

**AGENDA
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
FRIDAY, JUNE 10, 2005**

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

1. EXECUTIVE SESSION - 8:30 a.m. (60 min.)

2. BOARD OF TRUSTEES - 9:30 a.m. (15 min.)

a) Recognition of Faculty & Staff

- William Demmert, Woodring College of Education

b) Resolutions:

- No. 2005 -03 Congratulating the WWU Women's Rowing Team (A)
- No. 2005 -02 Recognizing the Service of Board Member Maya Tomlin (A)

c) Consent Items:

- Approval of Minutes of the April 22, 2005 Meeting of the Board (A)
- Approval of Spring Quarter Degrees (A)
- UPC 2006-07 Contingency Plan (A)
- Consultant Contract for Design Services for the Ridgeway Delta Renovation (PW 491) (A)

3. ACADEMIC AFFAIRS - 9:45 a.m. - (70 min.)

- a)** Academic Presentation - *Research and Scholarship at Western*, Moheb Ghali, Dean of Graduate School and Bureau for Faculty Research (I)- (60 min)

BREAK FOR 10 MINUTES

- b)** Approval of 2005-06 Academic Self-Sustaining Program Fees (A)- (5 min.)

- c)** Strategic Planning Progress Report (I)- (5 min.)

4. PRESIDENT - Approx. 11:00 a.m. (60 min.)

- a)** 2005-2007 Operating and Capital Budgets - (45 min.)
- 2005-2007 Biennial Operating Budget Plan (A)
 - Establish 2005-2007 Academic Year Tuition Rates (A)
 - 2005-06 Annual Operating Budget (A)
 - 2005-2007 Capital Budget Allocation Plan (A)

- b) WWU Outdoor Sculpture Collection Proposal (A) - (5 min.)
- a) WWU Participation in Waterfront Planning (A) - (10 min.)

12:00 P.M. LUNCH IN SOLARIUM - Introduction of Presidential Scholar Award Recipients.

1:30 p.m.: RECONVENE IN OM 340

5. BUSINESS AND FINANCIAL AFFAIRS - (5 min.)

- * a) Major Capital Projects Status Report (I)
- * b) Housing and Dining System Bonds Sale Update (I)

6. STUDENT AFFAIRS - 1:35 p.m. - (40 min.)

- a) Degree Audit & Transfer Articulation Presentation (I)
- b) Mandatory Student Fees (A)
 - Technology Fee
 - Health Services Fee
 - Student Recreation Center Fee
 - Services and Activities Fee and Distribution
 - Renewable Energy Fee (effective Fall 2005)

7. EXTERNAL AFFAIRS

- * a) External Affairs Report (I)

8. UNIVERSITY ADVANCEMENT

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

9. FACULTY SENATE - 2:15 p.m. - (5 min.)

- a) Handbook language change to Article V. Executive Council, V.3 Duties: Executive Council Decides if there is Sufficient Evidence of a Grievable Action (A)

10. ASSOCIATED STUDENTS - 2:20 p.m. - (10 min.)

- a) Associated Students Update (I)

* Written Report
 (A) Action
 (I) Information

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
June 10, 2005**

CALL TO ORDER

Chair John Warner called the regular meeting of the Board of Trustees of Western Washington University to order at 8:34 a.m., June 10, 2005, in Old Main 340, Bellingham, Washington.

Chair Warner noted that Trustee Woods was connected by conference telephone and Trustee Madsen was absent due to a bicycle accident and was convalescing at home.

Board of Trustees

Kevin Raymond, Vice Chair
Phil Sharpe, Secretary
Maya Tomlin
John Warner, Chair
Betty Woods (via conference call)
Grace Yuan
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
Bob Frazier, Vice President for External Affairs
Shannon Hutchinson, Associated Students President
George Pierce, Vice President for Business and Financial Affairs
Elizabeth Sipes, Secretary to the Board of Trustees
Jim Stewart, Faculty Senate President

1. EXECUTIVE SESSION

At 8:40 a.m. Chair Warner announced that the Board would go into Executive Session for approximately one hour to discuss personnel and property matters.

The Board returned to open meeting at 9:35 a.m. with no action to report.

2. BOARD OF TRUSTEES

a) Recognition of Faculty and Staff

Dr. William Demmert, Woodring College of Education

Dr. Demmert has been a professor at Woodring College of Education for approximately ten years and specializes in the education of native peoples. He has a doctorate in education from Harvard and is a former commissioner of education for Alaska, a former U.S. deputy commissioner of education, and a former director of education in the U.S. Bureau of Indian Affairs.

Demmert received the "Lifetime Achievement Award" from the National Indian Education Association for his work nationally in helping to develop federal legislation for education of native students. The National Indian Education Association, which Demmert helped found in 1969, is the largest and oldest Indian education organization in the nation. The organization is committed to increasing educational opportunities and resources for American Indian, Alaska Native, and Native Hawaiian students while protecting their cultural and linguistic traditions.

Chair Warner presented Dr. Demmert with a Certificate of Congratulations. Demmert thanked the Board and Stephanie Salzman, Dean for Woodring College of Education, for their support.

b) Welcome New Associated Students President

Chair Warner introduced Shannon Hutchinson, Associated Students President for 2005-06. He also thanked former AS President Zommick for her contributions to the campus community.

c) Resolutions

Resolution No. 2005-03 Congratulating the Western Women's Rowing Team

Trustee Tomlin read Resolution No. 2005-03.

RESOLUTION NO. 2005-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
CONGRATULATING THE WESTERN WOMEN'S ROWING TEAM

WHEREAS, The Western Women's Rowing Team won the program's and school's first NCAA Division II national championship; and

WHEREAS, the Vikings' varsity eight and varsity four shells both won their grand final and qualifying heats at the NCAA II National Championships; and

WHEREAS, the Vikings' varsity eight shell was ranked No. 1 nationally in the US/Rowing/Collegiate Rowing Coaches Association Top 25 nearly all season long; and

WHEREAS, the Vikings won the NCAA II West Regional title for the second straight year with both the varsity eight and varsity four shells winning their respective races; and

WHEREAS, the Vikings' varsity eight and varsity four shells both placed fourth at the Western Intercollegiate Rowing Association Championships; and

WHEREAS, the Vikings' varsity eight placed first at the Northwest Collegiate Rowing Conference Championships; and

WHEREAS, varsity eight stroke Julia Gamache was named a first-team CRCA Pocock All-American for the second straight year and No. 6 seat Lindsay Mann-King for the first time; and

WHEREAS, John Fuchs was named Northwest Collegiate Rowing Conference Coach of the Year; and

WHEREAS, the team members distinguished themselves as students in the classroom as well as on the court throughout a rigorous schedule of events; and

WHEREAS, the entire team demonstrated fine sportsmanship and inspired youth to work hard, play well and enjoy athletic competition;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially recognizes the Western Women's Rowing Team for its unprecedented accomplishment and extends to the team the Board's gratitude and best wishes on behalf of the entire University community.

The resolution was adopted by acclamation.

President Morse commended Athletics Director Lynda Goodrich for her leadership and support for the team and Coach John Fuchs for his guidance and excellent coaching ability.

