

NOTICE OF MEETING

Western Washington University
Board of Trustees
Agenda
Thursday, June 12, 2008 and Friday, June 13, 2008

Thursday, June 12, 2008

Location: Old Main 340

Time: 3:00 p.m.

- I. Call to Order
- II. Introduction of Presidential Scholars
- III. Executive Session may be held to discuss personnel, real estate, and legal issues as authorized in RCW 42.30.110 and Collective Bargaining as authorized in RCW 42.30.140(4)(b).
- IV. Reports
 - A. President's Report
 1. Performance Agreement Draft

Friday, June 13, 2008

Location: Old Main 340

Time: 8:00 a.m.

- I. Call to Order
- II. Introductions and Recognitions
 - *Excellence in Teaching Award Recipient*
 - *Peter J. Elich Teaching Award Recipient*
 - *Paul J. Olscamp Research Award Recipient*
 - *Faculty Service Award Recipient*
 - *Diversity Award Recipients (Admissions Office)*
 - *Christopher Cox, Dean of University Libraries*
- III. Executive Session may be held to discuss personnel, real estate, and legal issues as authorized in RCW 42.30.110 and Collective Bargaining as authorized in RCW 42.30.140(4)(b).
- IV. Reports
 - A. Board Chair Report
 1. Resolution No. 2008 - 10 Recognizing the Service of Board Member Antasia Parker
 2. Resolution No. 2008 - 11 Recognizing the Service of Board Member W. Ron Allen

NOTICE OF MEETING

3. Audit Committee Report
Howard Lincoln, Chair
- B. Special Reports
 1. Buchanan Towers Addition Design Status Report
 2. Carver Academic Facility Predesign Status Report
- C. Governance Reports
 1. Faculty Senate
 - Request for Revisions to the Constitution of the Faculty Handbook
 2. Associated Students
- V. **Action Items**
 - A. Consent Items:
 - Approval of the Minutes of the April 3 & 4, 2008 Board of Trustees Meeting
 - Approval of the Minutes of the April 23, 2008 Special Meeting of the Board of Trustees
 - Approval of the Minutes of the April 25, 2008 Special Meeting of the Board of Trustees
 - Approval of Spring Quarter Degrees
 - Construction Contract for College Hall Elevator (PW 550)
 - B. Mandatory Student Fees
 - Student Health Services Fee
 - Student Recreation Fee
 - Services & Activities Fee
 - Renewable Energy Fee
 - Technology Fee
 - Non-Academic Building Fee
 - Transportation FeeDr. Eileen Coughlin, Vice President for Student Affairs
 - C. Approval of Academic Program Fees 2008-09
Dr. Dennis Murphy, Provost & Vice President for Academic Affairs
 - D.. Waterfront Development
 - Update
 - Viking EntityKaren W. Morse, President
 - E. Approval of Faculty Union Contract Agreement
Dr. Karen Morse, President

Lunch followed by Academic Instructional Center Dedication - Ribbon cutting and plaque unveiling

 - F. 2009 - 2011 Capital Budget Request and 2009-2019 Capital Plan
Dr. George Pierce, Vice President for Business & Financial Affairs
Renee Roberts, Director of Capital Budget

NOTICE OF MEETING

- G. 2007-08 Operating Budget and 2008-09 Operating Budget
Paula Gilman, Executive Director of Planning & Budgeting
- H. 2009 - 2011 Biennial Operating Budget Status Report and Decision Package
List Approval for HECB July 1 Submission
Paula Gilman, Executive Director for Planning & Budgeting

VI. Information Items

- A. Admissions Report
- B. Alumni Relations Report
- C. Development Report
- D. External Affairs Report
- E. Major Capital Projects Status Report

VII. Date for Next Regular Meeting: Friday, August 8, 2008

VIII. Adjournment

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

**REGULAR MEETING
June 12, 2008**

I. CALL TO ORDER

Chair Kevin Raymond called the regular meeting of the Board of Trustees of Western Washington University to order at 3:08 p.m., June 12, 2008, in Old Main 340, Bellingham, Washington.

Board of Trustees

Howard Lincoln
Antasia Parker
Kevin Raymond, Chair (via conference phone enroute to meeting)
Phil Sharpe, Vice-Chair
John Warner
Peggy Zoro, Secretary

Western Washington University

Karen W. Morse, President
Wendy Bohlke, Assistant Attorney General
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Dennis Murphy, Provost and Vice President for Academic Affairs
George Pierce, Vice President for Business and Financial Affairs
Paula Gilman, Executive Director for University Planning and Budgeting
Elizabeth Sipes, Secretary to the Board of Trustees
Buff Schoenfeld, Executive Assistant to the President
Bruce Shepard, President-designate

Chair Raymond announced a change to today's agenda. Introduction of Presidential Scholars has been postponed until the Board of Trustees lunch on Friday, June 13, 2008.

I. EXECUTIVE SESSION

At 3:10 p.m. Vice Chair Phil Sharpe announced that the Board would convene in Executive Session for approximately 1 hour & 20 minutes for discussion of personnel and real estate as authorized in RCW 42.30.110 and Collective Bargaining as authorized in RCW 42.30.140(4)(b). No action will be taken.

The Board reconvened in Open Session in OM 340 at 5:05 p.m.

II. REPORTS

A. President's Report

1. Higher Education Performance Agreement Draft

Provost Dennis Murphy updated the Board on the status of Western's Performance Agreement with the State of Washington.

The Higher Education Performance Agreements is a pilot program created to test performance agreements at all the state public baccalaureate institutions of higher education over a six-year period. Representatives from each of the public four-year institutions will develop jointly with the Performance Agreement Committee, a six-year plan that aligns goals, priorities, desired outcomes, flexibility, institutional missions, accountability, and levels of resources.

Murphy said that Western's Higher Education Performance Committee has met and drafted Western's Performance Agreement. The preliminary draft was included in the Board packets. The committee formed three sub-committees to address the following goals: 1) Increase Capacity for Higher Quality, 2) Increase Number of Degrees, 3) Response to State Economic and Workforce Needs.

Western's Performance Agreement goals are to 1) Promote Effective Stewardship of Resources to Ensure Quality, 2) Increase Affordable Access and Degree Production, and 3) Respond to the State Economic and Workforce Needs.

Murphy reported that the State Performance Agreement Committee is composed of representatives from the Governor's Office, Office of Financial Management, Higher Education Coordinating Board, Office of the Superintendent of Public Instruction, the Senate and the House of Representatives. Murphy noted that the pilot program will be staffed by the Higher Education Coordinating Board.

Murphy reviewed the timeline for drafting and submission of the final report. He reported that the 4-year institutions are sending their proposals to the Council of Presidents for possible coordination of some parts of the proposals. Coordination will also be considered for the Capacity and Technology Study.

The draft agreement is due to the Governor, OFM, and the fiscal and policy committees of the legislature on September 1, 2008. The final proposed agreement is due to the Governor and OFM on November 1, 2008.

A completed plan and full briefing will be presented at the August Board of Trustees meeting. The Board will be asked for approval of the State of Washington & Western Washington University Performance Agreement.

Meeting adjourned at 5:30 p.m.



Kevin Raymond, Chair

ATTEST:



Peggy Zoro, Secretary

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

**REGULAR MEETING
June 13, 2008**

I. CALL TO ORDER

Chair Kevin Raymond called the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m., June 13, 2008, in Old Main 340, Bellingham, Washington.

Board of Trustees

Howard Lincoln
Dennis Madsen
Antasia Parker
Kevin Raymond, Chair
Phil Sharpe, Vice-Chair
John Warner
Peggy Zoro, Secretary

Western Washington University

Karen W. Morse, President
Wendy Bohlke, Assistant Attorney General
Sherry Burke, Acting Vice President for External Affairs
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Dennis Murphy, Provost and Vice President for Academic Affairs
George Pierce, Vice President for Business and Financial Affairs
Paula Gilman, Executive Director for University Planning and Budgeting
Elizabeth Sipes, Secretary to the Board of Trustees
Buff Schoenfeld, Executive Assistant to the President
Bruce Shepard, President-designate
Barbara Stoneberg, Administrative Assistant to the President

Chair Raymond announced that the following item had been added to today's agenda:

- Resolution No. 2008-08 Congratulating the Western Women's Rowing Team

II. INTRODUCTIONS AND RECOGNITIONS

a) President Morse introduced the following faculty award recipients:

- Robert Keiper, Secondary Education, Woodring College of Education, recipient of the 2007-2008 Excellence in Teaching Award.
- James Vyvan, Chemistry Department, College of Sciences & Technology, recipient of the 2007-2008 Peter J. Elich Excellence in Teaching Award.
- Dan Boxberger, Anthropology Department, College of Social Sciences & Humanities, recipient of the 2007-2008 Paul J. Olscamp Research Award.
- George "Pinky" Nelson, SMATE, recipient of the 2007-2008 Faculty Outstanding Service Award. This is a new award established by President Morse.
- Office of Admissions, recipient of the 2008 Diversity Achievement Award.

b) Dennis Murphy, Provost/ Vice President for Academic Affairs introduced Christopher Cox, Dean of Libraries. Prior to coming to Western, Dean Cox was the Assistant Director of Libraries at the University of Wisconsin-Eau Claire. He currently serves as editor of *Internet Reference Services Quarterly* and edits a column on information literacy instruction for *College and Undergraduate Libraries*.

c) Lynda Goodrich, WWU Athletic Director, introduced John Fuchs, WWU Rowing Coach who was named 2008 Collegiate Rowing Coaches Association NCAA Division II National Coach of

the Year for the second straight season. John introduced members of the Western's Women's Rowing Team, NCAA Division II national championship for the fourth consecutive time.

