



**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES MEETING
FEBRUARY 9 & 10**

1. CALL TO ORDER

Vice Chair Pettis called the Western Washington Board of Trustees to order in Old Main Room 340 at 3:00pm.

Board of Trustees:

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

Western Washington University

Sabah Randhawa, President
Brad Johnson, Provost and Executive Vice President
Joyce Lopes, Vice President for Business and Financial Affairs
Melynda Huskey, Vice President for Enrollment and Student Services
Jacqueline Hughes, Chief Diversity Officer and Executive Director for the Office of Equity
Melissa Nelson, Assistant Attorney General
Becca Kenna-Schenk, Chief of Staff
Donna Gibbs, Vice President for University Relations & Marketing
Steve Card, Director of Athletics
Austin Cooper, Director of Faculty Relations
Robert Clark, Manager of Digital Video Services
Jeff Evans, Director of Athletics Communications
Geno Defa, Director of Human Resources
Rod Younker, Labor Relations Attorney
Rebecca Hansen-Zeller, Secretary to the Board of Trustees

2. ATHLETICS AT WESTERN WASHINGTON UNIVERSITY

Melynda Huskey, Vice President of Enrollment and Student Services introduced Steve Card, Director of Athletics. Steve Card shared information on the various athletics programs and demographics of student athletes. He also shared impressive statistics on the academic success of WWU's student athletes. He highlighted the success of having embedded mental health support. Athletics programs enrich campus life and increase student engagement by elevating the visibility of other University priorities through food drives, Black History Night, Hispanic Heritage recognition, and WWU Pride Nights. Steve Card outlined the Athletics budget, both revenue and expenditures.

Steve Card is retiring in March. The Board of Trustees recognized his 10 years as Athletics director and 33 years of service at WWU.

3. EXECUTIVE SESSION

At 4:30pm, Vice Chair Faith Pettis called an Executive Session for 45-minutes to discuss collective bargaining, as authorized by RCW 42.30.140(4)(a). The Board reconvened at 5:14pm. The Board took no action.

The Board adjourned for the day at 5:15pm.

4. CALL TO ORDER, APPROVAL OF MINUTES

Vice Chair Pettis called the Regular meeting of the Western Washington Board of Trustees to order in Old Main 340 at 9:01am.

Board of Trustees:

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

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Melynda Huskey, Vice President for Enrollment and Student Services
Jacqueline Hughes, Chief Diversity Officer and Executive Director for the Office of Equity
Melissa Nelson, Assistant Attorney General
Becca Kenna-Schenk, Chief of Staff
Donna Gibbs, Vice President for University Relations & Marketing
Jack Herring, Vice Provost for Undergraduate Education
Shelli Soto, Associate Vice President of Enrollment Management
Amy Kozak, Executive Director, Audit & Consulting Services
Rebecca Hansen-Zeller, Secretary to the Board of Trustees

- a. Board of Trustees Regular Meeting, December 8-9, 2022
- b. Board of Trustees Special Meeting, January 5, 2023
- c. Board of Trustees Work Session, January 24, 2023

MOTION 02-01-2023 Trustee Sharpe moved, that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the minutes from December 8-9, 2022; January 5, 2023; and January 24, 2023.

The motion passed 7-0, with Trustee Ryan abstaining.

5. PUBLIC COMMENT

As per amended RCW 28B.35.110, the Board of Trustees provided time for public comment. There was no public comment.

6. BOARD CHAIR REPORT

Vice Chair Pettis reviewed the work session in Seattle on January 24. She also thanked Trustees for their participation at Regents & Trustees Day in Olympia on February 2. She congratulated Sabah Randhawa on receiving the CASE Leadership Award and thanked Trustees for their attendance at the celebration. Annie Byers, Administrative Assistant to the Board of Trustees and President's Office starts on February 13. Vice Chair Pettis also shared reflections on recent gun violence and police killings and thanked the President and Police Chief for their recent messages to the campus community.

RESOLUTION NO. 2023-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY HONORING WESTERN WASHINGTON UNIVERSITY'S WOMEN'S SOCCER TEAM

The Board of Trustees recognized the Women's Soccer NCAA Division II Champions from Western Washington University. They had a celebratory breakfast with the team and coaches and presented the team with the following Resolution:

WHEREAS, on December 3, 2022, the Western Washington University Women's Soccer Team captured the 2022 NCAA Division II National Championship; and

WHEREAS, they defeated West Chester University 2-1 in front of a sold-out crowd, capping off a historic season by the now two-time national champions; and

WHEREAS, the Vikings finished the season with an impressive 19-2-4 record, winning the GNAC Conference Championship Title, the GNAC Conference Tournament, and the West Regional Final on the road to the National Championship; and

WHEREAS, the Vikings had four players selected to the 2022 NCAA Division II Women's Soccer Championships All-Tournament Team, led by Most Outstanding Player *Estera Levinte*. Junior

defender *Katie Watt*, senior midfielder *Tera Ziemer* and junior goalkeeper *Claire Henninger* were also selected to the all-tournament team; and

WHEREAS, *Tera Ziemer* was named the NCAA Division II Women's Soccer Player of the Year and *Tera Ziemer*, *Morgan Manalili* and *Estera Levinte* were all recognized as All-Americans, and *Tera Ziemer* and *Claire Henninger* were named Scholar All-Americans; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially recognizes the Western Washington university Women's Soccer Team for their outstanding accomplishments and extends to the team the Board's sincere congratulations on behalf of the entire University community.