Resolution No. 2005-02 Recognizing the Service of Board Member Maya V. Tomlin

Trustee Raymond read Resolution No. 2005-02.

RESOLUTION NO. 2005-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
MAYA V. TOMLIN

WHEREAS, Maya V. Tomlin, of Tacoma, Washington, has served as a member of the Western Washington University Board of Trustees from August 2004 to May 2005; and

WHEREAS, Maya V. Tomlin has the distinction of being the seventh student appointed by the Governor to the Board of Trustees of Western Washington University; and

WHEREAS, Maya V. Tomlin, brought to the student trustee position leadership qualities developed during her four-year involvement in Western student government, including holding the office of Associated Students Vice President for Academic Affairs; and

WHEREAS, Maya V. Tomlin, dedicated time to the campus community in her work as an on-campus resident advisor and with Western's summer conference and guest housing programs, and as Associated Students Business Director; and

WHEREAS, Maya V. Tomlin has contributed her time and commitment to the University at considerable personal sacrifice while preparing to earn a Bachelor of Arts in Business Administration, Operations Management; and

WHEREAS, Maya V. Tomlin helped enhance the stature and future potential of Western Washington University through her participation as a member of the Board of Trustees in numerous activities and decisions affecting the University;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that Maya V. Tomlin 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.

MOTION 6-1-2005 Grace Yuan moved that the Board of Trustees of Western Washington University adopt Resolution No. 2005-02 Recognizing the Service of Board Member Maya V. Tomlin.

The motion passed unanimously.

President Morse thanked Tomlin for her service and presented her with a plaque and gift in appreciation of her contributions to the Board and campus community.

Trustee Tomlin said she is grateful to have been given a chance to attend Western and has been pleased with all her campus experiences. She thanked the Board and said she was glad to have had the opportunity to work with them and get to know them.

d) Consent Items

MOTION 6-2-2005 Betty Woods 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 April 22, 2005 Board of Trustees meeting.
- Approve the awarding of undergraduate and graduate degrees, on recommendation of the faculty and subject to the completion of any unmet requirements, to the candidates listed in the files of the registrar and graduate dean, for Spring Quarter 2005, effective June 11, 2005.
- Receive the 2006-07 Contingency Plan and recommendation of the University Planning Council as adopted by the Faculty Senate at its meeting of April 4, 2005.
- Award a consultant contract to CNJA of Everett, Washington, for a fee of \$144,420 (including reimbursables), to provide design services for the renovation of Ridgeway Delta (PW 491).

The motion passed unanimously.

Trustee Woods was disconnected from the meeting.

3. ACADEMIC AFFAIRS

a) Academic Presentation: *Research and Scholarship at Western*

Provost Bodman introduced Moheb Ghali, Vice Provost for Research and Dean of the Graduate School.

Dr. Ghali presented information on research and scholarship at Western. He said that it is essential for a quality education to involve students in research projects and team participation. By involving students in this way, they learn how to identify problems, how to pose the right questions, how to go about finding the right answers and communicate the answers to others. It also teaches them how to work in cooperative environments which prepares them for their future careers.

Ghali provided some examples of undergraduate student research projects for spring quarter:

- "Posters on the Hill" - In April 2005, the Counsel of Undergraduate Education, a national organization, held an event on Capitol Hill highlighting undergraduate research. Sixty posters from around the country were presented, three of which were from Western. Ghali said that no other state or university had three posters presented. Students presenting posters were: Brian Jeppesen (biochemistry), Sandlin Preecs (biochemistry), and Jordan Kaiser (engineering technology).
- History Honor Society - The regional meeting of the History Honor Society was held in April and of the three awards given, two were won by history undergraduates from Western: Serena Sprungle, Best Overall Paper; Chelsey Thomas, Best Undergraduate Paper.
- Scholars Week - During the fifth annual celebration of student scholarship, 243 undergraduate students presented their creative work, scholarship, and research in exhibits, seminars, poster sessions, and symposia. Twenty-eight departments and programs from all colleges sponsored events during this week and 88 faculty members mentored their research. Ghali noted that research is faculty time-intensive and Western's faculty are to be commended for the extra effort they make to mentor undergraduates in research.
- Alzheimer Society of Washington Award - This award was given to Sandin Preecs (biochemistry) in May 2005.
- Environmental Protection Agency STAR Graduate Fellowship - Shannon Point Marine Center student, Rachel Garcia, received this prestigious fellowship, an award of \$74,000 for two years.
- Vehicle Research Institute - In May 2005, the Vehicle Research Institute won 12 awards at the Tour de Sol national competition. The Viking 23, which is designed and built by Western students in engineering technology, is a biodiesel/electric hybrid that won six awards, and the Viking 32, which is a natural gas, electric hybrid won six awards in the same competition.

Ghali highlighted the award-winning research done by Western graduate students. The Western Association of Graduate Schools, with a membership of 95 universities in the 13 western states and the three Western Canadian Provinces, selects one master's thesis every year for a Distinguished Master Thesis Award. Three or four finalists are selected, and those theses are sent to two or three prominent experts in their field. Out of the past 12 years, Western theses were finalists in ten and have been awarded the Distinguished Master Thesis Award five times. Ghali said that no other university has won more than two of these awards.

Ghali discussed external funding for faculty research and faculty scholarly productivity, which includes publications, honors, and patents. He said that funding for faculty research can be an indication of how faculty expertise is judged by peers and how innovative their ideas are. Ghali said that funding provides a positive impact on the education of graduate and undergraduate students by providing an opportunity to work on research. The funding also provides for equipment and laboratories that students work in.

Dr. Ghali highlighted three faculty research projects:

- North Cascades and Olympic Science Partnership - Dr. George Nelson, professor of physics and director of the Science, Math and Technology Education Program, distributed a handout providing information on the North Cascades and Olympic Science Partnership. The partnership involves 28 school districts (including all districts in Skagit and Whatcom Counties and 13 districts on the Olympic Peninsula), WWU, Northwest Indian College, several community colleges, Washington LASER, and others. The program is funded

through a \$12 million, five-year grant from the National Science Foundation. The project's vision is to improve science literacy for all students in grades K-18.

- NSF Graduate Fellows in K-12 Education Program - Dr. Scott Linneman, associate professor of geology, provided an overview of the National Science Foundation Graduate Fellows in K-12 Education Program (GK-12). This program takes some of the top graduate students in the country and gives them prestigious fellowships to work with faculty in the schools. Western has chosen to work with middle schools in Whatcom and Skagit counties. The fellows spend 15 hours a week in the schools and are paired with science teachers. This added assistance in the schools allows instructors to better adopt and provide a new reform-based curriculum, which often can be difficult to implement.
- American Literature and American Pluralism - Dr. Bill Lyne, associate professor of English, provided information on the program funded by the National Endowment for the Humanities. The grant provides \$170,000 to conduct a summer institute for school teachers. The summer institute will be held on Western's campus for 30 high school teachers from around the country. The teachers will study new developments in the teaching of American literature, specifically Asian American, African American, and Native American literature.