Trustee Dennis Madsen read into the record Resolution No. 2008-08 Congratulating the Western Women's Rowing Team.

The Associated Students' Board of Directors also read into the record a commendation recognizing the Women's Rowing Team for this unprecedented accomplishment.

RESOLUTION NO. 2008 - 08

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 fourth straight NCAA Division II national championship; and

WHEREAS, it is the first time that a school has won four consecutive titles since the NCAA began a rowing championship in 1997; and

WHEREAS, after winning the NCAA II West Regional title for the fourth straight year, 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 all season long in the US/Rowing/Collegiate Rowing Coaches Association Top 25; and

WHEREAS, the Vikings' varsity eight and placed second at the Western Intercollegiate Rowing Association Championships against Division I teams; and

WHEREAS, the Vikings' varsity eight, varsity four, second varsity eight, second varsity four, novice eight, novice four and lightweight four placed first at the Northwest Collegiate Rowing Conference Championships; and won the Team title for the fourth straight year; and

WHEREAS, varsity seven seat Metta Gilbert, stroke Staci Reynolds, and four seat Samantha Marikis were named CRCA All-Americans and varsity eight two seat Audrey Coon, bow seat Madeleine Eckmann, and five seat Gina Auriemma were named CRCA National Scholar Athletes; and

WHEREAS, John Fuchs was named 2008 Collegiate Rowing Coaches Association NCAA Division II National Coach of the Year for the third time in four years; and

WHEREAS, the team members distinguished themselves as students in the classroom as well as on the course throughout a rigorous schedule of events; and 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 13, 2008.

III. EXECUTIVE SESSION

At 8:25 a.m. Chair Raymond announced that the Board of Trustees would go into Executive Session to discuss personnel issues as authorized by RCW 42.30.110 for approximately 20 minutes.

The Board of Trustees reconvened in Open Session at 8:55 a.m.

IV. REPORTS

A. Board Chair Report

1. Trustee John Warner read Resolution No. 2008 – 06.

RESOLUTION NO. 2008 - 06

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
ANTASIA PARKER**

WHEREAS, ANTASIA PARKER, of Tacoma, Washington, has served as a member of the Western Washington University Board of Trustees from July 1, 2007 to June 30, 2008; and

WHEREAS, ANTASIA PARKER has the distinction of being the tenth student appointed by the Governor to the Board of Trustees of Western Washington University; and,

WHEREAS, ANTASIA PARKER brought to the trustee position leadership qualities developed during her involvement in the Executive Board of the Black Student Union and the Associated Students Diversity Task Force; and the Western Washington University Associated Students Vice President for Legislative Affairs; and

WHEREAS, ANTASIA PARKER, dedicated time to the campus community in her work as a coordinator of the Civil Controversy Speaker Series and as a member of the Woodring College of Education's Diversity Committee; and

WHEREAS, ANTASIA PARKER has contributed her time and commitment to the University at considerable personal sacrifice while preparing to earn a Bachelor of Social Science in Political Science/Social Studies with a minor in Communications and English; and

WHEREAS, ANTASIA PARKER contributed to the increased stature and the future potential of Western Washington University through her participation in numerous activities and decisions affecting the University;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that ANTASIA PARKER 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 13, 2008.

2. Chair Raymond announced that Trustee Ron Allen resigned from the Board of Trustees effective May 8 due to time constraints. Trustee Phil Sharpe read Resolution No. 2008 - 07.

RESOLUTION NO. 2008 - 07

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
W. RON ALLEN**

WHEREAS, W. RON ALLEN, of Sequim, Washington has served on the Western Washington University Board of Trustees from October 2006 to May 2008, and;

WHEREAS, W. RON ALLEN brought to his appointment as trustees over 29 years of experience as Chairman and 21 years experience as Executive Director of the Jamestown S'Klallam Tribe, and;

WHEREAS, W. RON ALLEN brought to his appointment as trustee a record of leadership in the areas of education, health care, natural resource management and community service, and;

WHEREAS, W. RON ALLEN brought to his appointment as a trustee a commitment to community service by serving as Chair of the Washington Indian Gaming Association and on the board of the Olympic Memorial Hospital Foundation, and;

WHEREAS, W. RON ALLEN contributed his time to the stewardship of the University at considerable personal sacrifice; and

WHEREAS, W. RON ALLEN contributed to the increased stature and the future potential of Western Washington University through his participation in numerous activities and decisions affecting the University;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that W. RON ALLEN 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 13, 2008.

3. Audit Committee Report

Trustee Lincoln gave brief report on the June 12 Board Audit Committee Meeting.

- a. KPMG presented their Entrance Interview. KPMG Exit Interview will be presented at the December meeting.
- b. John Lawson, Vice Provost for Information Technology & CIO, presented a report on data security. It was agreed that an IT consultant will be hired to conduct a Risk Assessment and President Morse will update the Board at the August meeting. A copy of John's written report is available to Board members upon request.
- c. Wendy Bohlke updated the committee on the Whistleblower Act.
- d. The Annual 2008-09 Internal Audit Schedule was finalized.

At 9:05 a.m. Chair Raymond announced a 10 minute break. The meeting resumed at 9:19 a.m.

B. Special Reports

1. Buchanan Towers Addition Design Status Report

Bob Schmidt, Project Manager, updated the Board on the Buchanan Towers Residence Hall project. The schematic design phase has been completed. The building addition, approximately 35,000 sq. ft., will be attached to the Southside of Buchanan Towers and has been canted to improve the campus entrance on Bill MacDonald Parkway, improve relationships with the existing building, and to provide opportunities for integrating green space and open spaces for parking. The parking lot will be designed with sustainable elements, but will still maintain the required number of parking spaces. Space for bike parking/storage will be both inside and outside the building. Schmidt said they are working with WTA to move the bus stop and to improve the pedestrian crossing on Bill MacDonald Parkway.

In response to a question regarding available parking, indications are that parking will not be problematic for residents of Buchanan Towers. It was noted that one in four residential students currently park on campus. Because of Western's sustainable program and the availability of mass transit, the long term trend is for all students to be less dependent on cars on campus.

Schmidt said they met with the Neighborhood Association and have begun the Planning Development contract with the city. A traffic signal will be installed at the intersection of 25th and Bill MacDonald Parkway to improve traffic problems, and will also provide a nice entrance to campus.

The next steps are to confirm the design, and review building systems and costs. Construction is expected to begin in March 2009 and completed by September 2010.

2. Carver Academic Facility Pre-design Status Report

George Pierce, Vice President for Business & Financial Affairs, and Ed Simpson, Project Manager, presented the pre-design for the Carver Academic Facility. Simpson said Western received funding from the state and the pre-design began last October. Current users of the facility are the Physical Education, Health & Recreation Department (PEHR), the dance program, intercollegiate athletics, campus recreation activities, and special events. The original facility was built in 1936 and additional space was added in 1960, 1970, 1984, and 1994. Current building issues include lack of ADA accessibility to the 2nd floor and many areas of the 1st floor; some mechanical and electrical systems that date back to 1936; less than 40% of the code required bathrooms for special events; lack of gender equity spaces; seismic mitigation; and program needs of the users.

Simpson said several options for the building were developed with the help of a consultation team. Options considered were 1) demolishing the building and building a new one; 2) constructing a facility on the hill above Carver exclusively for the PEHR program but still sharing the gym space of Carver (still requiring renovation of the building); and, 3) multiple options of major demolition of different elements of the building. The cost for all options was beyond available funding.

The program committee developed an option that cost between \$70M - \$80M. The proposed concept is to demolish the center core area of the building and construct a two-story infill project containing classrooms, labs, and bathroom facilities. Another part of the addition is the extension of gyms A & C, allowing athletics to run their programs and PEHR to have their own dedicated gym. Simpson reviewed the design features of the proposed addition.

Discussion followed as to whether Western should commit \$75M to renovate the Carver building, considering the poor access to the building for athletic events, Commencement, and other community functions. Improvements to parking and investment in a transportation plan need further consideration.

Eileen Coughlin, Vice President for Student Affairs, said the Carver renovation project has been a priority for Western for 25 years. She said that construction an athletic facility on south campus has been discussed but would require the elimination of two playing fields and building a parking structure. Acquiring state funding for a building of this nature would be difficult. Coughlin noted that there has been discussion of Western, in partnership with the City of Bellingham and others, of building a large event center at the waterfront.