MOTION 02-02-2023 Trustee Franklin made a motion to approve Resolution 2023-01 recognizing the 2022 NCAA Division II Women's Soccer Champions from Western Washington University.

The motion passed 8-0.

7. UNIVERSITY PRESIDENT REPORT

President Randhawa gave an update on Nora Selander's work in Olympia. He recently met with the presidents of other colleges in the area to discuss challenges and partnerships. He also met with the Bellingham school superintendent and the Mayor of Bellingham. Sabah gave an update on WWU's work toward repatriation of indigenous remains held by the University.

8. FACULTY SENATE REPORT

Lysa Rivera reported on the revised questions for course evaluations and reported that there is a good team receiving them and a proposal is expected to the Faculty Senate during Spring Quarter. She also commented on growing concern over Chat GPT and academic integrity. The Academic Coordinating Commission extended the temporary modality policy while a new policy is developed by the Provost.

9. ASSOCIATED STUDENTS REPORT

Sargun Handa reported that 50 students attended WWU Lobby Day and more are going to Olympia later this month. The AS Executive Committee is updating its governing documents and job descriptions. She mentioned student-led celebrations of Black History Month and shared the results of an Honors student survey. She also indicated student interest in a mascot change for the University.

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

Trustee Sue Sharpe, Committee Chair, reported on the January 20 FARM meeting. The Committee had an exit conference for the 2022 Accountability Audit, had a discussion about

Information Security, heard an enrollment and budget update, and received background on the request for action related to exempting roles from the temporary/non-permanent classification.

11. BOARD ACADEMIC AFFAIRS AND STUDENT SUCCESS COMMITTEE REPORT

Trustee Mo West, Committee Chair, reported on the Academic Affairs and Student Success Committee (AASSC) meeting on January 31. The committee focused their time on student health & wellness and a review of the draft Year 6 Accreditation report to NWCCU.

DISCUSSION ITEMS

12. ACCREDITATION, YEAR 6 REPORT TO THE NORTHWEST COMMISSION OF COLLEGES AND UNIVERSITIES (NWCCU)

Jack Herring, Vice Provost for Undergraduate Education, gave background on federal oversight of colleges and universities through the Department of Education and accrediting bodies such as the Northwest Commission on Colleges and Universities (NWCCU). The NWCCU vision statement is to promote student success and close equity gaps. The accreditation process is a 7-year cycle that requires periodic reaffirmation through Annual and Interim reports. The Policy, Regulation, and Financial Review (PRFR) is due March 1 and is part of the groundwork for an Evaluation of Institutional Excellence that will happen during a visit in Spring 2024. Jack Herring asked for feedback from the draft report, particularly on the Governance section of the report.

At 10:36am, the Board of Trustees called for a short break. The meeting reconvened at 10:42am.

13. STRATEGIC ENROLLMENT MANAGEMENT STRUCTURE

Shelli Soto, Associate Vice President of Enrollment Management, presented the structure for Strategic Enrollment Management. President Randhawa is formulating a committee and is preparing the charge to the committee to provide input into the development of long-term enrollment plans for the institution and broad oversight to coordinating and advancing strategies to achieve those targets.

14. 2023 LEGISLATIVE SESSION UPDATE

Nora Selander, Director of Government Affairs, reported on bills she is tracking with impact to WWU, including bills related to our Peninsulas package, student basic needs and financial aid.

ACTION ITEMS

15. APPROVAL OF WINTER DEGREES

Brad Johnson, Provost and Executive Vice President, asked the Board of Trustees to approve the degrees earned.

MOTION 02-03-2023

Trustee Ryan moved, that the Board of Trustees of Western Washington University, on recommendation of the faculty and subject to the completion of any unmet requirements, approves awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and graduate Dean, for Winter Quarter 2023, effective March 11, 2023.

The motion passed 7-0, with Trustee Meyer abstaining.

16. RESOLUTION 2023-02: EXEMPTING SOME CLASSIFIED ROLES FROM THE TEMPORARY/NONPERMANENT CLASSIFICATION

Joyce Lopes, Vice President for Business and Financial Affairs, asked the Board of Trustees to approve an exemption for some classified staff roles from recent legislation regarding temporary and nonpermanent employees, per RCW 41.06.070(2)(b).

In 2018, House Bill 2669 removed “part-time” as exempt from state civil service law (RCW 41.06). This change forced a redefinition of “temporary” to cover more employees under state civil service law. The Office of Financial Management (OFM) State Human Resources division began rulemaking in 2018 and finalized rules in 2021.