Trustee Yuan thanked Dr. Ghali and the faculty for sharing this information with the Board. She said the interaction between Western and the communities we live in and the education of teachers are important links.

b) Academic Self-Sustaining Program Fees

Provost Bodman presented the academic self-sustaining fees for Extended Education Programs and other programs. Academic self-sustaining program fees include fees for Summer Session and a variety of extended education and other academic programs. The Board approved the 2005 Summer Session fees at the December 2004 Board meeting.

MOTION 6-3-2005 Trustee Raymond moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the 2005-06 Academic Self-Sustaining Program fee schedule as proposed in **Attachment 'A'**¹.

The motion passed unanimously.

c) Strategic Planning Progress Report

Provost Bodman reported that the Mission and Strategic Planning Task Force has met weekly since May 4. The committee has developed a Strategic Plan Grade Sheet to assist in evaluating various strategic action principles of the university. The provost distributed the grade sheet to Board members. From the assessment he noted that Western's principles of quality of academic programs, attention to student learning, and a quality learning environment are viewed as considerable strengths, with technology and student services also ranking high. He noted a moderate satisfaction with the diversity and community service categories. Provost Bodman said that the work of the task force would continue in fall, when the mission and vision statements would be reviewed. Once that has been completed, he said that the task force would begin the task of rewriting and revising the strategic plan.

President Morse asked about the baseline for the grading system. The provost said that the grading system attempts to reflect how the task force feels the university has done over the past eight years. Vice President Coughlin, a task force member, noted that the grades are impressionistic in nature and are not based on any benchmarks or review of data.

4. EXECUTIVE SESSION

At 10:40 a.m. Chair Warner announced that the Board would take a short break and go into Executive Session for approximately 30 minutes to discuss a personnel matter. Trustee Woods was connected by conference call.

At 11:30 a.m. the Board announced that it would continue to convene in Executive Session until noon and would reconvene in open meeting after lunch.

¹ Attachment 'A' includes technical corrections made subsequent to the June 10, 2005, Board of Trustees meeting.

At 1:30 p.m. the Board reconvened in Old Main 340. No action was reported from Executive Session.

5. PRESIDENT

a) 2005-2007 Operating and Capital Budgets

President Morse asked the Board members to consider Western's strategic initiatives as they assess budget proposals.

Paula Rustan, Executive Director for University Planning and Budgeting, reviewed the proposed 2005-2007 Biennial Operating Budget Plan, Academic Year Tuition Rates, and the 2005-06 Operating Budget.

Rustan said that there is a recommended 6 percent per year tuition rate increase for resident undergraduates, non-resident undergraduates, and resident graduates, and that no tuition increase is recommended for non-resident graduate students.

Rustan addressed staff compensation outlined in the proposed 2005-2007 Biennial Operating Budget Plan:

Classified Staff - The legislature and the Governor, as part of the state budget, signed into law funding increases to cover the collectively bargained agreements for classified staff: an increase of 3.2 percent effective July 1, 2005 and a 1.6 percent increase effective July 1, 2006 through June 30, 2007. In addition to the across-the-board salary increases, the legislature also appropriated funds for critical class adjustments under the 2002 Salary Survey; and the university operating budget includes an additional allocation for classified step increases.

Faculty and Exempt Staff - Faculty and exempt staff salary increases, including local fund enhancements, are proposed in the university annual budgets at a 4.5 percent increase in year one on September 1, 2005 and a 5 percent increase in year two on September 1, 2006. The increases reflect a combination of the legislatively approved increase (3.2 percent in year one plus 1.6 percent in year two) and enhancements recommended by the president. The enhancements would amount to 1.3 percent in year one and 3.4 percent in year two.

Faculty Salary Goals - Rustan noted that in 1999-00 President Morse initiated a Six-Year Faculty Salary Plan that was supported by the Board of Trustees. The plan called for a 5 percent salary increase per year over six years to enable faculty to reach the 75th percentile in compensation among our peer institutions. She said that for the first three years of that plan, 99-00 through 01-02, Western in partnership with the state was able to fulfill the plan commitments and steadily progress toward that goal. For the past three years of the plan, however, the state budget crisis prevented the state from appropriating funds to Western for increases. As a result, since 02-03, the plan has lagged behind the goals that were set by the Board and by the president. The 2005-2007 budget, with new financial commitments from the state plus the additions of salary enhancements from local funds, will help put Western's salary plan back on track to move toward faculty salary goals.

Additional Proposed Allocations - Rustan highlighted the following additional proposed allocations:

- \$250,000 in year two of the biennium for faculty equity and compression.
- \$100,000 in year two of the biennium for retention of faculty and exempt staff.
- \$494,532 for faculty promotion and tenure increases over the course of the biennium (\$164,844 in year one and \$329,688 in year two).
- Funding for 25.5 new tenure/tenure track FTE faculty positions over the biennium (10.5 FTE in year one plus an additional 15 FTE in year two).
- A proposed increase in operating funds for colleges and departments as well as for the library.
- Numerous allocations for all divisions of the university as detailed on the handout.

Chair Warner said the budget plan was consistent with priorities recommended by the Board to increase faculty compensation and to attract and retain quality faculty. He commended President Morse and the administration for creating a budget that meets the objectives established by the Board of Trustees.

Trustee Yuan said that she was disappointed in having to vote on a 6 percent tuition increase paired with a state budget reduction in the general fund, an action that undermines the full benefit of such an increase to the institution. She hopes that in the next biennium that we will

revisit this issue as we have done successfully in other years to ensure that tuition revenue collections fully benefit the institution.

MOTION 6-4-2005 Kevin Raymond moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve tuition rate increases for undergraduate resident students to the legislatively authorized level of 6 percent per year for the 2005-2007 biennium; for undergraduate non-resident students, a tuition rate increase of 6 percent per year for the 2005-2007 biennium; for resident graduate students a tuition rate increase of 6 percent per year for the 2005-2007 biennium; and no increase in tuition rates for non-resident graduate students in the 2005-2007 biennium.

AND, that the Board of Trustees of Western Washington University, upon recommendation of the President, receive the 2005-2007 biennial operating budget plan and approve a 2005-06 State Operating Budget of \$102,719,067, consisting of State Appropriations in the amount of \$60,054,000, and WWU tuition revenue of \$42,665,067.

The motion passed unanimously.

Vice President Pierce presented the 2005-2007 Capital Budget Allocation Plan.

MOTION 6-5-2005 Grace Yuan moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, accepts the 2005-2007 Capital Budget totaling \$89,453,246 comprised of \$16,001,244 in reappropriations and \$73,452,002 in appropriations, and approves the distribution by major categories.

The motion passed unanimously.

b) WWU Outdoor Sculpture Collection Proposal

President Morse presented a proposal to accept seven sculptural works from the Virginia and Bagley Wright Collection of Seattle. Sarah Clark-Langager, Director of the Western Gallery, provided a summary of the proposed gifts and outlined the siting process, maintenance, transportation and installation. President Morse said that the sculptures would be installed at different times over the next two to three years.

Trustee Yuan asked Clark-Langager to relay Western's appreciation for the Wright's generosity and support of the institution.