Ramiro Espinoza, AS President, said that the students would be interested in the impact this project will have on the Wade King Student Recreation Center, particularly with the closing of Carver pool. Coughlin said that the steering committee considered this, but she will re-look at this and other potential impacts, and report back.

George Pierce, V.P. for Business & Financial Affairs, said the issues expressed have been considered within the context of the Institutional Master Plan (IMP). Building preservation projects are on the 10 Year Capital Plan list. This project brings the building up to code and meets the needs of the programs in the building. Western would be taking a risk if we did not move forward with the seismic mitigation of the building.

The Carver Academic Facility predesign study is due OFM by July 1, 2008. Pierce noted that this project meets the criteria for a LEEDS Silver rating.

The Trustees agreed that Western should move ahead on the Carver Academic Facility renovation project with additional thought on improving the accessibility and the transportation plan, and the impact the renovation will have on the Wade King Student Recreation Center.

C. Governance Reports

1. Faculty Senate

Jeff Newcomer, Faculty Senate President, reported the Executive Policy Group met and passed the amendments to the Appointment of Opportunity Policy, and the Background Checks Policy which will be implemented at the beginning of Fall quarter.

Newcomer briefly explained that the changes to the Faculty Handbook were made to be compatible with the Collective Bargaining Agreement with the UFWW.

MOTION 6-1-08 Peggy Zoro moved that the Board of Trustees of Western Washington

University, upon the recommendation of the President, approve the proposed changes to the Constitution of the Faculty Handbook, Appendix B. Articles I – IV, pages 64-67.

Motion carried unanimously.

2. Associated Students

Ramiro Espinoza, AS President, reported that the AS Board of Directors gave a \$25,000 scholarship to the Ethnic Student Center, put funds into the Leadership Advantage Program, and worked on the Mandatory Student Fees. Espinoza said the AS Board of Directors had some concerns about the Student Health Services fee and grant funded programs.

Dr. Coughlin explained that the Sexual Assault Awareness program is a grant funded program that is tied to health related issues. Even though the student government approved an increase in the health fee to cover it, they raised concerns about whether the program should be part of the student health fee. Coughlin said this year she is funding the program out of one-time money from Student Affairs. Future funding for the program will be looked into.

Espinoza thanked the Board of Trustees, President Morse, and Dr. Coughlin for their support during his term as the 2007-08 AS President.

V. ACTION ITEMS

A. Consent Items:

MOTION 6-2-08 John Warner moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Minutes of the April 3 & 4, 2008 Board of Trustees Meeting
- Minutes of the April 23, 2008 Special Board of Trustees Meeting
- Minutes of the April 25, 2008 Special Board of Trustees Meeting
- Approval of Spring Quarter Degree
- Construction Contract for College Hall Elevator (PW 550)

Motion carried unanimously.

B. Mandatory Student Fees

The Mandatory Student Fees are approved annually. Information on increases was provided in the Board packet.

MOTION 6-3-08 John Warner moved that the Board of Trustees of Western Washington University, upon the recommendation of the President and the various constituent review committees, concur with the renewable energy bid criteria and approve the 2008-09 Mandatory Student Fee levels and as proposed in the attached documents (Att. A B, C, D, E, F) for the following fees:

- Services & Activity (S&A) Fee
- Health Service Fee
- Technology Fee
- Non-Academic Building Fee
- Renewable energy Fee
- Student Recreation Fee (S&A)
- Student Transportation Fee

Motion passed unanimously.

C. Academic Self-sustaining Program Fees 2008-09 (Extended Education and Other Programs)

MOTION 6-4-08 Dennis Madsen moved that the Board of Trustees of Western Washington University, upon the recommendation of the President,

approve the attached 2008-09 Academic Self-Sustaining Program fee schedule. (Att. G)

Motion carried unanimously.

D. Agreement between Western Washington University and United Faculty of Western Washington.

Dr. Bill Lyne, President of UFWW, thanked the members of the UFWW Bargaining Team and Executive Committee, President Morse and members of the Administration's Bargaining Team. Lyne said the contract between WWU and UFWW will serve the university well for the next few years.

MOTION 6-5-08 Peggy Zoro moved that the Board of Trustees hereby approves the proposed collective bargaining agreement with the United Faculty of Western Washington. The Board of Trustees authorizes the President or her designee to execute the agreement on behalf of the Board effective June 14, 2008, in keeping with the reserved authority in the Board of Trustees Rules of Operation, Section 020(3)h.

Motion carried unanimously.

At 11:00 a.m. Chair Raymond announced a short break. The Board reconvened at 11:05 a.m.

E. Waterfront Development

a. Interlocal Agreement for Collaboration between Western Washington University and the Port of Bellingham regarding the Bellingham Innovation Partnership Zone

Dean Arlan Norman and Dr. Mark Bussell presented the *Interlocal Agreement for Collaboration between Western Washington University and the Port of Bellingham regarding the Bellingham Innovation Partnership Zone (IPZ)*. The agreement is a result of the Northwest Consortium for Technological Innovation project. The consortium is made up of people from the university, the Port of Bellingham, Bellingham Technical College (BTC) and the Technology Alliance Group.

Norman explained that last year the state identified Bellingham, one of eleven areas, for an Innovation Zone. WWU, the Port of Bellingham, and BTC submitted a proposal and received a \$1M grant to support economic development in Bellingham. Norman said the next step is the creation of space in the former GP tissues warehouse. Approximately 10,000 sq. ft. will be converted to be used collaboratively by the Port, education providers, and private industry to provide opportunities in education, research and commercialization with a focus on the marine trades industries. Norman said the CS&T departments involved are Chemistry, Physics, and Engineering Technology. Norman said the College of Business & Economics is also working to develop the Entrepreneurship project that would be a part of the IPZ.

Dr. Mark Bussell, Chemistry Department, said for the first IPZ project WWU will partner with All-American Marine, a vessel manufacturer in Fairhaven; Pacific International Engineering; and BTC to improve fuel efficiency and decrease the weight of high-speed passenger ferries. Faculty and students from Huxley College of the Environment will study the coastal impacts of these ferries.

President Morse noted that this first IPZ project will both enhance and provide opportunities for other WWU colleges to participate in innovative projects as part of the IPZ community.

MOTION 6-6-08 Peggy Zoro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, authorizes the President to enter in to the Interlocal Agreement with the Port of Bellingham for the administration of the Innovation Partnership Zone property in the Bellingham Waterfront District.

Motional carried unanimously.

b. Waterfront Development Update

Rick Benner, University Architect, provided the Board a brief history of the waterfront development planning. Mike Stoner, Port of Bellingham, presented the current status and next steps for the Port of Bellingham. Stoner said the Port will be responsible for all the clean up of the contamination problems, rebuilding the treatment lagoon into a clean ocean marina, restoring almost 3 miles of shoreline to support state salmon recovery efforts, and building additional visitor moorage. He said the City has taken the lead on providing the core infrastructure of roads and utilities, and building 33 acres of parks on the waterfront. Stoner reviewed the proposed development and planning maps and where Western might be located at the waterfront.

At 11:45 am Chair Raymond announced that the Board would adjourn for lunch at Fairhaven College including introduction of the 2008 Presidential Scholars, followed by the dedication of the Academic Instructional Center.

The Board of Trustees reconvened at 2:15 a.m. in OM 340.

President Morse distributed copies of the Council of Higher Education Accreditation (CHEA) 10th Anniversary Report to the Board of Trustees. President Morse serves on the CHEA Board of Directors.

F. 2009-2011 Capital Budget Request and 2009-2019 Capital Plan

Dr. George Pierce, Vice President for Business & Financial Affairs, said no modifications to the capital project priority order or the estimated costs of the projects have been made since the April 2008 Board of Trustees Meeting.

Pierce said that OFM determines the priorities from all the 4-yr institutions. Renee Roberts, Director of Capital Budget, said this year projects will be submitted and scored within five different categories. The HECB provides input as to what percentage of the overall budget goes to each category. Roberts said our projects, submitted in priority order, should be quite competitive.

WWU's Capital Budget priority list includes a \$250,000 request to look at pre-design options for renovation of the Armory. The request does not commit us to the project, but renovation of the Armory would eliminate the expense of leasing off-campus space for the dance program, costume storage and set design. Robert said that if Western receives funding it would be available in July 2009 and the pre-design study would be due July 1, 2010. She noted that funding is available in the minor works budget to address immediate issues with the building.

The Board does not want to impede the initial work of a project, but said they would like more opportunity to discuss and have appropriate input at the introduction of a capital project, and into the priority ranking of the projects. They would like to spend more time learning about the budget process, how it involves the whole campus, and how it reflects the Strategic Plan priorities. The Board is ready to work hard to discharge this important responsibility.

At the September Retreat, the Board and President-designate Shepard will look at a different structure for the meeting agenda; possible additional subcommittees, increasing meeting times, etc.

