

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
AGENDA**

Friday, October 3, 2003

Time: 8:30 a.m.
Location: Old Main 340

INTRODUCTIONS (20 min.)

- Introduction of Dr. Arlan Norman, Founding Dean of the College of Sciences and Technology
- Introduction of the 2003-2004 Associated Students Board of Directors

1. BOARD OF TRUSTEES (10 min.)

- a) Consent Items:
 - Approval of Minutes of the August 1, 2003 Meeting of the Board (A)
 - Approval of Minutes of the August 20, 2003 Special Meeting of the Board (A)
 - Consultant Contract for Architectural/Engineering Consulting Services for the Academic Instructional Center, PW 455 (A)
 - Consultant Contract for the Undergraduate Marine Education Center at Shannon Point, PW 416 (A)
 - Consultant Contract for Ridgeway, Bond Hall and Carver Gym for Medium Voltage Cable Replacement, PW 458 (A)
 - Delegation of Authority to Award Design Consultant Contract for Steam System Improvements, PW 426 (A)
 - Delegation of Authority to Award Design Consultant Contract for Ross Engineering Technology Building Controls and Ventilation Upgrades, PW 428 (A)
- b) 2004 Board of Trustees Meeting Schedule (A)

2. PRESIDENT

- a) Higher Education Performance Contract, SHB 2111 (I) **(30 min.)**

3. ACADEMIC AFFAIRS

- a) Academic Presentation: Computer Science Department – Bond Hall 325 **(60 min.)**

STUDENT RECREATION CENTER DEDICATION

4. STUDENT AFFAIRS

- a) Fall Opening Update (I) *(10 min. @ approx. 1:30)*

5. BUSINESS AND FINANCIAL AFFAIRS

- a) University Auxiliary Financial Statements: Housing and Dining; Bookstore; and, Student Recreation Center (I) *(5 min.)*
- * b) Major Capital Projects Status Report (I)
- c) Transportation Planning Report (I) *(30 min.)*

6. EXTERNAL AFFAIRS

- * a) External Affairs Report (I)

7. UNIVERSITY ADVANCEMENT *(5 min.)*

- * a) Development Report (I)
- * b) Alumni Relations Report (I)

8. FACULTY SENATE

9. ASSOCIATED STUDENTS

10. EXECUTIVE SESSION

* Written Report
(A) Action
(I) Information

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
October 3, 2003**

CALL TO ORDER

Chair Betty Woods called the regular meeting of the Board of Trustees of Western Washington University to order at 8:54 a.m., October 3, 2003, in Old Main 340, Bellingham, Washington.

Board of Trustees

Ben Casler
Kevin Raymond, Secretary
Phil Sharpe - Connected by conference phone
Brent Stewart
John Warner, Vice Chair
Betty Woods, Chair
Peggy Zoro

Western Washington University

Karen W. Morse, President
Suzanne Baker, Assistant Secretary to the Board of Trustees
Andrew Bodman, Provost and Vice President for Academic Affairs
Wendy Bohlke, Assistant Attorney General
Stephanie Bowers, Vice President for University Advancement
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Paul Graves, Associated Student Body President
James Loucky, Faculty Senate President
George Pierce, Vice President for Business and Financial Affairs
Elizabeth Sipes, Secretary to the Board of Trustees

INTRODUCTIONS

Provost Bodman introduced Dr. Arlan Norman, founding dean of the College of Sciences and Technology. Dr. Norman, a professor of chemistry, previously served as Associate Dean for Natural Sciences at the University of Colorado, Boulder. He received his bachelor's degree from the University of North Dakota, his doctorate from Indiana, and conducted post-doctoral research at the University of California, Berkeley. Dr. Norman stated he was very pleased to become a member of the WWU and Bellingham communities.

AS President Graves introduced the following 2003-2004 Associated Student Board of Directors. Each vice president provided statements on their goals and areas of concentration for this academic year.

Courtney Hiatt, Vice President for Student Life
Jesse Moore, Vice President for Diversity
Kevin Stock, Vice President for Business and Operations
Maya Tomlin, Vice President for Academic Affairs
Jason Wilmot, Vice President for Activities
Rachel Zommick, Vice President for Legislative and Community Affairs

1. BOARD OF TRUSTEES

a) Consent Items

MOTION 10-1-2003

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

- Approve the minutes of the August 1, 2003 Board of Trustees meeting.
- Approve the minutes of the August 20, 2003 Special Meeting of the Board of Trustees.
- Award a consultant contract to Northwest Architectural Company, Seattle, Washington, for a fee of \$3,464,125

(including reimbursables), to provide architectural/engineering consulting services for the construction of the Academic Instructional Center.