MOTION 6-6-2005 Grace Yuan moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the acceptance of seven sculptural works from the Virginia and Bagley Wright Collection: *Two-Part Chairs, Right Angle Version (a Pair)*, Scott Burton (designed 1983, fabricated 1987); *Selections from Truisms* (from the series *Abuse of Power*), Jenny Holzer (1987); *Normanno Column*, Beverly Pepper (1979-80); *Untitled*, Ulrich Ruckriem (1989); *Untitled*, Joel Shapiro (1980-81); *Mindseye*, Mark di Suvero (1978); *Untitled*, Meg Webster (1990).

The motion passed unanimously.

Chair Warner read the following statement from Virginia Wright taken from a letter she sent to Stephanie Bowers, Vice President for University Advancement:

It is my intention that this group be given to the University in honor of Karen Morse and Sarah Clark-Langager. Their leadership has made the sculpture at Western a world-class collection, one that I am proud to support. Without their presence at the school, I never would have considered the gift.

c) WWU Participation in Waterfront Planning

President Morse gave an overview of Western's proposal to work with the Port of Bellingham to develop a university presence on Bellingham's waterfront. She acknowledged the work of the WWU Waterfront Committee and provided a listing of 22 preliminary proposals for

consideration of a Western waterfront facility. She said that the committee would be meeting several times over the summer to focus on waterfront initiatives and, in the fall, the committee would begin the process of requesting more detailed proposals.

MOTION 6-7-2005 Phil Sharpe moved that the Board of Trustees of Western Washington University, upon recommendation of the president, endorses the University's efforts to work with the Port of Bellingham to plan for a University presence on Bellingham's waterfront.

The motion passed. Trustee Yuan abstained.

6. BUSINESS AND FINANCIAL AFFAIRS

a) Major Capital Projects Status Report

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

b) Housing and Dining System Bonds Sale Update

Vice President Pierce provided a written update on the Housing and Dining System Bonds Sale.

7. STUDENT AFFAIRS

a) Degree Audit and Transfer Articulation Presentation

Vice President Coughlin introduced a presentation on new administrative software for Curriculum Advising and Program Planning (CAPP). The software will provide a new level of support for students that will enable them to compare completed coursework with requirements of any given degree program. The software enables a Western student and academic advisor to match academic history with requirements and ascertain what requirements are outstanding. A Transfer Articulation software application will also be available in the Banner Student Information System that enables users to determine equivalents between Western's courses and courses transferred from other institutions of higher education.

Coughlin recognized staff involved with the project: Jerry Boles, Vice Provost for Information and Telecommunication Services; Karen Copetas, Director of Admissions; Joe St. Hilaire, Registrar; Susanna Yunker, Assistant Vice President for Student Affairs. Coughlin introduced the presenters, Cindy MacLean, Registrar's Office; Karen McMains, Office of Admissions; and Linda Luke, Registrar's Office.

MacLean provided information on the features and benefits of the new software system and discussed advantages of the Transfer Articulation application. She highlighted an option in the program called "What If." This option allows a student to generate a degree evaluation for any major. For example, a student who is undecided between two majors can compare requirements for each and quickly see how each of the requirements fit with his or her coursework. This tool will have additional benefits for transfer students, especially those with associates' degrees from Washington State community colleges. This tool will reduce guesswork, encourage earlier advising, provide more complete information, and reduce the time to degree. As part of this project, an additional web-based tool will be added that will provide degree-planning information before students transfer to Western. MacLean said that access to the degree evaluation report would begin winter quarter 2006.

McMains said that Western was the first university in Washington State to accept electronic transcripts and the first to directly upload them into transfer articulation tables. Online images of these transcripts are made available to faculty and advisors campus wide and plans are to scan the remaining paper transcripts and make them available online as well.

Linda Luke gave a demonstration of what a student would view when logged into Western's Web4U site.

Trustee Raymond asked about the possibility of error as it pertains to the equivalency requirements between institutions. MacLean said that Western's academic areas are currently reviewing equivalencies and approving them as discussions occur between each area.

Trustee Yuan said that she would like to see waiver language at the bottom of the web site or when the student logs in that would state the terms and conditions of the site and note that the information should be used as a planning tool and not relied upon to provide a final evaluation.

Vice President Coughlin agreed to include legal language at the site. She noted that the risk of misinformation given out would likely be less than the risk in the current system in which many tasks are performed by hand.

b) 2005-06 Mandatory Student Fees

Vice President Coughlin presented the 2005-06 mandatory student fees. She explained that the Renewable Energy Fee is a new fee and that due to a sunset clause the Technology Fee is being brought forward to be extended and increased by \$2. She said the other fees are existing fees for which there are formal processes to determine fee schedules.

Chair Warner commended the administration for negotiating a good price on renewable energy.

MOTION 6-8-2005 Maya Tomlin moved that the Board of Trustees of Western Washington University, upon the recommendation of the president, approve the following 2005-06 mandatory student fees and effective dates as articulated in the attached documents: Technology Fee, Health Services Fee, Student Recreation Fee, Services and Activities Fees, and the new Renewable Energy Fee (effective fall 2005). See **Attachment 'B'**.

The motion passed unanimously.

8. EXTERNAL AFFAIRS

a) External Affairs Report

Vice President Frazier presented a written report on the recent activities of External Affairs.

9. UNIVERSITY ADVANCEMENT

a) Development Report

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

b) Alumni Relations Report

Vice President Bowers provided a written report on the university's Office of Alumni Relations. She also distributed the Alumni Career Directory, which contains contact information of approximately 1,000 WWU alumni who have volunteered to assist current students and recent graduates with their career searches. She said that the first edition would be presented to graduating seniors at the June commencement.

10. FACULTY SENATE

a) Faculty Handbook Language Change to Article V, Executive Council

President Morse said that this would be Faculty Senate President Stewart's last Board meeting for the 2005-06 academic year.

Stewart provided a review of Faculty Senate events that occurred during the past year. He said that there had been give and take between the Senate and the administration on policy issues, and as a result of negotiations a revised tenure and promotion policy and revised grievance policy had been adopted by the Senate. He noted that the grievance policy establishes a position of Ombuds and that the Senate appointed Kathleen Kennedy, professor of history, to the new position. Stewart said that during the past year the Senate had discussions with the president and provost concerning faculty involvement in performance evaluations of high-level administrators. He said the Senate looks forward to strengthening the faculty role in the evaluation of deans, provosts, vice provosts, and perhaps the president.

Stewart commented on the new budget. He said that the Senate directed members of the Executive Council to work toward two goals: The first is to improve faculty salary levels and the second is to improve student/faculty ratio. He said that faculty are pleased that the new budget serves both of these goals. He said an issue that may be addressed by the Senate in the future would be on parking and transportation.

Stewart said that serving as Senate President has been a good experience and he has appreciated working with the president and provost and the Board of Trustees.

Chair Warner said that the Board has appreciated Stewart's participation and thanked him for his work.

Stewart presented a motion to amend the Faculty Handbook, which would revise Article V, Executive Council, to be consistent with the recent changes to the Faculty Grievance Policy.