MOTION 6-7-08 Peggy Zoro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves a 2009-2011 Capital Budget Request from State-appropriated funding sources of \$109,470,000.

Motion carried unanimously.

G. Revised 2007-08 Operating Budget and 2008-09 Operating Budget

Paula Gilman, Executive Director of University Planning & Budgeting, presented the revisions to Western's 2007-2009 biennial appropriations and how these changes were covered. President Morse said this is an example of how, during the year, the base budget in each area changes because of adjustments and reallocations made in order to meet the demands.

MOTION 06-8-08 Kevin Raymond moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves a revised 2007-08 State Operating Budget of \$122,929,038,

consisting of State Appropriations in the amount of \$73,691,000 and WWU net tuition revenue of \$49,238,038; and

FURTHER MOVE, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approves a 2008-09 State Operating Budget of \$127,795,197, consisting of State Appropriations in the amount of \$76,315,000, and WWU net tuition revenue of \$51,480,197.

Motion carried unanimously.

H. 2009-2011 Biennial Operating Budget Status Report and Decision Packages

President Morse reviewed the WWU Operating Budget Process that included Western's internal process as well as the HECB master plan, legislative and governor's priorities, Washington Learns, etc.

The process of how the decision packages were requested, collected, reviewed, and recommended for inclusion in the 2009-2011 Operating Budget Request was explained. President Morse said that the decisions packages relate to the Strategic Plan.

Paula Gilman briefed the Board on the requested Decision Packages, including Program Enhancements, Enrollment Growth, and Compensation for faculty, professional staff, and classified staff. There was a brief discussion as to how classified staff and faculty salaries are built into the request with consideration to collective bargaining processes.

In response to a request for information on philanthropic contributions, grants, and financial aid, President Morse will ask Vice President Bowers to update the Board on the WWU Foundation.

The list of decision packages will be submitted to the Higher Education Coordinating Board on July 1, 2008 and the Office of Financial Management by September 1.

MOTION 06-9-08 Peggy Zoro moved that the board of Trustees of Western Washington University, upon the recommendation of the President, approve decision packages related to program enhancements, enrollment growth and compensation, to be included in Western's 2009-2011 biennial operating budget request.

Motion carried unanimously.

VI. INFORMATION ITEMS.

A. Admissions Report

Vice President Coughlin provided an update on enrollment for 2007-2008 and applications and enrollment for 2008-2009.

B. Alumni Association Report

Vice President Bowers provided a written report on the activities of the Office of Alumni Relations.

C. Development Report

Vice President Bowers provided a written update on WWU Foundation activities.

D. External Affairs Report

Sherry Burkey, Acting Vice President for External Affairs provided a written update on the recent activities of External Affairs.

E. Major Capital Projects Status Report

Vice President Pierce provided a written update on the major capital projects.

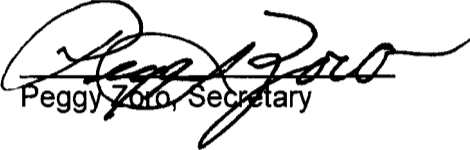
VII. DATE FOR NEXT REGULAR MEETING OF THE BOARD IS FRIDAY, AUGUST 8, 2008

VIII. MEETING ADJOURNED AT 4:12 p.m.



Kevin Raymond, Chair

ATTEST:


Peggy Zoro, Secretary

RESOLUTION NO. 2008 - 06

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
ANTASIA PARKER**

WHEREAS, ANTASIA PARKER, of Tacoma, Washington, has served as a member of the Western Washington University Board of Trustees from July 1, 2007 to June 30, 2008; and

WHEREAS, ANTASIA PARKER has the distinction of being the tenth student appointed by the Governor to the Board of Trustees of Western Washington University; and,

WHEREAS, ANTASIA PARKER brought to the trustee position leadership qualities developed during her involvement in the Executive Board of the Black Student Union and the Associated Students Diversity Task Force; and the Western Washington University Associated Students Vice President for Legislative Affairs; and

WHEREAS, ANTASIA PARKER, dedicated time to the campus community in her work as a coordinator of the Civil Controversy Speaker Series and as a member of the Woodring College of Education's Diversity Committee; and

WHEREAS, ANTASIA PARKER has contributed her time and commitment to the University at considerable personal sacrifice while preparing to earn a Bachelor of Social Science in Political Science/Social Studies with a minor in Communications and English; and

WHEREAS, ANTASIA PARKER contributed to the increased stature and the future potential of Western Washington University through her participation in numerous activities and decisions affecting the University;

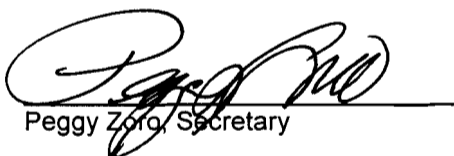
NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that ANTASIA PARKER be and is hereby honored for outstanding service and dedication to the University and is extended the gratitude and best wishes of the entire University community.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on June 13, 2008.



Kevin Raymond, Chair

ATTEST:



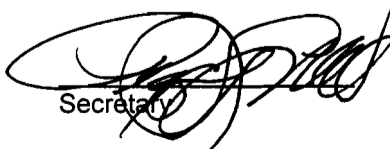
Peggy Zoro, Secretary

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 2008-06 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 13th day of June 2008, 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 13th day of June, 2008..



Secretary

RESOLUTION NO. 2008 - 07

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
RECOGNIZING THE SERVICE OF BOARD MEMBER
W. RON ALLEN**

WHEREAS, W. RON ALLEN, of Sequim, Washington has served on the Western Washington University Board of Trustees from October 2006 to May 2008, and;

WHEREAS, W. RON ALLEN brought to his appointment as trustees over 29 years of experience as Chairman and 21 years experience as Executive Director of the Jamestown S'Klallam Tribe, and;

WHEREAS, W. RON ALLEN brought to his appointment as trustee a record of leadership in the areas of education, health care, natural resource management and community service, and;

WHEREAS, W. RON ALLEN brought to his appointment as a trustee a commitment to community service by serving as Chair of the Washington Indian Gaming Association and on the board of the Olympic Memorial Hospital Foundation, and;

WHEREAS, W. RON ALLEN contributed his time to the stewardship of the University at considerable personal sacrifice; and


WHEREAS, W. RON ALLEN contributed to the increased stature and the future potential of Western Washington University through his participation in numerous activities and decisions affecting the University;

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University that W. RON ALLEN 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 13, 2008.


Kevin Raymond, Chair

ATTEST:



Peggy Zoro, 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 2008-07 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 13th day of June, 2008, 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 13th day of June, 2008.


Secretary

RESOLUTION NO. 2008 - 08

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 fourth straight NCAA Division II national championship; and

WHEREAS, it is the first time that a school has won four consecutive titles since the NCAA began a rowing championship in 1997; and

WHEREAS, after winning the NCAA II West Regional title for the fourth straight year, 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 all season long in the US/Rowing/Collegiate Rowing Coaches Association Top 25; receiving every first-place vote; and

WHEREAS, the Vikings' varsity eight and novice four placed second at the Western Intercollegiate Rowing Association Championships against Division I teams; and

WHEREAS, the Vikings' varsity eight, varsity four, second varsity eight, second varsity four, novice eight, novice four and lightweight four placed first at the Northwest Collegiate Rowing Conference Championships; and won the team title for the fourth straight year; and

WHEREAS, varsity seven seat Metta Gilbert, stroke Staci Reynolds, and four seat Samantha Marikis were named CRCA All-Americans and varsity eight two seat Audrey Coon, bow seat Madeleine Eckmann, and five seat Gina Auriemma were named CRCA National Scholar Athletes; and

WHEREAS, Audrey Coon and Gina Auriemma were named ESPN The Magazine, College Sports Information Directors of American Academic All-Americans, Coon to the second team and Auriemma to the third team; and

WHEREAS, John Fuchs was named 2008 Collegiate Rowing Coaches Association NCAA Division II National Coach of the Year for the second straight season and for the third time in four years; and


WHEREAS, the team members distinguished themselves as students in the classroom as well as on the course throughout a rigorous schedule of events; and 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 13, 2008.


Kevin Raymond, Chair

ATTEST:



Peggy Zoro, 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 2008-08 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 13th day of June, 2008, 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 13th day of June, 2008.


Secretary

Attachment 'A'
2008-09 Mandatory Student Fees

Summary of Current & Proposed Mandatory Student Fee Levels

It is proposed to increase three of the seven mandatory student fees for 2008-09. (No increase is proposed for the Technology, Non-Academic Building, Renewable Energy or Student Transportation Fees.)

This proposal constitutes an average increase of 3.49% for all existing Mandatory Student Fees. Tuition increase for 2008-09 is proposed to be 5%.