- Award a consultant contract to MBT Architecture, Seattle, Washington, for a fee of \$524,210 (including reimbursables), to provide design services for the design and construction administration of the Undergraduate Marine Education Center at Shannon Point.
- Award a consultant contract to Ken Kok P.E. Electrical Engineer, Lynden, Washington, for a fee of \$152,000 (including reimbursables), to provide engineering services for the construction of the medium voltage cable replacement project in the Ridgeway, Bond Hall, and Carver Gym areas.
- Authorize the president or her delegate to award contracts and execute documents for consultant design services for the construction of a new steam/condensate line from the Steam Plant to a point near Old Main.
- Authorize the president or her delegate to award contracts and execute documents for consultant design services for the retrofit of pneumatic controls to DDC controls, and the remodel of several industrial ventilation systems for the Ross Engineering Technology Building.

The motion passed unanimously.

b) 2004 Board of Trustees Meeting Schedule

Chair Woods reviewed the proposed meeting dates for 2004 with Board members.

MOTION 10-2-2003 Brent Stewart moved that the Board of Trustees of Western Washington University establish the following meeting schedule for the year 2004:

February 6, 2004
April 9, 2004
June 11, 2004
August 13, 2004
October 8, 2004
December 3, 2004 -OR-
December 10, 2004

The motion passed unanimously.

2. PRESIDENT

a) League of Education Voters Proposal

President Morse distributed a draft proposal on Public Baccalaureate Principles. She said that when regents and trustees from Washington's state baccalaureates met more than a year ago, they formed a group to increase public awareness of higher education. Since then Western and other institutions have been approached by the League of Education Voters, which has drafted a proposal to prepare an initiative to improve state funding for education from preschool through graduate school. Trustee Warner will join President Morse at an upcoming meeting to discuss the future of the League's plan.

The president said that if the League presents an initiative to voters and the vote fails, it could negatively impact future support for higher education. She said the League's basic principles need to be expanded to include retaining quality education programs and expanding access to higher education, and that any increases in funding should be distributed equitably across sectors and among colleges and universities.

b) Higher Education Performance Contract

President Morse provided an update on Substitute House Bill 2111, which created a working group of legislators and representatives from higher education to explore opportunities for developing performance contracts between the state and public colleges and universities.

The president said that at the most recent legislative meeting, a number of topics were discussed but no consensus was reached on issues. One member suggested that institutions prepare draft contracts by December 3. Another suggested drafting a bill to further develop a compact model.

The president believes it is in Western's best interests to initiate on-campus discussions with faculty and others on these issues. She outlined three major topics: the relationship between state support and tuition, the need to increase student access, and efforts to enhance management flexibility. She said a key element for Board consideration is future enrollment growth, especially if the state requires Western to accommodate more students than the 12,500 FTEs identified as the maximum enrollment in the university's Strategic Plan. She encouraged future discussions about how best to preserve Western's mission and niche while preparing for significant potential expansion.

Faculty Senate President Loucky commented that looking towards the future would be important to the faculty. He suggested exploring potential use of nearby campus facilities and other options that could enhance the quality of programs while accommodating more students.

Vice President Pierce said that there were ways in which the state and university could streamline practices to maximize use of funding resources. He said that he could provide the Board with more information on ways in which the university could benefit from cost-avoidance measures.

Chair Woods suggested that future Board meetings could include discussions on individual issues related to higher education compacts.

At 9:35 a.m. the Board went to Bond Hall for an academic presentation by the Computer Science Department.

3. ACADEMIC AFFAIRS

a) Academic Presentation: Computer Science Department

Dr. David Bover, Department Chair, provided a presentation on educational opportunities available in the Computer Science Department.

Bover said that Computer Science is the most rapidly increasing field in the world today. He noted a substantial increase in the number of Western students graduating with a Computer Science degree.

He described the Bachelor of Science, Master of Science, Honors Program, and the Internet Studies Certificate Program within the Computer Science Department. He explained program objectives and discussed three branches of computer science curriculum: software, theory, and hardware. Dr. Bover described several student research projects, including robotics and machine learning, natural language recognition, and computer vision and graphics.