MOTION 6-9-2005 Kevin Raymond moved that the Board of Trustees of Western Washington University amend Article V.3. of the Faculty Handbook to include new language consistent with the recent changes to the Faculty Grievance Policy. (New language is available in the Faculty Senate Office.)

The motion passed unanimously.

11. ASSOCIATED STUDENTS


a) Associated Students Update

Vice President Coughlin welcomed Shannon Hutchinson in her new role as Associated Students President.

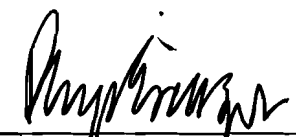
Hutchinson provided information on the 2005 Associated Students election. She said this was the first year that online voting was provided to students. Students also had the option of voting by paper ballot with voting stations set up in Red Square. Statistics from the online voting process showed that the majority of students voted on the first day and that the time period of 6 p.m. to midnight was the most active time period. Hutchinson said that the AS plans to continue to provide online voting in future years.

Chair Warner noted that the Board did not discuss the Sarbanes-Oxley handout, which was distributed to trustees for their review at the April meeting. He said that he had received feedback from Trustee Woods and that he would follow up with President Morse.

The Board adjourned at 2:33 p.m.


John D. Warner, Chair

ATTEST:


Philip E. Sharpe, Jr., Secretary

WESTERN WASHINGTON UNIVERSITY
2005 – 2006
Other Academic Program Fees

ATTACHMENT 'A'
As approved by the Board of Trustees
June 10, 2005
With subsequent technical corrections highlighted

Fund Department	Course #	Title	2004-05 Fee	2005-06 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
<u>Academic Affairs</u>								
20033 Foreign Studies Course		Application Fee	58.00	60.00	2.00	3.4%	Increase to Fee	7/1/2005
20033		Application Fee for Non-WWU Students	105.00	105.00		.0%		7/1/2002
20033		Concurrent Enrollment Fee	185.00	196.00	11.00	5.9%	Increase to Fee	7/1/2005
20033		Incoming Student - Per Quarter	Variable	Variable				7/1/2002
20033		SEVIS Compliance Fee	100.00 Annual	100.00 Annual		.0%		7/1/2003
22041 Int'l English Lang Institute		Application Fee	50.00	50.00		.0%		7/1/2004
22041		Student Fee Per Quarter	1,968.00	2,065.00	97.00	4.9%	Increase to Fee	7/1/2005
22041		Summer Tuition	1,800.00	1,875.00	75.00	4.2%	Increase to Fee	7/1/2005
24050 Community Colleges Programs		Graduate Course	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
24050		Materials Fee	Variable	Variable				7/1/2001
24050		Undergraduate Course	159.00	168.00	9.00	5.7%	increase to Fee	7/1/2005
25103 Human Services		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25103		Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25103		Special Course Fee	Variable	Variable				7/1/2001
25103		Undergraduate Course Workshop	159.00 per credit	168.00 hour	9.00	5.7%	Increase to Fee	7/1/2005
25104 Elementary Education		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25104		Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25104		Special Course Fee	Variable	Variable				7/1/2001
25104		Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25105 Secondary Education		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004

Other Academic Program Fees

Fund	Department	Course #	Title	2004-05 Fee	2005-06 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25105	Secondary Education		Graduate Course/Off-Campus Program	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25105			Individual Credit Option	48.00	48.00		.0%		7/1/2001
25105			Special Course Fee	Variable	Variable				7/1/2001
25105			Undergraduate Course/Off-Campus Program	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25106	Adult & Higher Education		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25106			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25106			Special Course Fee	Variable	Variable				7/1/2001
25106			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25107	Education Administration		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25107			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25107			Special Course Fee	Variable	Variable				7/1/2001
25107			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25108	MA in Rehabilitation Counseling		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25108			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25108			Special Course Fee	Variable	Variable				7/1/2001
25108			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25109	Teaching English to Speakers of Other Languages		Credit Option	48.00 per contract	48.00 per contract		.0%		7/1/2001
25109			Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25109			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25109			Special Course Fees	Variable	Variable				7/1/2001
25109			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25110	Vehicle Design		Credit Option	48.00 per contract	48.00 per contract		.0%		7/1/2001
25110			Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004

Other Academic Program Fees

Fund	Department	Course #	Title	2004-05 Fee	2005-06 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25110	Vehicle Design		Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25110			Special Course Fee	Variable	Variable				7/1/2001
25110			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25111	Communication Sciences & Disorders		Credit Option	48.00 per contract	48.00 per contract		.0%		7/1/2001
25111			Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25111			Graduate Course Workshops	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25111			Special Course Fee	Variable	Variable				7/1/2001
25111			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25112	Huxley College		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25112			Lab Fee	Variable	Variable				7/1/2004
25112			Undergraduate Course Workshop	154.00 per credit	163.00 per credit	9.00	5.8%	Increase to Fee	7/1/2005
25113	MIMSUP - Shannon Point Marine Center		Special Course Fee	Variable	Variable				7/1/2001
25113			Undergraduate course Workshop	273.00 per credit	273.00 per credit		.0%		7/1/2003
25114	Professional Certificate		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25114			Graduate Course Workshop	Variable	Variable				7/1/2002
25114			Special Course Fee	Variable	Variable				7/1/2001
25114			Undergraduate Course Workshop	Variable	Variable				7/1/2002
25115	Off-Campus Student Teaching		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25115			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005
25115			Special Course Fee	Variable	Variable				7/1/2001
25115			Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25116	Special Education		Extended Student Services Fee	6.00 per credit	6.00 per credit		.0%	Wasn't listed in 05 fee	7/1/2005
25116			Graduate Course Workshop	199.00 per credit	211.00 per credit	12.00	6.0%	Increase to Fee	7/1/2005

Other Academic Program Fees

Fund	Department	Course #	Title	2004-05 Fee	2005-06 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25116	Special Education		Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
25201	Summer Session Overhead		Registration Fee - In-State	50.00 per student	50.00 per student		.0%		7/1/2001
25201			Registration Fee - Out-of-State	50.00 per student	50.00 per student		.0%		7/1/2004
25202	Summer Session - FTE Classes-Even		Graduate Course Workshop-Non Resident	173.00 per credit	173.00 per credit		.0%		7/1/2004
25202			Graduate Course Workshops-Residents	163.00 per credit	163.00 per credit		.0%		7/1/2004
25202			Individual Credit Option	48.00	48.00		.0%		7/1/2001
25202			Special Course Fee	Variable	Variable				7/1/2001
25202			Undergraduate Course Workshop-Non Resident	126.00 per credit	126.00 per credit		.0%		7/1/2004
25202			Undergraduate Course Workshop-Residents	116.00 per credit	116.00 per credit		.0%		7/1/2004
25203	Summer Session - FTE Classes		Graduate Course Workshop-Non Resident	173.00 per credit	173.00 per credit		.0%		7/1/2004
25203			Graduate Course Workshop-Resident	163.00 per credit	163.00 per credit		.0%		7/1/2004
25203			Individual Credit Option	48.00	48.00		.0%		7/1/2001
25203			Special Course Fee	Variable	Variable				7/1/2001
25203			Undergraduate Course Workshop-Resident	126.00 per credit	126.00 per credit		.0%		7/1/2004
25203			Undergraduate Course Workshop-Resident	116.00 per credit	116.00 per credit		.0%		7/1/2004
25204	Summer Session Enrichment Workshops Even		Graduate Course Workshops-Non Resident	173.00 per credit	173.00 per credit		.0%		7/1/2004
25204			Graduate Course Workshops-Resident	163.00 per credit	163.00 per credit		.0%		7/1/2004
25204			Individual Credit Option	48.00	48.00		.0%		7/1/2001
25204			Special Course Fee	Variable	Variable				7/1/2001
25204			Undergraduate Course Workshop-Non Resident	126.00 per credit	126.00 per credit		.0%		7/1/2004
25204			Undergraduate Course Workshop-Resident	116.00 per credit	116.00 per credit		.0%		7/1/2004
25205	Summer Session Enrichment Workshops Odd		Graduate Course Workshops-Non Resident	173.00 per credit	173.00 per credit		.0%		7/1/2004
25205			Graduate Course Workshops-Resident	163.00 per credit	163.00 per credit		.0%		7/1/2004

