

AGENDA
BOARD OF TRUSTEES
October 8, 1999
BELLINGHAM, WASHINGTON

FRIDAY, October 8

8:30 a.m.

1. COMMITTEE OF THE WHOLE

- a) Overview of Viking Union Renovation (I)
- b) Student Auxiliary Capital Plan (I)

2. CONSENT ITEMS

- a) Approval of Minutes of the August 6, 1999, Regular Meeting of the Board (A)
- b) Consultant Contract for Ridgeway Residence Hall A Design Services (A)
- c) Consultant Contract for Faculty Office Space Renovation Project - Bond Hall (A)
- d) Consultant Contract, Fairhaven Kitchen Upgrade Design Services (PW322) (A)

3. REMARKS FROM THE PRESIDENT

4. ACADEMIC AFFAIRS

10:00 a.m. Academic Presentations

Technology and the Complete Western Student
Haggard Hall 345

11:15 a.m. EXECUTIVE SESSION/WORKING LUNCH
OM 340

5. BUSINESS AND FINANCIAL AFFAIRS

- * a) Major Capital Projects Status Report (I)
- * b) Draft Comprehensive Master Plan Status Report (I)
- * c) Housing and Dining Financial Statements (I)
- * d) Associated Students Bookstore Financial Statements (I)

6. STUDENT AFFAIRS

- a) Associated Students Bookstore Update (I)
- b) Fall Opening Update (I)
- * c) Student Recreation Center Update (I)

7. EXTERNAL AFFAIRS

- * a) Alumni, Legislative, Public Information Office, and Development Report (I)
- b) Virginia Wright Plaza Dedication (I)

8. FACULTY SENATE

9. ASSOCIATED STUDENTS

10. BOARD OF TRUSTEES

- a) Resolution No. 99-07 Welcoming New Board Member (A)
- b) Year 2000 Board Meeting Schedule (A)
- c) Report on Faculty Grievance Procedure Revisions (I)

- * Written report
- (A) Action
- (I) Information

**MINUTES
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
OCTOBER 8, 1999**

CALL TO ORDER

Chair Grace Yuan called the regular meeting of the Board of Trustees of Western Washington University to order at 8:35 a.m., October 8, 1999, Bellingham, Washington.

Board of Trustees

Robert Helsell, Secretary
Erik Pearson
Kevin Raymond
Natalie Quick
Mary Swenson, Vice Chair
John Warner
Betty Woods
Grace Yuan, Chair

Western Washington University

Andrew Bodman, Provost/Vice President for Academic Affairs
Wendy Bohlke, Assistant Attorney General
Mark Bussell, Faculty Senate President
Eileen Coughlin, Vice President for Student Affairs/
Dean of Academic Support Services
Victor Cox, Associated Student Body President
Al Froderberg, Vice President for External Affairs
Penny Glover, Secretary to the Board of Trustees
Karen W. Morse, President
George Pierce, Vice President for Business and Financial Affairs

Chair Yuan welcomed 1999-2000 Associated Student Board members and asked them to introduce themselves.

1. COMMITTEE OF THE WHOLE

a) Overview of Viking Union Renovation

Jack Smith, Director of Student Activities, and Bob Zimmer, LMN Architects, presented the latest designs and material selections for the three phases of the Viking Union Renovation: Viking Union Addition, Viking Union Lounge, and Western Associated Students Bookstore.

b) Student Auxiliary Capital Plan Update

Dr. Coughlin and Linda Beckman presented an update of the Student Auxiliary Capital Plan to demonstrate sufficient fiscal capacity for various long-term projects. The report included a summary of the projects, estimated cost and timeline for completion, a summary of the revenue sources to be used to fund each project, and evidence the system can maintain sufficient debt service coverage.

2. CONSENT ITEMS

MOTION 10-1-99 Mary Swenson moved, seconded by Bob Helsell, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the following consent items:

- Approve the minutes of the August 6, 1999 Board meeting.