Board members participated in the dedication of the Wade King Student Recreation Center and proceeded to lunch.

At 1:50 p.m. the meeting reconvened in Old Main 340.

4. BOARD OF TRUSTEES

a) Resolution No. 2003-07 Recognizing the Service of President Karen W. Morse

Chair Woods announced that an additional topic would be added to the agenda concerning President Morse's ten years of service to Western Washington University. Chair Woods read Resolution No. 2003-07.

MOTION 10-3-2003 Kevin Raymond moved that the Board of Trustees of Western Washington University adopt Resolution No. 2003-07 Recognizing the Service of President Karen W. Morse.

The motion passed unanimously.

RESOLUTION NO. 2003-07

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF
PRESIDENT KAREN W. MORSE**

WHEREAS, KAREN W. MORSE, of Bellingham, Washington began her tenure as President of Western Washington University August 1, 1993; and

WHEREAS, she brought to the university her experience in higher education as Provost, Dean of the College of Science, Department Head of Chemistry and Biochemistry, and Professor at Utah State University; and

WHEREAS, she has maintained as a central focus of her efforts the Strategic Goals of Quality, Diversity and Community as pervasive, integrated aspects of the Western educational experience; and

WHEREAS, KAREN W. MORSE is committed to providing a learning environment that invigorates the intellectual engagement of students and instills a love of learning through support of programs that embrace a liberal arts core for all students and prepare them for living in a global and diverse environment, able to converse in a civil, ethical and intellectual manner; and

WHEREAS, she has presided over completion of a science complex for the 21st century: a chemistry building, a biology building, a science, mathematics and technology education facility, the renovation of Haggard Hall to expand Western's library facilities, the new Student Recreation Center, which opened in Fall 2003, and the new Communications Facility, the largest construction project in Western's history, is scheduled for completion in 2004; and

WHEREAS, KAREN W. MORSE has strengthened Western's ties to state and local governments by her continued, persistent dedication to advocating clearly and persuasively for securing their help and financial support in meeting the needs of the university and thousands of current and future students; and

WHEREAS, KAREN W. MORSE has created closer ties with alumni, parents, and corporate communities of Washington State and beyond, resulting in increased advocacy and philanthropy for Western Washington University, expanding scholarships for students, professional development for faculty, and technology, thus providing students, faculty and staff with the tools they need for learning, teaching, scholarship and service; and

WHEREAS, she has enlarged Western's image through her vision of Western as a premier undergraduate institution of its kind in the Northwest and in the top echelon of comprehensive institutions in the country, as evidenced particularly through grants and recognition received by the campus for involvement of students in undergraduate research and discussions of the curriculum, and for science and math education, and for faculty involvement with students;

WHEREAS, KAREN W. MORSE has elevated the profile of WWU nationally as a member of the NCAA Division II President's Council, the American Association of State Colleges and Universities' Board of Directors, the Council for Higher Education Accreditation Board of Directors, and has served as Chair of the Council of Presidents, and further,

WHEREAS, KAREN W. MORSE was selected as a member of the expanded Presidents Leadership Group by the U.S. Department of Education's Higher Education Center for Alcohol and Other Drug Prevention because of her local, state and national leadership on the issue, and received the 2001 Visionary Award from the U.S. education department's Network of Colleges and Universities Committed to the elimination of Drug and Alcohol Abuse, and

WHEREAS, PRESIDENT MORSE has contributed to the increased stature and the future potential of Western Washington University through her tireless dedication and many decisions affecting the university;

BE IT THEREFORE RESOLVED by the Board of Trustees that PRESIDENT KAREN W. MORSE is hereby honored for a decade of outstanding service and dedication to Western Washington University.

Trustee Warner said that all institutions need a great leader and that President Morse is an outstanding one. Trustee Raymond added that he has been amazed at the president's strength and resiliency. He said she always puts the university first and it was a privilege to serve with President Morse. Trustee Zoro said that one of the reasons President Morse is such a great leader is due to her ability to choose an effective and efficient management team. Chair Woods commented on how tirelessly the president works for the university and thanked her for her work and dedication. Trustee Casler said that during his time at Western he's seen only the best from the president and is pleased to serve under her leadership.

President Morse thanked the Board. She said that the real strength of the institution lies in the quality of its faculty, staff, and students. She expressed thanks to her management team and acknowledged their many contributions.