Mandatory Student Fees - Proposed Increases Effective Fall Quarter 2008-09*

*Subject to Board of Trustees Approval on June 13, 2008

Fee	Notes	Current Status	Mandatory Fees				Academic Fees			
			Current	Proposed	\$\$	%	Current	Proposed	\$\$	%
			2007-08	2008-09	Change	Change	2007-08	2008-09	Change	Change
Service & Activity (S&A) Fee	(1) (2)		\$160.00	\$166.00	\$6.00	3.75%	\$480.00	\$498.00	\$18.00	3.75%
Health Service Fee		Increase necessary to cover mandated nurses' salary adjustments and continuation of programs formerly supported with grant funding.	\$63.00	\$70.00	\$7.00	11.11%	\$189.00	\$210.00	\$21.00	11.11%
Technology Fee		No change proposed. Current authorization goes through Summer 2009. Students will need to act to renew this fee during 2008-09.	\$17.00	\$17.00	\$0.00	0.00%	\$51.00	\$51.00	\$0.00	0.00%
Non-Academic Building Fee		No change proposed	\$35.00	\$35.00	\$0.00	0.00%	\$105.00	\$105.00	\$0.00	0.00%
Renewable Energy Fee	(3)	No change proposed. Bid criteria planned to include environmental attributes. Funds generated should cover energy costs, with a possible small reliance on the nearly \$200,000 June 30, 2008 carryforward balance.	\$7.00	\$7.00	\$0.00	0.00%	\$21.00	\$21.00	\$0.00	0.00%
Student Recreation Fee (S&A)	(1)	Increase was proposed by students to ensure ongoing quality programs and facility.	\$94.00	\$95.00	\$1.00	1.06%	\$282.00	\$285.00	\$3.00	1.06%
Student Transportation Fee		No change proposed. Note that summer quarter fee is less than academic quarters because the extra late night shuttle service is not provided; the summer rate of \$20 covers just the bus pass.	\$25.00	\$25.00	\$0.00	0.00%	\$75.00	\$75.00	\$0.00	0.00%
Total Mandatory Fees			\$401.00	\$415.00	\$14.00	3.49%	\$1,203.00	\$1,245.00	\$42.00	3.49%

Notes:

(1) Fee is subject to 3.5% Student Loan Fee deduction.

(2) Bond Covenants pledge a minimum of \$32/full-time student per qtr and \$6.40/part-time student per quarter to the Housing & Dining System.

(3) Net fee revenues (from over enrollment and/or lower than expected energy costs) are held in reserve. Students are still in discussion on whether to propose using reserve funds for sustainable projects on campus. This would require separate Board approval at a later date.

Attachment 'B'
2008-09 Mandatory Student Fees

Services & Activities (S&A) Fee

Proposed Fee and Distribution: The Services and Activities (S&A) Fee Committee recommends increasing the 2008-09 academic year Services & Activities Fee by 5.0% as allowed by the Legislature (effectively 3.75% on the entire fee), setting the Summer 2009 rate at 65.15% of the academic year rate, and recommends approval of the distribution of the fees for the 2008-09 academic year and Summer 2008 as outlined.

Services & Activities Fee Committee Process and Summary

The Services & Activities (S&A) Fee Committee operates under the authority of RCW 28B.15.045 and makes recommendations on the distribution of S & A Fees for the following constituent groups: Housing & Dining, Associated Students, Athletics, Campus Recreation and 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 increases for academic year S & A Fees are limited by RCW to the percentages established for tuition increases.

Services & Activities (S&A) Fee

Academic Year 2008-2009

Proposed Fee Increase

Increase the S & A Fee for the 2008-2009 academic year by the maximum of 5.0% as allowed by the Legislature. 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 student per part-time student). Therefore, the "effective" percentage increase for the 2008-2009 year is 3.75%.

2007-2008 <u>Actual</u>	2008-2009 <u>Proposed</u>
\$480/year	\$498/year

Proposed Fee Distribution

- I. 3.5% distributed to Student Loan Fee as required by law.
- II. Music Copyright Fee to be allocated in the amount of \$12,380.
- III. Housing & Dining to receive minimums as required by bond covenants for debt services. This amounts to \$32 per quarter per full-time student and \$6.40 per quarter per part-time students.
- IV. Viking Pep Band (under DRAC below) funded in the amount of \$29,000, resulting in a change to the percentage split below.

<u>Constituency</u>	<u>2007-2008 Actual Percentage Split</u>	<u>2008-2009 Proposed Percentage Split</u>
Associated Students	50.52%	50.18%
Athletics	25.47%	25.30%
Campus Recreation	6.92%	6.87%
Department Related Activities	17.09%	17.65%
	<u>2007-2008 Actual Distribution</u> (Includes Over-Enrollment)	<u>2008-2009 Proposed Distribution</u> (Excludes Over-Enrollment)
Gross Fee Revenue	\$5,544,686	\$5,634,962
To Student Loan Fee	<u>\$ 194,064</u>	<u>\$ 197,224</u>
Net Fee Revenue to Distribute	\$5,350,622	\$5,437,738
<u>Distribution</u>		
Music Copyright Fee	\$ 10,972	\$ 12,380
Housing & Dining – per bonds	\$1,177,773	\$1,168,375
Associated Students	\$2,102,580	\$2,135,977
Athletics	\$1,060,030	\$1,076,867
Campus Recreation	\$ 288,002	\$ 292,577
Department Related Activities	<u>\$ 711,265</u>	<u>\$ 751,562</u> (incl. \$29,000 for Viking Pep Band)
TOTAL	\$5,350,622	\$5,437,738

Services & Activities (S&A) Fee

Summer 2009

Proposed Fee Level

As approved by the Board of Trustees in June 2002, the summer rate is set at 65.15% of the academic year rate. Thus the proposed rate for Summer 2009 is \$10.82 per credit.

Proposed Fee
Summer 2009

\$10.82 per credit

Summer 2008

Proposed Fee Distribution

The Board approved the Summer 2008 rate of \$10.42 per credit in June 2007. It is proposed that Summer 2008 S & A Fees be split on the following percentage basis after Housing & Dining receives \$32.00 per full-time student and \$6.40 per part-time student.

<u>Constituency</u>	<u>2007 Actual Percentage Split</u>	<u>2008 Proposed 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 2007 Actual Distribution</u>	<u>Summer 2008 Proposed Distribution</u>
Housing & Dining	\$ 46,771	\$ 46,771
Associated Students	\$129,960	\$142,342
Campus Recreation	\$ 24,014	\$ 26,302
Department Related Activities	\$ 61,013	\$ 66,827
Total	\$261,758	\$282,242

Attachment 'C'
2008- 2009 Mandatory Student Fees

Student Health Services Fee

Proposed Fee Increase: Counseling, Health and Wellness (CHW) Services proposes an increase in the Student Health Service Fee from \$63 to \$70 per quarter for 2008-09, effective Fall Quarter 2008 through Summer Quarter 2009 and required of 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 proposed CHW Fiscal Year 2008-2009 self-sustaining budgets and unanimously voted to recommend a \$70 per quarter fee for FY09. This 11.11% fee increase was also presented to the Associated Students Board, who indicated a willingness to go higher. However, because the \$70 fee was submitted to the Office of Financial Management in February as an expected maximum level, and because Initiative 960 holds us to that projection, the FY 09 fee proposal remains at \$70/qtr.

The CHW Committee and A.S. Board review includes a comparison of Western's programs and fees with other similar state universities. At \$210 per academic year, Western students would still be paying less for health & wellness services than two of the most comparable universities (Central & WSU).

Program Summary

This mandatory fee provides a stable, adequate funding base for the majority of our health related services. The Health Services Fee supports the Student Health Center, the Counseling Center and Prevention & Wellness Services. Each of these departments provides a variety of clinical and educational services to Western's students, some of which are mandated by law. All students receive the educational benefits of the health outreach programs and the benefit of preventive services within a close-knit living community. Whether exclusively utilizing the health & wellness services provided at Western or receiving evaluations and referrals to other community health resources, Western students and their families have realized that there is good value in the services provided.

Budget Summary

The \$3.3 million FY09 self-sustaining budget consists of 79% salary and benefit costs and 21% non-personnel.

The proposed 11.11% fee increase for 2008-09 will allow CHW to maintain existing services and will primarily be used to offset significant net increases in salary and benefit costs (\$234,300) and other non-personnel, operational increases of \$96,092. The budget also includes support for continuation of the formerly grant-funded Ending Violence Project which was established in 1999.

Revenues

The additional \$7/qtr proposed would be an 11.11% increase and would generate \$276,892 in additional revenue. Of the \$276,892 in additional revenue, \$32,130 would be attributed to increased enrollment and \$244,762 would be the result of the proposed fee increase. Other revenues are projected to increase \$53,500 for a total projected revenue increase of \$330,392.

Expenses

The \$330,392 increase in total revenue will cover cost increases beginning in FY08 and additional expenses projected for FY09.