Other Academic Program Fees

Fund Department	Course #	Title	2004-05 Fee	2005-06 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25205 Summer Session Enrichment Workshops Odd		Individual Credit Option	48.00	48.00		.0%		7/1/2001
25205		Special Course Fee	Variable	Variable				7/1/2001
25205		Undergraduate Course Workshop-Non Resident	126.00 per credit	126.00 per credit		.0%		7/1/2004
25205		Undergraduate Course Workshop-Resident	116.00 per credit	116.00 per credit		.0%		7/1/2004
25302 Space Available for Non-Matriculated Students		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25302		SPAN Program	159.00 per credit	159.00 per credit		.0%		7/1/2003
25304 Independent Learning		Correspondence	93.00	95.00	2.00	2.2%	Increase to Fee	7/1/2005
25304		Correspondence Registration Fee	20.00	20.00		.0%		7/1/2000
25304		Enrollment Renewal Fee	35.00	35.00		.0%		7/1/2001
25304		Videotape Course Fee	29.00	29.00		.0%		7/1/2001
25304		Videotape Refundable Deposit Fee	30.00	30.00		.0%		7/1/2000
25306 Professional Development		Extended Student Service Fee	6.00 per credit	6.00 per credit		.0%		7/1/2004
25306		Graduate Course Workshop	199.00 per credit	210.00 per credit	11.00	5.5%	Increase to Fee	7/1/2005
25306		Individual Credit Option	48.00 per credit	48.00 per credit		.0%		7/1/2002
25306		Online Non-program Course Workshop	150.00 per credit	120.00 per credit	(30.00)	(20.0%)	decrease to Fee; not listed	7/1/2005
25306		Special Course Fee	Variable	Variable				7/1/2000
25306		Undergraduate Course Workshop	159.00 per credit	168.00 per credit	9.00	5.7%	Increase to Fee	7/1/2005
45602 Non-Credit Certificate Programs		Certificate Programs Fee	Variable	Variable				7/1/2001
45604 Conference Services		Conferences	Variable	Variable				7/1/1990
45606 Youth Programs		Youth Programs Fee	Variable	Variable				7/1/2001
45607 Academy for Lifelong Learning		Annual Membership Dues - additional person at household	45.00	45.00		.0%		7/1/2001
45607		Annual Membership Dues -1st for household	65.00	65.00		.0%		7/1/2001
45608		ALL Course Fees	Variable	Variable				7/1/1998

ATTACHMENT 'B'

2005-06 MANDATORY STUDENT FEES

2005-06 STUDENT TECHNOLOGY FEE

Proposed Fee & Effective Dates: The Associated Students Board recommends an increase in the Student Technology Fee to \$17 per quarter, effective Fall Quarter 2005 for a period of four years (through Summer Quarter 2010.) The funds collected from the additional \$2 per quarter during the academic year will specifically assist with the funding of continued operation of the Student Technology Center, which is operational during the academic year. As in previous years, the fee is imposed upon students enrolled in six (6) or more credits on the main campus and authority is delegated to the President to make expenditures through such processes he or she may establish for the purpose of providing students with access to computers and other forms of technology. Western Washington University contributes no less than \$150,000 annually.

The Student Technology Fee 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. Students support the fee, provided that the University continues to contribute to the fund and that efforts to procure state-allocated funding support continue and remain a priority.

The Student Technology Fee will generate approximately \$645,000 annually (approximately \$72,000 for the Student Technology Center (STC) and approximately \$573,000 for other projects). The University will contribute \$150,000 making the total available for allocation approximately \$795,000 annually (\$72,000 for the STC and \$723,000 for other projects).

Student Technology Center - Budget and Student Usage

Use of the Student Technology Center has grown steadily over the last year since its inception and will continue to increase as awareness of the Center spreads. The AS Board supports funding this program in order to expand services (increase student staffing levels) and to increase marketing. Approximately 70% of the budget goes to fund a graduate student supervisor/trainer plus nearly 2300 student employee mentor/trainer hours. Approximately 13% of the budget is targeted for software and hardware upgrades and replacement as well as new innovative equipment identified by student surveys. Academic Technology and User Services (ATUS) provides in-kind support through existing staff (supervision of the Center at a value of approximately \$110,000.) ATUS is responsible for operating the Center within the dollars made available by the \$2 per student per academic year quarter.

2005-06 STUDENT HEALTH SERVICES FEE

Proposed Fee Increase: Counseling, Health and Wellness Services proposes an increase in the Student Health Services Fee from \$54 to \$56.50 per quarter for 2005-06, effective Fall Quarter 2005 through Summer Quarter 2006 and imposed upon students enrolled in six (6) or more credits on the main campus.

The Counseling Health and Wellness Services Committee (comprised of students, faculty and staff) reviewed the Fiscal Year 2005 and 2006 self-sustaining budgets and voted to recommend the \$56.50 per quarter fee for FY06. The fee increase proposal was presented to the Associated Students Board, who also voted to recommend the increase to \$56.50 per quarter.

Executive Budget Summary

The proposed fee increase will maintain existing services as it will be primarily used to offset significant increases in personnel costs. Programmatic additions are limited to establishing a permanent RN position to allow full utilization of the Health Center. CHW is prepared to absorb any increases in non-personnel related operational expenses.

Revenues

The \$2.50 increase is a 4.63% increase and will generate an estimated \$154,200 in additional revenue. Of the \$154,200 in additional revenue, \$56,700 would be attributed to increased enrollment and \$97,500 would be the result of the proposed fee increase

Expenses

The \$154,200 increase in revenues will cover increased expenses relating to:

- 3.2% classified and exempt staff salary increase and associated benefit costs (\$50,600) (Note: If a 4% salary increase is approved for exempt staff, the additional impact to the budget will be approximately \$9,000)
- An estimate 12% increase to employer paid health care (\$28,900)
- RN II position at Health Center (\$46,000)
- Other personnel adjustments – reclassifications, upgrades & step increases for FY05 actions (\$24,200)
- Other operational costs - Increase to cost of Licensing & Support for Electronic Medical Records/Billing System (\$4,500)

2005-06 STUDENT RECREATION FEE

Proposed Fee Increase: The Campus Recreation Advisory Group (an S&A Committee) proposes an increase in the Student Recreation Fee from \$85 to \$89 for 2005-06, effective Fall Quarter 2005 through Summer Quarter 2006 and imposed upon students enrolled in six (6) or more credits on the main campus.