- Award a consultant contract to Bassetti Architects, from Seattle, Washington, for a fee of \$578,888 (including reimbursables) to provide design services for the Ridgeway Residence Hall A.
- Award a consultant contract to Ross & McClure Architects, from Bellingham, Washington, for a fee of \$86,500 (including reimbursables) to provide design services for the Faculty Office Space Renovation Project – Bond Hall.
- Award a consultant contract to Wise Miller Architects, from Seattle, Washington, for a fee of \$141,370 (including reimbursables) to provide design services for the Fairhaven Kitchen Upgrade.

The motion passed unanimously.

3. REMARKS FROM THE PRESIDENT

a) Washington Promise Scholarships

President Morse informed the Board that Governor Gary Locke visited Western's campus on October 5, 1999 to distribute Washington Promise Scholarships.

b) Presidents Club Campaign

President Morse announced that The Western Foundation kicked off a new President's Club Campaign on October 6, 1999 with a goal of adding 200 new members this year—100 members representing Western's first century and 100 members for its second century.

4. ACADEMIC AFFAIRS

Academic Presentation – Technology and the Complete Western Student

Provost Bodman introduced Jerry Boles, Vice Provost for Information and Telecommunication Services, Dr. Larry Gilbert, Director of Academic Technology and User Services and Dr. Kris Bulcroft, Special Assistant to the Provost for Teaching and Learning. They shared information with the Board about teaching, student learning, and academic support opportunities provided by current technological enhancements at Western. The presentation allowed Board members to experience first-hand one of the mediated classrooms in Haggard Hall.

EXECUTIVE SESSION

At 11:30 a.m. Chair Yuan announced that the Board would go into Executive Session for approximately three hours to discuss real estate, legal and personnel issues.

RECONVENE

The Board reconvened at 2:30 p.m.

5. BUSINESS AND FINANCIAL AFFAIRS

a) Major Capital Projects Status Report

Campus Services Facility

The planning and programming phase of this project has been completed. Representatives of the University are now working with consultants on schematic design. A workshop was held on September 17, 1999 to review and comment on schematic layouts and site plans. The schematic design phase is scheduled to continue through the month of October. The University will then review the completed schematic documents and return comments in mid-November.

A value engineering team also will review the schematic design in early November. This will allow the University to review comments from the value engineering team and incorporate recommendations into the final schematic design comments.

A public neighborhood meeting will be held following the schematic design phase. This meeting will be coordinated by Zervas Group Architects to gain public comment on the project. The meeting is part of the City of Bellingham's required Planned Development Contract process.

Viking Union Addition and Remodel

LMN, the project architect, presented the completed project design to the Board. The University Project Team, working with the project architect, completed the Contract Document Phase on September 30, 1999. The construction consultant, contractor Lease Crutcher Lewis, will complete a constructability and construction estimate review by October 11. The project will be advertised for bids on October 21. Bids will be opened on December 17, 1999.

The construction contract will be presented to the Board for approval at its February 2000 meeting. Following approval, construction will begin with completion scheduled for July 2001. Project MACC is \$14,181,000.

Old Main Southeast Wing Seismic Mitigation

Dawson Construction Inc. has completed approximately 85 percent of the project. Work continues on schedule. Major elements of structural modifications have been completed. Miscellaneous structural ties and straps are being installed in the attic and stairwell. Completion of miscellaneous work is scheduled for mid-October 1999. Framing for the replaced partitions and stage in the Old Main Theatre (first floor) has been completed. Second floor work, including patch and repair, also has been completed. The project includes new paint and carpet in all areas, and a new dimmer system in Old Main Theatre.