FY 08 Personnel – Salary & Benefits (\$93,247)

- FY 08-State mandated salary adjustment for seven RN II's, \$64,462
- FY 08-Three Nurse Practitioner salary adjustments per compression w/RN II's, \$28,785

FY 09 Personnel Expenses (\$141,053)

Salaries (\$190,365):

- Increase to M.D. & nursing fill-in budget for Student Health Center & Self Care, \$53,649
- New position for FY09 - .750 FTE Licensed Practical Nurse in Student Health Center, \$31,937
- New funding in FY09 – Two Coordinators for CASAS & Men's Violence Prevention, \$67,392
- 2% classified & professional staff salary increase & classified step increases, \$37,387

Benefits(\$- 49,312)

- All increases in benefit costs due to salary increases, increased retirement benefits and changes in appointment were more than offset by employer benefit savings due to the recent reduction in the cost of employer paid health care.

FY 09 Administrative & Operating Expenses (\$96,092)

- Medical Services, \$38,000 (offset by increased revenue from billings for medical services)
- Increased cost of Licensing & Support for software & servers, \$1,953
- Annual CPI increase per psychiatric consulting contracts, \$3,220
- Additional support in Prevention & Wellness for Ending Violence Project, \$18,000
- Other Operating: \$3,199 for custodial, telecom, uniforms, etc.
- Increase to budget line for Administrative Services Assessment, \$20,975
- Increase to budget contingency line, \$10,745

Fee Comparisons

Western's proposed Health Service Fee of \$70/qtr (\$210/year) is lower than CWU and WSU.

**Comparison of Health Services Fee
 WWU and other Washington State Universities**

Academic Year	Health Fee Comparisons			Services / Funding Not Directly Comparable		
	Western Washington University	Central Washington University	Washington State University	The Evergreen State College	Eastern Washington University	University of Washington
2000-2001	135.00	135.00	135.00	110.00	117.00	no history
2001-2002	139.50	135.00	141.00	110.00	117.00	"
2002-2003	144.00	180.00	144.00	112.50	120.60	"
2003-2004	153.00	180.00	174.00	117.00	124.72	"
2004-2005	162.00	180.00	204.00	120.00	128.49	"
2005-2006	169.50	180.00	234.00	120.00	132.30	"
2006-2007	180.00	180.00	240.00	126.00	182.07	"
2007-2008	189.00	216.00	240.00	132.00	192.15	"
2008-2009	210.00	216.00	252.00	138.00	201.75	"
% increase	11.11%	0.00%	5.00%	4.55%	5.00%	
	(proposed)	no change	(approved)	(estimate)	(estimate)	
quarterly equiv	70.00	72.00	84.00	46.00	67.25	

Notes:

- 1) Central Washington University is not increasing fee in FY 09 because of 20% increase in FY 08. Projected to increase to ~\$80 /qtr in FY 2010 (~\$240/yr)
- 2) Washington State University is increasing their fee 5% in FY 09.
- 3) Evergreen State College has a small clinic serving~4,500 students. Estimating \$2/qtr (4.55%) increase in FY 09
- 4) Eastern Washington University's services are outsourced. FY09 increase estimated to be 5%
- 5) University of Washington has no Health Fee. Funding is not comparable given its Medical Center

Attachment 'D' **2008-09 Mandatory Student Fees**

Renewable Energy Fee

Planned Bid Criteria: To include effectiveness of environmental attributes as selection criteria in the bidding process for securing renewable energy.

No Change in Fee Level: After program review and calculation of expected revenues and expenses for renewable energy, it is recommended that the 2008-09 Renewable Energy Fee maintained at the current level of \$.70 per credit (maximum of \$7.00 for 10 or more credits.) This fee level would be in effect from Fall 2008 through Summer 2009. If fee revenues fall short of the amount needed to purchase 100% renewable energy with the environmental criteria stated above, the carry forward balance could be utilized.

Program Report and Information on Bid Criteria

History of Actions

- In April of 2004 the students of Western voted to pay an extra fee, not to exceed \$19 per quarter, to purchase 100% renewable electricity. In June of 2005, the Board of Trustees established the new Student Renewable Energy Fee at \$1.05 per credit (maximum of \$10.50 per quarter) to begin with Fall Quarter 2005.
- In September of 2005, Western signed a Large Volume Green Power Purchase Agreement with Puget Sound Energy (PSE) to purchase enough Renewable Energy Certificates (RECs or green power) through PSE's Green Power Program to cover the electricity consumed under the campus' primary utility account, representing approximately 36,000 megawatt-hours, annually. The term of the agreement was one year and at a cost of \$.01/kWh.
- In September of 2006, Western renewed the existing agreement with PSE, and added a second, complementary agreement to cover all of Western's other electric accounts, representing an additional 1,900 megawatt-hours, annually. Both agreements were for a minimum of one year.
- In April of 2007 PSE reduced the cost of green power from \$.01/kWh to \$.006/kWh. Subsequently, in June of 2007 the Student Renewable Energy Fee was reduced from \$1.05 per credit to \$.70 per credit for 2007-08.
- In the Spring of 2007 the students communicated a desire to purchase Renewable Energy Certificates (RECs) based upon environmental attributes, and their potential for generating the greatest emissions offset. On May 25, 2007 the Associated Students Board of Directors adopted the following motion:
"The Associated Students Board of Directors supports the inclusion of the effectiveness of environmental attributes as a criteria for the Renewable Energy RFP process. Also, the Renewable Energy Fee may be set at a level that will accommodate inclusion of these criteria, but shall not exceed \$10.50 per fulltime student per quarter for 2007-08."

Inclusion of Bid Criteria for the Effectiveness of Environmental Attributes – June 2008

With the Board of Trustees' support at their June 2007 meeting, WWU administration began exploring methods and options to target their purchase of RECs and formed a committee of faculty, staff, and students to develop a process of evaluating and purchasing RECs based upon their attributes. Currently, the committee is finalizing their process and a Renewable Energy Request for Proposal (RFP) is expected to be released in mid-June, 2008.

PSE Memorandum of Understanding In the meantime, and in response to the students' expressed desire, on September 20, 2007 PSE and Western signed a Memorandum of Understanding whereby PSE agreed to purchase, at no additional cost to WWU for 2007-08, enough RECs from North Dakota to cover 100% of Western's green power purchases. North Dakota was selected based on the state's fuel mix and higher than average CO₂ factor (1,813 pounds per megawatt-hour of production vs. 1,295 pounds per megawatt-hour in the Western regional grid). While this agreement satisfies in part the purchase of RECs based upon their environmental attributes it does not completely address all elements of the evaluation model incorporated in the yet-to-be released Green Power RFP. However, it does establish a new-found baseline for comparison of any subsequent green power purchases.

Market for Green Power Since Western embarked on its endeavor to purchase 100% renewable energy certificates, there has been increasing market demand for green power. Whereas Western started off as a leader on EPA's Green Power Partner lists, many more institutions, governments, and businesses have moved ahead with their commitments to also purchase renewable energy. While this combined effort is good for the environment, there is a corresponding expectation that Western may realize an increase in its cost of RECs, particularly when considering the environmental attributes being sought in the aforementioned RFP. If fee revenues fall short, the carry forward balance in the Renewable Energy Fee Fund could be utilized to meet these enhanced bid criteria (balance expected to be nearly \$200,000 at June 30, 2008.) The University may contract with one or more parties as a result of the bid process, or may choose to reject all bids and stay with its current "rate based" program with PSE (which also addresses environmental attributes to a degree.) Note: PSE's current contract with WWU runs on a month-to-month basis.

Definition of Renewable Energy Certificates (RECs)

RECs (also called 'green tags') are a renewable energy product that companies (or universities) can purchase to reduce the environmental impact of their business activities. The REC represents the environmental attribute (i.e. avoided CO₂ emissions) that is associated with generating electricity using renewable resources instead of fossil fuels. The value of the REC is separated from the electricity that is generated (which is sold as 'generic' power) and the cost of the environmental attribute is typically the difference between the higher renewable energy cost and the 'generic' energy cost.

By separating the environmental attributes of the REC from the power that is generated, a business (or university) is able to purchase the attributes to effectively offset their actual consumption of electricity from non-renewable resources (i.e. making it the same as green power) as well as offset any other business activity that contributes to greenhouse gas emissions (i.e. reduce carbon footprint). When electricity from a renewable power facility displaces power from a fossil fuel plant in the electrical supplier's wholesale market or regional power pool, the associated avoided CO₂ emissions can be claimed to meet greenhouse gas emission targets.

Overview of Upcoming Request for Proposal

Western Washington University intends to issue in June of 2008 a Request for Proposal (RFP) to purchase Renewable Energy Certificates (RECs) based upon a quantifiable measure of benefits provided to the environment through the generation of electrical power through the use of renewable resources. Following are the particular parameters that will direct the RFP process.