5. STUDENT AFFAIRS

a) Fall Opening Update

Vice President Coughlin reported on fall opening enrollment numbers. She noted a headcount of 12,680 and approximately 11,995 FTE. She said that 2,213 new freshmen are enrolled, which is down slightly from last year, and 939 transfer students are enrolled. Coughlin emphasized the university's strong commitment to community colleges, and said that Western admitted 80 percent of the articulated AA degree holders who applied. She reported that the incoming GPA for freshmen is 3.52 and the incoming GPA for transfer students is 3.21.

Coughlin said that she was pleased with retention rates. She said that freshmen retention for this year is 83.7 percent, up from 81.1 percent, and that transfer student retention is 82.6 percent, the highest in Western's history. Housing and Dining reports that 92 percent of all freshmen, or 2,034 students, are living on campus. She said numbers are slightly down for on-campus housing, partly due to retention and partly due to the redistribution of upper and lower division students. She said that in the next couple of years the university would rebalance the numbers of incoming freshmen.

6. BUSINESS AND FINANCIAL AFFAIRS

a) University Auxiliary Financial Statements

Vice President Pierce provided Board members with the following financial statements: 2003 Housing and Dining System Financial Report, 2003 Western Associated Students Bookstore Financial Report, and 2003 Student Recreation Center Financial Report. He reported that Trustees Zoro and Sharpe participated in the audit exit interviews.

Trustee Sharpe stated that they were all clean audits. He said there had been an earlier issue on internal controls; however since finalizing the audit, the auditors determined that the university's internal controls were adequate and appropriately administered.

b) Major Capital Projects Status Report

Vice President Pierce provided Board members a written report on the status of major capital projects.

c) Transportation Planning Report

Pierce introduced Wes Fryszacki, president of Weslin Consulting Services. Fryszacki is nationally recognized for his work in public transportation system design and partnership development.

Fryszacki provided information on Western's transportation and parking programs. He said that the success of Western's transit program is due, in large part, to the fact that parking on campus is so difficult. Currently there are no on-campus parking spaces available for students and the only option available is the park and ride lot at Civic Field. He noted that sales of the Viking X-Press Pass have increased over the past three years.

Fryszacki discussed the Transportation Business Plan, which implements the circulation element of the Institutional Master Plan (IMP) and considers the financial impacts associated with it. The Transportation Business Plan was developed by a group called the Transportation Planning Initiatives Task Force. The plan includes an off-campus parking

site, a shuttle connecting the off-campus site to campus, and an on-campus shuttle. He described the route of the current park and ride system at Civic Field and the proposed lot and route at Lincoln Street. The proposed route would have a shorter travel time, as it is closer to campus and would allow for more frequent service.

He reviewed popular model transit programs at the University of Colorado, University of Washington, and other comparable campuses. Consistent among all model programs is the desire to improve mobility for the campus population while addressing parking problems. He highlighted features of the University of Colorado's system that includes frequent bus intervals, simple routes, and smaller buses. He also described the U-Pass program operated by the University of Washington. The U-Pass sticker is included on the student's registration information and gets affixed to the back of the student ID card. The sticker is tied to many activities including unlimited transit rides, parking discounts, and merchant discounts.

Frysztacki said that campus parking is a common problem at most universities and campus transit programs are necessary to address that challenge. He provided the following guidelines for operating a shuttle service:

- Costs must be reasonable, predictable, and controllable.
- Service must be frequent, university-oriented, campus scaled, and easy to use.
- Two types of shuttles are needed: an on-campus shuttle and a park and ride shuttle.

7. EXTERNAL AFFAIRS

a) External Affairs Report

A written report was provided on the recent activities of External Affairs.

President Morse said that Vice President Edie had been ill and would be taking time away from work during his recovery. She said that his duties have been temporarily divided between staff members. Chair Woods asked to relay the message to the vice president that the Board wishes him the best.

8. UNIVERSITY ADVANCEMENT

a) Development Report

Vice President Bowers provided a written report on recent activities of the Western Washington University Foundation.

Bowers thanked the Board for their time spent participating in the Wade King Student Recreation Center dedication. She distributed an article, "WWU Building Honors Young Pipeline Victim," that was in a recent issue of *The Bellingham Herald*.