RSP/EQE Engineering, of Seattle, provided construction documents for the project. The project construction cost is \$748,000, and is scheduled for final acceptance on December 23, 1999.

a) Draft Comprehensive Master Plan Status Report

Current Status of the Institutional Master Plan

Several of the Institutional Master Plan Advisory Committee (IMPAC) subcommittees met during the summer to work on development of relevant chapters of the IMP document. The Land Use Subcommittee has reviewed definitions of existing land use, as well as the amount of area used by those specific land use types. The Open Space Subcommittee has completed corresponding information for existing open space uses. The Circulation Subcommittee met several times, and will review a draft report this fall, including a proposed parking quantity and location plan.

Current Status of Neighborhood Plans

The City of Bellingham Planning and Community Development staff is completing the first draft of the entire Happy Valley Neighborhood Plan. This draft is scheduled for release to the public in October 1999. City officials plan to conduct two neighborhood meetings before bringing the draft forward to the Planning Commission at the November 18, 1999 meeting.

b) 1999 Housing and Dining System Financial Statements

The University has received the 1998-99 audit opinion of the Housing and Dining System financial statements from the CPA firm of Peterson

Sullivan P.L.L.C. The System received an unqualified opinion indicating that the statements are in compliance with generally accepted accounting principles.

c) 1999 Associated Students Bookstore Financial Statements

The University has received the 1998-99 audit opinion of Western Associated Students Bookstore financial statements from the CPA firm of Peterson Sullivan P.L.L.C. The Bookstore received an unqualified opinion indicating that the statements are in compliance with generally accepted accounting principles.

6. STUDENT AFFAIRS

a) Western Associated Students Bookstore Update

Linda Beckman provided information on the assessment of services provided by Western Associated Students Bookstore and described recent efforts to provide increased service to the campus community by taking advantage of new technologies, improving communication with constituents, and planning for the upcoming Bookstore remodel.

b) Fall Opening Update

Dr. Coughlin reported that Western implemented five new computer systems, including a financial aid program. Although there were some technical problems during the transition, affected students received emergency loans and fall web registration went well. Dr. Coughlin also reported that the annual Convocation ceremony successfully launched the 1999-2000 academic year.

c) Student Recreation Center Update

Dr. Coughlin discussed the status of a student initiative to assess the feasibility of building a Student Recreation Center on campus financed through a new student fee. With support from the administration, Brailsford & Dunlavey (B &D) has been retained to assist in the planning. B & D is a consulting firm with extensive experience planning student recreation centers and student fee referenda.

7. EXTERNAL AFFAIRS

a) Alumni Relations, Public Information, Development and Western Foundation Update

Alumni Relations

The alumni chapter steering committee has held meetings in Washington, D.C., New York, Boston, Whatcom County, Skagit County, Boise, Spokane, Juneau, and Portland. Alumni have also participated in a number of recent successful events, including the Bill Wright Annual Alumni Golf Tournament, the reunion of pre-1940 alumni, the annual alumni cruise to Alaska, a riverboat cruise for alumni in Portland, homecoming, and the 1950 decade centennial reunion.

Public Information Office

Other Centennial activities are also underway. The Western Gallery displays and the alumni decade reunions have centennial themes. Centennial banners adorn some campus buildings and many adjacent streets. *The Centennial History*, edited by retired Provost Roland L. De Lorme, is ready to go to press, and *Western at 100*, a centennial photo album, will be available in November 1999.

Development

The Western Foundation is working on a challenge grant from the Higher Education Coordinating Board (HECB) to create a Center for Internet Studies in the Computer Science Department. It will involve students from many disciplines, including English, journalism, graphics design, and others. The Foundation seeks donations of \$274,000 to match the HECB grant.

The Western Foundation

The Western Foundation will receive a bequest of \$160,000 from the estate of retired Professor Monica C. Gutchow for scholarships in dance, and an unrestricted bequest of approximately \$270,000 from the estate of Thorleif Johnson.

b) Virginia Wright Plaza Dedication

Dr. Froderberg announced that The Virginia Wright Plaza will be dedicated on October 9, 1999. The Board of Trustees passed Resolution No. 98-06 on October 2, 1998 honoring the contributions of Virginia Wright and naming the plaza, formerly known as the College of Fine and Performing Arts Plaza, **The Virginia Wright Plaza**. With the help of Sarah Clark-Langager, Director of the Western Gallery and Curator of the Outdoor Sculpture Collection, the long awaited dedication ceremony will bring people together from the arts communities from the Seattle and Bellingham areas.