Western, in accordance with the other Washington State 4-Year institutions, is requesting exemption for classification involving research activities, counseling of students, extension or continuing education activities, graphic arts, or publications activities requiring prescribed academic preparation or special training.

**RESOLUTION NO. 2023-02
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY**

**EXEMPTING SOME CLASSIFIED STAFF ROLES FROM THE
TEMPORARY/NONPERMANENT CLASSIFICATION**

WHEREAS, the Washington State Legislature passed legislation, made effective on July 1, 2022, regarding classified temporary employees subject to Washington State civil service rules (WAC 357.04.045).

WHEREAS, the legislation limits the time and duration classified temporary employees may work for Western Washington University, specifically 1,050 hours or less in a 12-month period from the date of original date of hire or July 1, 2022, whichever is later.

WHEREAS, the legislation limits the employee to one appointment only with the same higher education employer.

WHEREAS, the governing board of each institution may exempt certain classifications from Chapter 41.06, RCW. These classifications involve research activities, counseling of students,

extension or continuing education activities and graphic arts or publication activities requiring prescribed academic preparation or special training (RCW 41.06.070).

WHEREAS, it is recommended that Western Washington University exempt such classifications, as detailed in the attached proposal. These exemptions are permitted by RCW 41.06.070(2)(b).

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Western Washington University that this Resolution is formally adopted.

MOTION 02-04-2023

Trustee West moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the exemption of some classified staff roles from recent legislation regarding temporary and nonpermanent employees, per RCW 41.06.070(2)(b). The passage of Resolution 2023-02 signifies the Board's action on this matter.

The motion passed 6-0 with Trustees Ryan and Meyer abstaining.

17. PUBLIC WORKS PROJECTS

Joyce Lopes presented construction contracts for approval by the Board of Trustees.

- a. Construction Contract for Multiple Buildings (MB) Security, Access Controls, and Fiber Upgrades, PW780

Motion 02-05-2023

Trustee Awad moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to Dutton Electric Company, Inc., Lynnwood, WA, in the amount of \$1,208,500 (plus associated sales tax) for the construction contract for the construction of the access controls, security, and fiber upgrades in multiple academic buildings.

The motion passed 8-0.

- b. Construction Contract Amendment for Maximum Allowable Construction Cost (MACC) for Electrical Engineering & Computer Science (EECS - Kaiser Borsari Hall) Project, PW758

Presentation: Joyce Lopes, Vice President for Business and Financial Affairs
Avinash Rahurkar, Associate Vice President for Facilities Development and Operations

MOTION 02-06-2023

Trustee Witherspoon moved, that the Board of Trustees of Western Washington University, upon the recommendation

of the President, award a contract to Mortenson, Seattle, WA, in the amount of **\$46,506,004** (plus associated sales tax) for **Amendment #6** MACC, for the Electrical Engineering & Computer Science (EECS – Kaiser Borsari Hall) Project, PW758.

Trustee Franklin seconded. The motion passed 7-0, with Trustee Awad abstaining.

18. APPROVAL OF AUDIT PLAN

Amy Kozak, Executive Director, Audit & Consulting Services and Sue Sharpe, Chair of the FARM Committee presented the FY23 Audit Plan.

MOTION 02-07-2023

Trustee Sharpe moved, that the Board of Trustees of Western Washington University, upon the recommendation of the President and FARM Committee, approve the Fiscal Year 2023 Audit Plan.

The motion passed 8-0.

INFORMATION ITEMS

19. FY22 ACCOUNTABILITY AUDIT REPORT

Trustee Sue Sharpe, Chair of the Finance, Audit and Enterprise Risk Management Committee, reported that the FY22 Accountability Audit yielded no findings or recommendations: this is the best possible result. The areas of focus for the audit were: Bookstore, Human Resource and Payroll, Internal Audit, Open Public Meetings, and Financial Condition. This item was presented to the FARM Committee and accepted by the committee. The final report will be published on the State Auditor's website.

20. REPORTS

- a. Enrollment Management Summary
- b. University Advancement Report
- c. Capital Program Report
- d. University Relations and Marketing Report
- e. Mid-Year Housing and Dining Report

Vice Chair Pettis invited Trustees to raise questions or provide comments on the submitted reports.

21. TRUSTEE REMARKS

Trustee West thanked Elissa Hicks for her work to make Regents & Trustees Day a success and commended Shelli Soto on her work related to enrollment management.

22. DATES FOR NEXT REGULAR MEETING:

The next meeting of the Board of Trustees will be April 13-14, 2023

23. EXECUTIVE SESSION

Vice Chair Pettis called a 30-minute Executive Session at 12:01pm, as authorized by RCW 42.30.110(1)(i). The Board reconvened at 12:39pm. The Board took no action.

24. ADJOURNMENT

The meeting adjourned at 12:39pm.