Bowers also provided copies of a press release on the Foundation's \$5 million scholarship initiative. She said that the campaign had already reached \$3 million, due in large part to the scholarship commitment of Frank and Mary King.

b) Alumni Relations Report

Vice President Bowers provided a written report on the university's Alumni Relations.

9. FACULTY SENATE

Faculty Senate President Loucky said that faculty were doing well considering difficult budget times. He said that the Senate would be looking at several significant issues during the academic year. One issue concerns interdisciplinary involvement throughout the institution. Another issue concerns institutional well-being, including the role and direction of the faculty and the state of governance. He said he plans on bringing proposals to the Board in the future.

10. ASSOCIATED STUDENTS

AS President Graves said that the AS Board was working on revising the selection process for the student member of the Board of Trustees. He also reported that the AS Board will review their mission statement, goals, and organizational structure this year.

11. EXECUTIVE SESSION

At 2:50 p.m. Chair Woods announced that the Board would go into Executive Session for approximately 20 minutes to discuss the following topics: civil service reform and collective bargaining, real estate, and personnel matters.

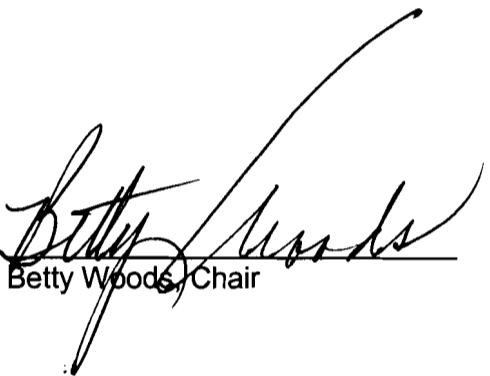
At 3:15 p.m. the Board returned to open meeting and took the following real estate action.

Trustee Sharpe, participating via conference phone, recused himself from participating in the vote and any discussion on the matter. It was confirmed that there was a quorum of the Board without Trustee Sharpe's vote.

MOTION 10-4-2003 Kevin Raymond moved that the Board of Trustees of Western Washington University delegates to the president authority to enter into a contract to lease, with an option to purchase, 7.78 acres of real property on Lincoln Street from Sterling Realty Organization Co. of Bellevue, Washington, for the term of three years for the amount of \$120,000 for the first year, \$180,000 for the second year, and \$216,000 for the third year; with the option of purchasing the property for the sum of \$2,650,000.

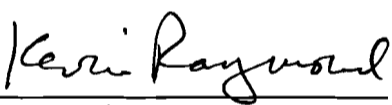
The motion passed unanimously.

The Board adjourned at 3:20 p.m.



Betty Woods, Chair

ATTEST:



Kevin Raymond
Kevin Raymond, Secretary

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WHEREAS, KAREN W. MORSE is committed to providing a learning environment that invigorates the intellectual engagement of students and instills a love of learning through support of programs that embrace a liberal arts core for all students and prepare them for living in a global and diverse environment, able to converse in a civil, ethical and intellectual manner; and

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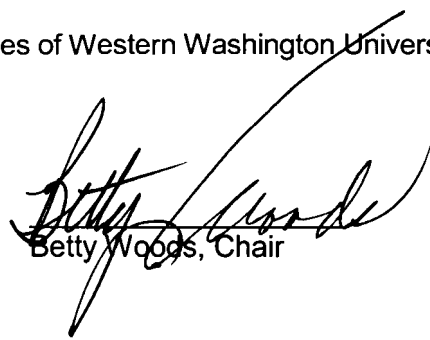
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BE IT THEREFORE RESOLVED by the Board of Trustees that PRESIDENT KAREN W. MORSE is hereby honored for a decade of outstanding service and dedication to Western Washington University.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 3, 2003.



Betty Woods, Chair

ATTEST:



Kevin Raymond, Secretary

SECRETARY'S CERTIFICATE

I, the undersigned, Secretary of the Board of Trustees of Western Washington University and keeper of the records of said Board, DO HEREBY CERTIFY:

1. That the attached Resolution No. 2003-07 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 3rd of October 2003, and duly recorded.
2. That said meeting was duly convened and held in all respects in accordance with law and, to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board of Trustees voted in the proper manner for the adoption of said Resolution; that all other requirements and proceedings incident to the proper adoption of said Resolution have been duly fulfilled, carried out and otherwise observed; and that we are authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the University this 3rd day of October 2003.



Kevin Raymond, Secretary