety of other topics, and the Governor has been signing a steady stream of bills that successfully navigated the legislative process through the House and Senate.

### **Federal Relations**

Western leadership made its annual spring trip to Washington, D.C. April 13-16 and engaged in fruitful meetings with members of the state’s congressional delegation. Representing WWU were Associated Students President Annika Wolters, VP for Government Affairs Sarah Kohout, AS Legislative Liaison Zach Dugovich, President Bruce Shepard, and VP for University Relations and Community Development Steve Swan.

Meetings included a coffee reception with Senator Patty Murray and in-person meetings with Senator Maria Cantwell, Congresswoman Suzan Delbene and Jamie Herrera Beutler, and Congressmen Rick Larsen and Derek Kilmer. The Western team also met with staff members of the U.S. Senate HELP Committee (Health, Education, Labor and Pensions) which is co-chaired by Sen. Murray about the Reauthorization of the Higher Education Act and other higher education issues. Federal agency visits were made to the Department of Education and the Department of Energy.

The visit with Sen. Cantwell produced an immediate result as she agreed to visit the Western campus, a visit that took place on May 1<sup>st</sup>. During that visit she met with students, faculty and industry and education leaders associated with WWU’s Institute for Energy Studies and the SMATE Program. The visit also included a trip to the lab at which students made a presentation on the [solar window](#) they designed and which recently won a grant from the U.S. Environmental Protection Agency.

A most positive outcome of the presentation on the solar window was a decision by Sen. Cantwell to broaden a piece of legislation on energy education and workforce development which she recently introduced in the U.S. Senate. This bill was broadened to include four-year institutions like Western for grant competition for education and research, grants that would range from \$1 million to \$20 million.

## SMALL BUSINESS DEVELOPMENT CENTER

The WWU SBDC team of advisors are currently working with students from the College of Business and Economics (CBE), Small Business Entrepreneurship class through research projects with six local SBDC business clients. The projects support:

- Helping an online global publication business meet the challenges of new competition.
- Developing a new business concept as radical as plastic credit cards for general use payment when first considered in the 1950's.
- Developing a marketing plan to grow sales to \$750,000-\$800,000 in 2016. Analyzing current marketing to determine what is working vs. what is not working. Making recommendations for future marketing activities and sales training initiatives to get store sales per square foot up-to or close-to industry peers.
- Evaluating the potential and risks of franchising vs. selling a 'business opportunity.' Building brand and brand control through licensing or franchising agreements. Building marketing collateral to support future sales.
- Building a financial model to help a local service/retail business in studying its cost of goods sold.
- Researching marketing channels to develop a marketing plan to support a makers space.

The student teams will provide over 750 hours of research support for local businesses. Partnering together the SBDC and CBE are providing students with academic learning and professional guidance from the certified business advisors; allowing these WWU students a valuable experience.

Recent business development trends include:

- More clients are exhibiting a willingness to invest in their business growth including: new hiring, new equipment purchases. Start-up clients who may find it challenging to get conventional bank financing are willing to pursue crowd funding and crowd sourcing as viable means to get the start-up capital they require.
- Business retention activity via buy/sell transactions are up, we are seeing more valuation work to support this activity. Over a \$1 million in purchase considerations.
- More businesses interested in hiring new employees. The jobs are mostly higher than minimum wage.
- Construction, residential remodeling industries are finally starting to pick back up.
- Significant growth in brewery, distillery industry clients.

2015 Q1 WWU SBDC Deliverable Stats:

- **Capital Formation:** \$1.3M
- **Sales Increase:** \$328K
- **Jobs Created:** 9
- **Active clients' total sales:** \$89M
- **Active clients' total jobs:** 2441