8. FACULTY SENATE

No report.

9. ASSOCIATED STUDENTS

Victor Cox reported that the Associated Students Board held its first meeting of the year on Western's Red Square as an indication that the Board is accessible to all students.

10. BOARD OF TRUSTEES

**a) Resolution No. 99-07 Welcoming New Board Member
Kevin M. Raymond**

MOTION 10-2-99 Mary Swenson moved, seconded by Betty Woods, that the Board of Trustees of Western Washington adopt Resolution No. 99-07 welcoming Kevin M. Raymond as a member of the Board.

The motion passed unanimously.

**RESOLUTION NO. 99-07
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TRUSTEE KEVIN M. RAYMOND**

WHEREAS, on August 25, 1999, Governor Gary Locke appointed Kevin M. Raymond to a four-year term on the Western Washington University Board of Trustees; and

WHEREAS, Kevin M. Raymond brings to his appointment as a trustee experience as a partner with the law offices of Cairncross and Hempelmann, where he focuses on providing legal services to state, local and special purpose governments; and

WHEREAS, Kevin M. Raymond also brings to the University experience gained as Chief of Staff to King County Executive Gary Locke from February 1995 to January

1997, Chief Counsel for the Metropolitan Services Section of the King County Prosecuting Attorney's office for one year, and Senior Deputy Prosecuting Attorney for King County for ten years; and

WHEREAS, Kevin M. Raymond has earned his bachelor's degree in science from Western's Huxley College of Environmental Studies in 1980, and a law degree from the University of Washington School of Law in 1984; and

WHEREAS, Kevin M. Raymond has declared his commitment to serving as a member of the Western Washington University Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends hearty congratulations and a warm welcome to Kevin M. Raymond as he begins his term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on October 8, 1999.

b) Year 2000 Board Meeting Schedule

MOTION 10-3-99 Erik Pearson moved, seconded by Betty Woods, that the Board of Trustees of Western Washington University set the Year 2000 Board Meeting Schedule as follows:

Year 2000 Meeting Schedule

February 3, 4	August 3, 4
April 13, 14	October 5, 6
June 8, 9	December 7, 8 and 14, 15

The motion passed unanimously.

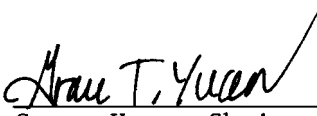
c) Faculty Grievance Procedure Revisions

MOTION 10-4-99 Betty Woods moved, seconded by Natalie Quick, that the Board of Trustees of Western Washington University, upon recommendation of the President, return the Faculty Grievance Procedure Revisions to the Faculty Senate for reconsideration.

The motion passed unanimously.

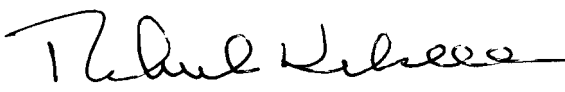
ADJOURNMENT

At 3:33 p.m. the Board adjourned.



Grace Yuan, Chair

ATTEST:



Robert Helsell, Secretary

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WESTERN WASHINGTON UNIVERSITY
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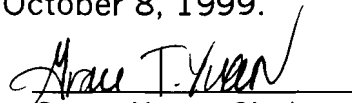
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ATTEST:



Robert Helsell, Secretary

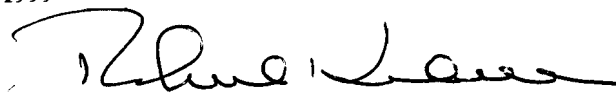

Grace Yuan, Chair

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. 99-07 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on October 8, 1999, 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 8th day of October, 1999


Secretary