The Campus Recreation Advisory Group (comprised of students, faculty and staff) reviewed the Fiscal Year 2005 and 2006 self-sustaining budgets and voted to recommend the proposed \$89 per quarter fee for 2005-06. This fee funds the bond debt and current operations of the Wade King Student Recreation Center.

The maximum fee increase allowed per RCW is the increase in undergraduate resident tuition for 2005-06 (proposed to be 6%). The proposed fee increase for the Student Recreation Fee is 4.7%.

Thirty-five percent (\$57,800) of the \$165,000 in increased student fee revenue is required to fund a scheduled increase in the bond debt payment. The remaining increased revenues are required to meet operating expense increases as noted below.

Revenue and Expense Projections

The \$4 per quarter increase in the Student Recreation Fee from \$85 to \$89 per quarter equates to \$29.67 per month or \$267 per academic year. It is projected to generate \$165,000 in increased net fee revenue (including enrollment growth and a reduction for lower levels of over enrollment). Other revenues are projected to increase by \$17,000, or 4.5% (memberships, class fees, rentals & other programming).

The total projected revenue increase of \$182,000 will fund the following major expense components:

- A \$57,800 increase in the scheduled annual bond debt payment.
- A \$98,000 increase in payroll and benefits (includes the 3.2% salary increase for classified and exempt staff)
- A \$26,500 increase in maintenance and utilities (includes increased utility costs as well as a pass through of facilities management salary & benefits increases)

Reserve Funds

- As planned and budgeted, \$150,000 will be transferred from the Operating Fund to the Long Term Repair & Replacement Reserve Fund at the end of 2004-05, giving the

Reserve a balance of \$440,000 as of June 30, 2005. In 2005-06, \$150,000 will again be transferred. Beginning in 2006-07, \$200,000 per year will be transferred each year to meet the facility's schedule for long term major maintenance and replacement (roof replacement, etc.) As per bond covenant, the level of this transfer is reviewed every five years.

- The Operating Fund's ending balance at June 30, 2005 is anticipated to be \$500,000. A portion of this balance is summer fees collected prior to expenses being paid. This fund balance functions both as an operating reserve for a budget that can be volatile (e.g. utility & maintenance costs) and as a source of funds for replacement of equipment. The fund balance has been planned at this level while an internal assessment is in process to determine the level of need for equipment replacement. (Equipment is anticipated to be replaced at a more aggressive rate than originally planned due to high usage rates.)

Usage Patterns

Student usage of the facility has continued to grow.

- There have been 14,650 members during the September 2004 to May 2005 timeframe (including students, faculty, staff & affiliates), compared with 13,008 for 2003-04. Approximately 79% of students paying the mandatory fee use the facility.
- The total number of "turns through the turnstile" has been 374,365 to date for the academic year 2004-05 compared with 309,897 at this time last year.
- Average daily usage has been 1,562 compared to 1,277 the previous year. Peak usage in one day has grown to 3,100 compared to 2,900 the previous year.
- Summer usage for 2004 averaged 258 per day, for a total of 23,510 "turns through the turnstile." This was the first summer that the Center was in operation.

2005-06 SERVICES & ACTIVITIES FEE

Proposed Fee and Distribution: The Services and Activities (S&A) Fee Committee recommends increasing the 2005-2006 academic year and Summer 2006 Services & Activities Fee by 6% as allowed by the Legislature (effectively 4.8% on the entire fee), and recommends approval of the distribution of the fees for the 2005-06 academic year and Summer 2005 as outlined.

S & A Fee Committee Process and Summary

The S & A Fee Committee operates under the authority of RCW 28B.15.045 and makes recommendations on the S & A Fee level and distribution of fees to the following constituent groups:

- Housing & Dining
- Associated Students
- Athletics
- Campus Recreation
- Department Related Activities (DRAC)

In concert with the RCW, the Committee is comprised of 15 members, nine voting and six non-voting. The voting members include one faculty member and eight students representing the constituent groups. The non-voting members include staff advisors from each constituent group and a designee of the Vice President for Student Affairs who serves as Chair.

The S & A Fee Committee follows an established annual process to prepare its recommendations on the distribution of S & A fees. This process includes the review of budget requests for each constituent group and an open hearing process to provide for input from members of the campus community. The committee is required by policy to maintain a \$10,000 reserve. Maximum allowed fee increases for academic year S& A Fees are limited by RCW to the percentage increase for undergraduate tuition.

2005-2006 Academic Year Recommendation

The S&A Committee is recommending raising the fee by the maximum of 6% as allowed by the Legislature, and is recommending the same percentage split as last year. Per RCW, the rate increase may only apply to the portion of the S & A Fee not already pledged to bond debt (\$32

per quarter per full-time student and \$6.40 per quarter per part-time student.) Therefore, the "effective" percentage increase for the 2005-2006 year is 4.8%.

The impact of salary and benefit cost increases as well as travel expenses warrant an increase to the maximum allowed (the rate of increase of undergraduate tuition.) The recommended \$10,000 one-time allocation to Housing & Dining is to expand the evening shuttle service.

2004-2005	2005-2006
<u>Actual</u>	<u>Actual</u>
\$421/year	\$441/year

**Proposed S & A Fee Distribution
2005-2006 Academic Year**

- I. 3.5% distributed to the Student Loan Fee as required by law.
- II. Music Copyright Fee to be allocated in the amount of \$8507.
- III. Housing & Dining to receive minimums as required by bond covenants for debt service. This amounts to \$32.00 per quarter per full-time student and \$6.40 per quarter per part-time student.
- IV. Housing & Dining to receive \$10,000 to expand the evening shuttle service.

2004-2005 Actual	2005-2006 Proposed	
<u>Constituency</u>	<u>Percentage Split</u>	<u>Percentage Split</u>
Associated Students	50.52%	50.52%
Athletics	25.47%	25.47%
Campus Recreation	6.92%	6.92%
Department Related Activities	17.09%	17.09%

<u>Constituency</u>	2004-2005 <u>Actual Distribution</u>	2005-2006 <u>Proposed Distribution</u>
Associated Students	\$1,724,311	\$1,796,000
Athletics	\$ 869,323	\$ 905,000
Campus Recreation	\$ 236,188	\$ 246,000
Department Related Activities	<u>\$ 583,303</u>	<u>\$ 607,000</u>
Total	\$3,413,125	\$3,554,000

Summer 2005 & 2006 Recommendations

The committee is recommending the same percentage split as last year; constituent groups demonstrated similar levels of need. As approved by the Board of Trustees in June 2002, the rate of increase for summer S & A Fees follows the rate of increase for the academic year. Thus, the proposed rate of increase for Summer 2006 is 6%, increasing the rate per credit from \$9.42 per credit to \$9.98 per credit.