SBDC Q2 Capital Formation Work in Process = 1.8M

## WASHINGTON CAMPUS COMPACT

- 1) Washington Campus Compact has been awarded a **VISTA** grant from the Corporation for National and Community Service. The grant places 14 full-time AmeriCorps VISTA members on campuses in Washington to support initiatives that alleviate poverty in the state. The grant will provide support to programs focusing on college access, food security, and increasing low income students entering STEM disciplines. Three members will serve through Woodring College of Education.
- 2) Executive Director Jennifer Hine, provided a keynote address at the second annual *Community Engagement Institute* in Spokane, Washington on May 21, 2015. The title of the address was “Advancing the Public Purpose of Colleges and Universities.” Faculty, administrators, and community partners from throughout the Northwest states attended.
- 3) Washington Campus Compact held its 18<sup>th</sup> *Continuums of Service* regional conference in Long Beach, WA on April 8-10, 2015. The theme of the conference was “Seeking Solutions to Complex Challenges through Inquiry and Engagement.” Over 350 faculty, administrators, students, and community partners convened to share best practices and innovative strategies that engage students and build partnerships that address critical issues in communities.
- 4) Washington Campus Compact conducted a statewide survey to solicit input from campuses regarding the barriers and strategies to strengthen engagement and campus/community partnerships. Responses fell into five broad categories to the question regarding specific actions that could help remove barriers and incentivize engagement.
  - **Presidential and senior leadership support:** Demonstrate support through adequate funding for both operational support of activities and rewards and recognition for participation in civic engagement initiatives.
  - **Tying civic engagement to broader institutional goals:** Articulate civic engagement as a core value of the institution, and incorporate the language and actions of civic engagement into other institutional priorities.
  - **Promotion and Tenure:** Change promotion and tenure criteria and policies to reward civic engagement activities in research, teaching and service. Broaden the definition of service to include civic engagement (i.e. not simply serving on campus committees).
  - **Curricular Rigor:** Incorporate training on civic engagement, service-learning, and community-based participatory research into faculty orientations. Provide on-going training opportunities re: the integration of service into the curriculum. Create time for faculty to learn directly from community partners. Value community partners as co-educators.
  - **Time:** Release time for faculty to design new courses in concert with community partners. Commitment of resources to increase operational support for civic engagement and service-learning coordination. Presidents can initiate and support additional pay to non-tenure track faculty who wish to engage in teaching that incorporates civic development/engagement and service/service-learning into their curriculum. Create a bridge between the personal social justice and community engaged values held by faculty members and their professional goals and responsibilities.
  - **Infrastructure:** Allocate more resources to support the development/expansion of community engagement centers.



## **WATERFRONT DEVELOPMENT**

Western Crossing Development Corporation held its annual meeting on May 19, at the offices of the Port of Bellingham. This was the first meeting of the WC Board of Directors since its last annual meeting which was held on May 6, 2014.

The key agenda items and/or actions of the meeting were:

- Approval of a plan to sub-divide the Hannegan Road property that is held by Western Crossing into parcels. Up to this time the property has been for sale as a 24 acre parcel. With the new plan it will be split into four smaller parcels that are located on the intersection of Hannegan Road and Bakerview Road, and one larger parcel that is located in a lower area below the four parcels.
- A presentation by Port of Bellingham Executive Director Rob Fix on the master development agreement the Port has entered into with Harcourt Development.
- A presentation update by WWU VP Steve Swan on Western's ongoing planning for an extension of the main campus to the Bellingham waterfront.
- The re-election of Bellingham businessman Glenn Butler as the fifth member of the WC Board of Directors.
- The election of new officers for 2015-16. They are Glenn Butler, President; Port Commissioner Dan Robbins, Vice-President; WWU Trustee Dick Thompson (or his replacement), Secretary; and Rob Fix, Treasurer.

## **WEB COMMUNICATION TECHNOLOGY**

Web Tech recently completed some major site conversions, with the Registrar's new site (<http://www.wvu.edu/registrar>) and the new site for Engineering and Design (<http://www.wvu.edu/engd>) being the most significant. The Web Tech team also helped launch several new sites such as the Safe Campus (<http://www.wvu.edu/safe-campus>) and the IDEA institute site (<http://www.wvu.edu/idea/>).

The template for the WordPress project launching this fall had its first release and will be sent to CampusPress for review and installation in its system. The WordPress template will enable and empower official offices and groups at Western to build WordPress sites that are appropriately branded as Western. This new function will result in less dependence on Web Tech for smaller website development. This WordPress capability is a very positive step forward for Western as Web Tech receives approximately twice as many requests as it can assist with.

The Web Tech team has two college website reconstructions remaining and plans to have those completed by the end of the summer. The Fairhaven College site is scheduled to go live in mid-June and the College of Business and Economics is scheduled for completion in August.

August will also mark the end of Web Tech Director Marie Raney's tenure at WWU. Marie has served Western with distinction for the past 10 years and will be missed by all. A search is currently underway for a new director.

## WESTERN WINDOW TV SHOW

A synopsis of the latest episode of the Western Window TV Show, which is telecast on KVOS-TV via Comcast Cable on the west side of the mountains is listed below. This student intern produced show is aired Sunday mornings at 7 a.m. on KVOS and is also televised daily in Bellingham on BTV-10. Here is a [link](#) to the archives of the shows and below is information on the three latest episodes.