- The proposal is for the purchase of up to 40,000 MWh of Renewable Energy Certificates for the period of one year to begin no later than January 01, 2009. Payment and delivery is to occur quarterly in the amount of 10,000 MWh per quarter. Proposals may be for the entire 40,000 MWh, or in increments of 5,000 MWh. The term may be extended by one (1) year increments for a total of five (5) additional years.
- All types of renewable resources (wind, solar, thermal, etc.) are eligible, although they must have third-party certification, such as Green-e Energy Certification.
- All proposals that meet the requirement for third-party certification will be evaluated based on the cost per unit of an environmental index. The REC price (\$/MWh) will be divided by an index of (favorable) environmental impacts (per MWh) and adjusted by an additionality score to yield an adjusted price. This adjusted price will form the basis for the purchase decision. The index of environmental impacts will be constructed using the following criteria:
 - *Criterion 1 – Emission Rates of Displaced Facilities (90% of unadjusted environmental score)*

The environmental benefit from displaced emissions (CO₂, SO₂) depends on the location of the renewable source. Displacement of conventional generating facilities in regions with high emission rates yields greater benefits than displacement of the same quantity of generation in regions with lower emission rates. The overall score for emission displacement is pre-assigned for a geographic region as determined by an assessment model prepared by WWU students and Professor Dan Hagen
 - *Criterion 2 – Environmental Assessment of Source Facility (10% of unadjusted environmental score)*

The other environmental impacts of the renewable facility (positive and negative) will be assigned an overall score from -10 to 10 based upon requested documentation from RFP respondents. A negative score will be assigned if there are significant, documented negative impacts from the source facility (such as bird mortality from wind turbines). A positive score will be assigned if there are significant, documented impacts from the source facility beyond the emission benefits (such as improved management of dairy waste). The evidence provided by respondents will be evaluated by a review team comprised of WWU students, faculty, and staff.
 - *Criterion 3 – Additionality Assessment (used to adjust environmental score)*

The environmental score will be (positively) adjusted if there is indication that a comprehensive assessment was completed and there is well-documented evidence that the REC revenue is essential for financial viability of the project. The evidence will be evaluated and assigned a score by the WWU review team.

Renewable Energy Fee - Fund Summary

	<i>Includes Over Enrollment</i>	<i>Includes Over Enrollment</i>	<i>Budgeted Enrollment</i>
	FY07 Actual	FY08 Projected	FY09 Projected
Fee Level	\$1.05/credit	\$0.70/credit	\$0.70/credit
Carry Forward Balance	\$ 100,498	\$ 137,978	\$ 191,469
Fee Collections	\$ 409,320	\$ 279,331	\$ 279,657
Renewable Energy Expense (FY09 shows an estimated maximum cost and includes an allowance for environmental attribute criteria)	\$ (367,491)	\$ (230,000)	\$ (320,000)
Other	\$ (4,349)	\$ 4,160	\$ -
Net Revenues	\$ 37,480	\$ 53,491	\$ (40,343)
Ending Fund Balance	\$ 137,978	\$ 191,469	\$ 151,126

Attachment 'E'
2008-2009 Mandatory Student Fees

2008-09 Student Recreation Fee

Proposed Fee Increase: The Campus Recreation Advisory Group (an S&A Committee) proposes an increase in the Student Recreation Fee from \$94 to \$95 per quarter for 2008-09, effective Fall Quarter 2008 through Summer Quarter 2009 and required of students enrolled in six (6) or more credits on the main campus.

Executive Summary

The Campus Recreation Advisory Group (comprised of students, faculty and staff) reviewed the Fiscal Year 2008 and 2009 self-sustaining budgets and voted unanimously to recommend the proposed \$95 per quarter fee for 2008-09. This fee funds the bond debt and current operations, and contributes toward the long-term maintenance of the Wade King Student Recreation Center (WKSRC).

The proposed fee increase for the Student Recreation Fee is 1.1% (\$1 per quarter). The maximum fee increase allowed per RCW is the increase in undergraduate resident tuition for 2008-09 (5%).

The \$1 per quarter increase in the Student Recreation Fee will increase the fee from \$94 to \$95 per quarter. The \$95 per quarter rate equates to \$31.67 per month or \$285 for the academic year.

Operating Fund

Revenue Projections

It is projected that the fee increase will generate an additional \$ 58,553 in student fee revenue above the actual amount collected in 2007-08. (Enrollment growth is included in the projection, but over-enrollment is not.) Other revenues are projected to increase by \$7,992 (includes a 1.1% increase in other WKSRC memberships) for a total revenue increase of \$66,545.

Transfers and Expense Projections

The increase in student fees and revenues will cover salary increases for staff, minimum wage increases for students, and increases in maintenance costs.

Attached is a summary of actual and projected revenues and expenditures, fund balances, and usage since the facility opened in Fall of 2003-04 (partial year).

Reserve and Foundation Funds

As planned and budgeted, \$200,000 was transferred from the Operating Fund to the Long Term Repair & Replacement Maintenance Reserve Fund at the end of 2006-07, giving the Reserve a balance of \$843,480 as of June 30, 2007. In 2007-08, \$200,000 will be transferred as required by bond covenant giving the R&R Reserve a balance of \$1,083,480 with accrued interest. As per bond covenant, this contribution level is reviewed by the University every five years and adjustments are made according to projected facility needs as time goes on. Internal analysis has lead management to raise the annual contribution to \$250,000 to ensure funds are sufficient for major maintenance projects. This fund will be used over the life of the facility for major planned repairs and replacements such as roof, pool, wood flooring, etc. according to the Lifecycle Management Plan.

The Operating and Equipment Reserve Fund's ending balance at June 30, 2007 was \$1,142,031. This fund functions both as an operating reserve for a budget that can be volatile (e.g., utility and maintenance costs) and as a source of funds for replacement of equipment.

The Wade King Student Recreation Center Fund has an accumulated balance of \$106,389 for this fiscal year (FY08). Annual contributions to this fund are being made by Frank and Mary King in honor of their son Wade, and those annual contributions will be endowed in perpetuity. This fund is used to maintain a high-quality facility and recreation program for future generations to come. Expenditures have been made this fiscal year (FY08) from this fund for equipment replacement and upgrades, as well as youth camp scholarships for need-based families.

See the attached fund balance summaries.

Usage Patterns

Student usage of the facility has continued to grow since 2003-04 when the facility opened.

- There have been 11,389 student members who have visited the WKSRC at least once during the September 2007 to May 2008 timeframe.
- The total number of "turns through the turnstile" has been 372,961 to date (May 14) for the academic year 2007-08 compared with 309,897 for the entire 2003-04 academic year.
- Average daily usage has been 1,827 compared to 1,277 in 2003-04. Peak usage in one day has grown to 3,337 compared to 2,900 in 2003-04.
- Besides typical summer usage by students, staff and faculty, the recreation center holds youth camps, sport camps, athletics camps, cheerleading camp, and Spanish language camp.

2008-2009 Fee Comparisons

	<u>Per Quarter</u>	<u>Per Semester</u>	<u>Per Acad. Year</u>	<u>% Increase</u>
Western Washington University	\$95	-	\$285	1.1%
Central Washington University ⁽¹⁾	\$95	-	\$285	0%
Washington State University ⁽²⁾	-	\$136.50	\$273	6.6%

Notes:

- (1) Central Washington University's Recreation Center opened in January of 2006; no change in the fee for 08-09.
- (2) Washington State University has higher enrollment levels which contribute to keeping the overall cost per student down.
- (3) The University of Washington's revenues come as a distribution from S&A Fees plus an additional \$35 per quarter improvement fee that was added when the Intramural Activities building was expanded a couple of years ago. The fee also funded improvements to other recreational sports program facilities including: construction of a synthetic-turf, night-lighted, multi-activity sports field, and renovation of the golf driving range.
- (4) Eastern Washington University just opened their recreation center in May 2008 (\$65/quarter), but is highly limited in their facility space (e.g. one basketball court) and does not have the same operational space or capabilities as the other state educational recreation centers.
- (5) The Evergreen State College does not have a recreation center.