<u>Actual Fee</u>	<u>Proposed Fee</u>
<u>Summer 2005</u>	<u>Summer 2006</u>
\$9.42 per credit	\$9.98 per credit

**Proposed S & A Fee Distribution
Summer 2005**

The Board approved the Summer 2005 rate of \$9.42 per credit in June 2004. It is proposed that Summer 2005 S & A Fees be split on a percentage basis after Housing & Dining receives \$32.00 per full-time student and \$6.40 per part-time student.

<u>Constituency</u>	2004 Actual <u>Percentage Split</u>	2005 Proposed <u>Percentage Split</u>
Associated Students	60.45%	60.45%
Campus Recreation	11.17%	11.17%
Department Related Activities	28.38%	28.38%

<u>Constituency</u>	<u>Summer 2004 Actual Distribution</u>	<u>Summer 2005 Proposed Distribution</u>
Housing & Dining	\$ 51,430	\$ 51,430
Associated Students	\$109,280	\$122,750
Campus Recreation	\$ 20,193	\$ 22,682
Department Related Activities	<u>\$ 51,305</u>	<u>\$ 57,628</u>
Total	\$232,208	\$254,490

2005-06 RENEWABLE ENERGY FEE

Proposed Fee: Based on negotiations with Puget Sound Energy (PSE), the university proposes a Renewable Energy Fee of \$1.05 per credit for students on the main campus with a maximum of \$10.50 per quarter for students enrolled for 10 or more credits. The fee would be effective Fall Quarter 2005 through Summer Quarter 2006.

A student initiative supporting a student fee for purchase of renewable energy passed in Spring 2004 by 85%, a significant majority. The initiative stated a maximum fee level of \$19 per quarter for full-time students.

Negotiation Renewable Energy Rate and Calculated Fee Level

WWU's Facilities Management has negotiated a rate of one cent per kilowatt hour for purchase of energy from renewable sources through Puget Sound Energy (PSE.) Energy usage by the university is projected to be 34,500,000 to 35,500,000 kilowatt hours for 2005-06. These negotiations along with university projections of energy usage indicate that a fee level of \$1.05 per credit (with a maximum of \$10.50 per quarter for students taking 10 credits or more) will be sufficient to fund renewable energy for 2005-06, generating approximately \$355,000 (net of waivers).

This fee level will be reviewed at the end of year one, and may be renewed for up to four years with appropriate annual adjustments in the level of the fee based on projected costs for renewable energy. If the cost of renewable energy declines after year one, the fee would be reduced based on projected costs of renewable energy. If the cost of renewable energy increases after year one, the fee would increase, but the total would not be more than the \$19 per quarter approved through the original student initiative.

Provisions for Fee Revenues Above or Below the Actual Cost of Renewable Energy

If at any time the cost of renewable energy exceeds the available dollars, the University will purchase the additional energy without respect to renewable sources. If fee revenue collections exceed the actual cost of purchasing renewable energy for each year, the additional funds would either be held in reserve for potential future year shortages, or be allocated to fund one-time projects that would begin producing small amounts of alternative energy for the campus (e.g. solar cell power) or would create energy conservation and sustainability programs. These decisions would be made with the involvement of student representatives.

Once the university learned that the level of the fee would be so much lower than the maximum set in the student initiative, discussions were held with the President of the Associated Students and in turn with the Students for Renewable Energy as to whether they would want to support a fee level slightly higher than the \$10.50 required (perhaps \$13 or so) in order to fund projects that would decrease the university's energy usage or produce its own renewable energy. There was solid support from these students, as the projects are in the spirit of the initial initiative. However, this topic deserves more discussion with students on a broader scale and is not being proposed for 2005-06. If discussions indicate support, a proposal may be brought to the Board of Trustees in the future to set the fee level at an amount higher than the level required for purchase of renewable energy so that such projects could be funded.

RESOLUTION NO. 2005-02

A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
MAYA V. TOMLIN

WHEREAS, MAYA V. TOMLIN, of Tacoma, Washington, has served as a member of the Western Washington University Board of Trustees from August 2004 to May 2005; and

WHEREAS, MAYA V. TOMLIN has the distinction of being the seventh student appointed by the Governor to the Board of Trustees of Western Washington University; and

WHEREAS, MAYA V. TOMLIN, brought to the student trustee position leadership qualities developed during her four-year involvement in Western student government, including holding the office of Associated Students Vice President for Academic Affairs; and

WHEREAS, MAYA V. TOMLIN, dedicated time to the campus community in her work as an on-campus resident advisor and with Western's summer conference and guest housing programs, and as Associated Students Business Director; and

WHEREAS, MAYA V. TOMLIN has contributed her time and commitment to the University at considerable personal sacrifice while preparing to earn a Bachelor of Arts in Business Administration, Operations Management; and


WHEREAS, MAYA V. TOMLIN helped enhance the stature and future potential of Western Washington University through her participation as a member of the Board of Trustees in numerous activities and decisions affecting the University;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that MAYA V. TOMLIN 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 10, 2005.


John D. Warner, Chair

ATTEST:



Philip E. Sharpe, Jr., 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 above Resolution No. 2005-02 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 10th of June 2005, 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 10th day of June 2005.


Philip E. Sharpe, Jr., Secretary

RESOLUTION NO. 2005-03
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
CONGRATULATING THE WESTERN WOMEN'S ROWING TEAM

WHEREAS, The Western Women's Rowing Team won the program's and school's first NCAA Division II national championship; and

WHEREAS, the Vikings' varsity eight and varsity four shells both won their grand final and qualifying heats at the NCAA II National Championships; and

WHEREAS, the Vikings' varsity eight shell was ranked No.1 nationally in the US/Rowing/Collegiate Rowing Coaches Association Top 25 nearly all season long; and

WHEREAS, the Vikings won the NCAA II West Regional title for the second straight year with both the varsity eight and varsity four shells winning their respective races; and

WHEREAS, the Vikings' varsity eight and varsity four shells both placed fourth at the Western Intercollegiate Rowing Association Championships; and

WHEREAS, the Vikings' varsity eight placed first at the Northwest Collegiate Rowing Conference Championships; and

WHEREAS, varsity eight stroke Julia Gamache was named a first-team CRCA Pocock All-American for the second straight year and No.6 seat Lindsay Mann-King for the first time; and

WHEREAS, John Fuchs was named Northwest Collegiate Rowing Conference Coach of the Year; and

WHEREAS, the team members distinguished themselves as students in the classroom as well as on the court throughout a rigorous schedule of events; and

WHEREAS, the entire team demonstrated fine sportsmanship and inspired youth to work hard, play well and enjoy athletic competition;

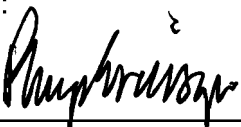
NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially recognizes the Western Women's Rowing Team for its unprecedented accomplishment and extends to the team the Board's gratitude and best wishes on behalf of the entire University Community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on June 10, 2005.



John D. Warner, Chair

ATTEST:



Philip E. Sharpe, Jr., 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 above Resolution No. 2005-03 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 10th of June 2005, 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 10th day of June 2005.



Philip E. Sharpe, Jr., Secretary