**Episode 27 - June 2015** This month's show is a single "Table Talk" segment hosted by Danica Kilander, WWU Change Leader Changemaker.

This segment focuses on entrepreneurship and innovation initiatives at Western and includes an interview with Assistant Professor Art Sherwood, the David Cole Professor in the College of Business and Economics, and the Director of the WWU IDEA Institute.

**Episode 26 - May 2015** This month's show is hosted by Chris Roselli of the WWU Alumni Association and Anna Magidson, a student at Western. Following is the story lineup for this episode:

1. Education Outdoors – Students from Western's Huxley College of the Environment teach local sixth-graders about water quality, stream macro-invertebrates and environmental stewardship at this project at the Bellingham School District's Gordon Carter Environmental Learning Center near Lake Whatcom.
2. Going from Good to Best – Western's Best SELF program aims at providing students, faculty, and staff with the resources and feedback to allow them to grow and thrive with a state of positive wellbeing and self-confidence, and to allow the students to leave Western after graduation better prepared mentally and emotionally for the next stage of their lives.
3. Embracing Technology – The Ninth Annual TechTonic Technology showcase – this year's theme was "Shake, Make, and Innovate" – brings students, entrepreneurs and community members together to talk about issues surrounding technology and how to best use the latest tools to help innovate and start new ventures.
4. Chris Isenberg – Isenberg, a Western alumnus, is the Senior VP of Supply Chain and Global Procurement for Halyard Health, a subsidiary of Kimberly Clark. In this segment, he talks about how the supply chain works in getting products from manufacturers to delivery to their customers. He also discusses how his background in then liberal arts at Western grounded him and proved the foundation for his success in the business world.
5. Dogs in the Library – The #WesternCares program helps students during finals to distress and relax, through events as well as pet therapy – in this case, therapy cats and dogs in the library that allow the students, just for a few minutes, to not worry about the tests or papers or presentations in their schedule.

**Episode 25 - April 2015** This month's show is a single "Office Hours" segment hosted by Dan Purdy, director of Western's Front Door to Discovery program.

What is the Value of a Liberal Arts Education? – Purdy leads a panel of three speakers through a discussion of the nature, value, and worth of a traditional liberal-arts education, and how this framework meets the needs and demands of the 21st Century workforce. Panelists are Brent Carbajal, Western's provost; alumna Jane Cartan of Bellingham's Saturna Capital; and Ed Love, chair of Western's Finance and Marketing department.

# WESTERN WASHINGTON UNIVERSITY

## ITEM SUBMITTED TO THE BOARD OF TRUSTEES

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

**FROM:** President Bruce Shepard by Senior Vice President Eileen Coughlin

**DATE:** June 12, 2015

**SUBJECT:** **Housing & Dining System Capital Plan Update**

**PURPOSE:** Information Item

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### **Purpose of Submittal**

To provide an update to the Housing & Dining System's Long Term Capital Plan that was presented to the Board of Trustees in December, 2014.

### **June 2015 Housing & Dining System Capital Plan Update**

Since sharing the Housing & Dining System's Long Term Capital Plan Update at the December 2014 Board of Trustees meeting, the University has continued its assessment of housing demand, particularly for returning/upper division students. Returning students clearly prefer apartment-style accommodations with shared living/kitchen spaces, but with a high degree of bedroom/bathroom privacy and separation. International and out-of-state students often desire year-round accommodations with full kitchens as well.

Conversations are continuing regarding adding beds, but now in the 100-150 bed range of apartment-style suites with designed flexibility for the future. The Ridgeway location above the Wade King Recreation Center which was planned for a new residence hall a number of years ago is a likely site, although the institution is considering alternative sites within the context of the Campus Master Plan as well.

The University would seek approval from the State for alternative delivery methods which would help with costs and timeline, with the earliest opening target of Fall 2017. Both the University of Washington and WSU have used alternative delivery methods for housing projects. Preliminary fiscal scenarios are being constructed and will be reviewed by the University's Financial Advisor with the goal of maintain a solid fiscal position while keeping room and board rates competitive for students (e.g. in the 3.5% - 5% range originally targeted.)

The Board of Trustees would be involved in reviewing the decision to proceed, siting considerations, alternative delivery approaches as well as the financial planning and issuance of bonds for the project. More information will be shared with the Board of Trustees at its August 2015 meeting.

**16. DATE FOR NEXT REGULAR MEETING**

- **August 20, 2015**

## **17. Adjournment**