Wade King Student Recreation Center Budget Report and Projections						
	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
	Partial Year	Full Year	Full Year	Full Year	Projections Includes Over Enrollment	Projections Based on Budgeted Enrollment
Student Recreation Fee Level	\$ 80.00	\$ 85.00	\$ 89.00	\$ 93.00	\$ 94.00	\$ 95.00
Increase from previous year	New fee Fall 2003	6.25%	4.70%	4.50%	1.10%	1.10%
OPERATING BUDGET						
Revenue						
Gross Student Fee Revenue ⁽¹⁾	2,866,307	3,322,738	3,528,420	3,655,704	3,740,230	3,800,907
3.5% Student Loan Fee Deduction	(100,321)	(116,296)	(123,495)	(127,950)	(130,908)	(133,032)
Net Student Fee Revenue	2,765,986	3,206,442	3,404,925	3,527,754	3,609,322	3,667,875
Other Revenues (Memberships, Classes, Rentals & Other Revenue)	215,550	486,588	494,055	505,269	525,205	533,197
TOTAL REVENUE	2,981,536	3,693,030	3,898,980	4,033,023	4,134,527	4,201,072
Debt Service	(957,195)	(1,720,405)	(1,841,350)	(1,841,350)	(1,841,350)	(1,841,350)
REVENUE AVAILABLE FOR OPERATIONS	2,024,341	1,972,625	2,057,630	2,191,673	2,293,177	2,359,722
WWU Administrative Services Assessment ⁽²⁾	0	(32,000)	(32,902)	(25,510)	(90,743)	(93,027)
NET REVENUE	2,024,341	1,940,625	2,024,728	2,166,163	2,202,434	2,266,695
Expenditures						
Salaries & Benefits (approx. 1/3 of expense is student staff) ⁽³⁾	(811,104)	(813,495)	(875,397)	(861,774)	(993,406)	(1,058,603)
Maintenance & Utilities ⁽⁴⁾	(320,333)	(432,064)	(510,159)	(494,331)	(559,000)	(596,000)
Operating, Programmatic, Audit & Administrative Expenses ⁽⁵⁾	(216,134)	(205,648)	(250,324)	(194,169)	(302,104)	(359,499)
Non-Capital Improvements	0	0	0	0	0	0
TOTAL EXPENDITURES	(1,347,571)	(1,451,207)	(1,635,880)	(1,550,274)	(1,854,510)	(2,014,102)
NET OPERATING	676,770	489,418	388,848	616,389	347,924	252,593
Annual Transfer to Long Term R&R Maintenance Reserve ⁽⁶⁾	(290,000)	(150,000)	(150,000)	(200,000)	(200,000)	(250,000)
Transfer to Operating/Equipment Reserve Fund	0	(656,228)	(285,749)	(300,000)	(200,000)	(75,000)
NET OPERATING AFTER TRANSFER TO RESERVE	386,770	283,210	183,109	116,389	147,924	27,593
Beginning Fund Balance	0	386,770	69,960	23,059	138,948	86,872
Cumulative Ending Balance	386,770	69,960	23,059	116,389	147,924	27,593

Notes:

- 1 Fee revenue from over enrollment in 2008-09 would be used as a contingency and/or for one-time expenditures. For example, in 2004-05, expenses were incurred for wood floor & pool maintenance issues, and for purchase of towels, lockers, storage items, etc.
- 2 The Administrative Services Assessment is now a 2.25% fee of all revenue (including the Student Recreation fee) (FY08).
- 3 Salary increases reflect the first time that Campus Recreation Services has been at full staff since FY05 (FY09).
- 4 Maintenance expenses have increased based on reorganization of budgeting codes (FY 07).
- 5 Equipment loan purchase payments in the amount of \$20,000 to \$25,000 per year will end with a 1/2 annual payment in December 2008. This line item is now sustaining a larger portion of the annual equipment purchase.
- 6 Beginning in 2008-09, the Long Term Maintenance contribution will increase to \$250,000 per year to account for possible replacement values.

Wade King Student Recreation Center - Reserve and Foundation Fund Balances

The following funds were either required by bond covenant or created by the University to ensure a quality program and to ensure sufficient funds are set aside for equipment replacement, long term building maintenance and repair. In addition the reserves are important to the continuation of service in the event of large unanticipated expense items or expenses related to catastrophic events (including insurance deductibles.) The Long Term R&R Maintenance Reserve Fund's annual contribution level was set for the first 5 years within the bond covenants, and is to be reviewed by the University every 5 years thereafter so that adjustments are made according to projected facility needs as time goes on.

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
	Partial Year	Full Year	Full Year	Full Year	Projection	Projection
OPERATING and EQUIPMENT RESERVE FUND						
Beginning Balance	-	-	656,228	941,977	1,142,031	1,292,031
Transfers IN ⁽⁷⁾	-	656,228	285,749	300,000	200,000	75,000
Interest Income (Credited to Main Operating Fund)	-	-	-	-	-	-
Expenses	-	-	-	(99,946)	(50,000)	(100,000)
Operating/Equipment Reserve Fund Balance		656,228	941,977	1,142,031	1,142,031	1,292,031
LONG TERM R&R MAINTENANCE RESERVE FUND (Required by Bond Covenant)						
Beginning Balance	0	290,000	445,799	612,394	843,480	1,083,480
Annual Transfer IN from Operating Budget ^{(8) (9)}	290,000	150,000	150,000	200,000	200,000	250,000
Interest Income	-	5,799	16,595	31,086	40,000	50,000
R&R Expenditures (per Life Cycle Management Schedule)	-	-	-	-	-	-
Cumulative Long Term R&R Reserve Fund Balance	290,000	445,799	612,394	843,480	1,083,480	1,383,480
WADE KING STUDENT RECREATION CENTER FUND						
Beginning Balance	-	50,325	100,350	147,660	181,389	106,389
Transfers IN	50,325	50,025	50,000	50,050	50,000	50,000
Interest Income	-	-	-	-	-	-
Expenses	-	-	(2,690)	(16,321)	(125,000)	(50,000)
Wade King Student Recreation Center Fund Balance	50,325	100,350	147,660	181,389	106,389	106,389

Notes:

- 7 This fund balance functions both as an operating reserve for a budget that can be volatile and as a source of funds for replacement of equipment. An assessment has determined that the level of need for equipment replacement is greater due to high usage rates.
- 8 Beginning in 2006-07, the Long Term Maintenance contribution is required to be \$200,000 and will increase to \$250,000 in FY09.
- 9 Reserves are in place in the event of catastrophic events as well. The current insurance deductible is \$250,000 for a major occurrence.

Waide King Student Recreation Center Budget Report and Projections						
	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09
	Partial Year	Full Year	Full Year	Full Year	Projections Includes Over Enrollment	Projections Based on Budgeted Enrollment
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Increase from previous year	New fee Fall 2003	6.25%	4.70%	4.50%	1.10%	1.10%
OPERATING BUDGET						
Revenue						
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3.5% Student Loan Fee Deduction	(100,321)	(116,296)	(123,495)	(127,950)	(130,908)	(133,032)
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TOTAL REVENUE	2,981,536	3,693,030	3,898,980	4,033,023	4,134,527	4,201,072
Debt Service						
	(957,195)	(1,720,405)	(1,841,350)	(1,841,350)	(1,841,350)	(1,841,350)
REVENUE AVAILABLE FOR OPERATIONS	2,024,341	1,972,625	2,057,630	2,191,673	2,293,177	2,359,722
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Expenditures						
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Operating, Programmatic, Audit & Administrative Expenses ⁽⁵⁾	(216,134)	(205,648)	(250,324)	(194,169)	(302,104)	(359,499)
Non-Capital Improvements	0	0	0	0	0	0
TOTAL EXPENDITURES	(1,347,571)	(1,451,207)	(1,635,880)	(1,550,274)	(1,854,510)	(2,014,102)
NET OPERATING	676,770	491,418	388,848	611,389	347,924	252,593
Annual Transfer to Long Term R&R Maintenance Reserve ⁽⁶⁾	(290,000)	(150,000)	(150,000)	(200,000)	(200,000)	(250,000)
Transfer to Operating/Equipment Reserve Fund	0	(656,228)	(285,749)	(300,000)	(200,000)	(75,000)
NET OPERATING AFTER TRANSFER TO RESERVE	386,770	285,210	188,109	111,389	147,924	127,593
Beginning Fund Balance	0	386,770	69,960	23,059	138,948	86,872
	386,770	672,000	258,069	134,448	286,948	214,465

Notes:

- 1 Fee revenue from over enrollment in 2008-09 would be used as a contingency and/or for one-time expenditures. For example, in 2004-05, expenses were incurred for wood floor & pool maintenance issues, and for purchase of towels, lockers, storage items, etc.
- 2 The Administrative Services Assessment is now a 2.25% fee of all revenue (including the Student Recreation fee) (FY08).
- 3 Salary increases reflect the first time that Campus Recreation Services has been at full staff since FY05 (FY09).
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- 5 Equipment loan purchase payments in the amount of \$20,000 to \$25,000 per year will end with a 1/2 annual payment in December 2008. This line item is now sustaining a larger portion of the annual equipment purchase.
- 6 Beginning in 2008-09, the Long Term Maintenance contribution will increase to \$250,000 per year to account for possible replacement values.

Wade King Student Recreation Center - Reserve and Foundation Fund Balances

The following funds were either required by bond covenant or created by the University to ensure a quality program and to ensure sufficient funds are set aside for equipment replacement, long term building maintenance and repair. In addition the reserves are important to the continuation of service in the event of large unanticipated expense items or expenses related to catastrophic events (including insurance deductibles.) The Long Term R&R Maintenance Reserve Fund's annual contribution level was set for the first 5 years within the bond covenants, and is to be reviewed by the University every 5 years thereafter so that adjustments are made according to projected facility needs as time goes on.

	2003-04 Partial Year	2004-05 Full Year	2005-06 Full Year	2006-07 Full Year	2007-08 Projection	2008-09 Projection
OPERATING and EQUIPMENT RESERVE FUND						
Beginning Balance	-	-	656,228	941,977	1,142,031	1,292,031
Transfers IN ⁽⁷⁾	-	656,228	285,749	300,000	200,000	75,000
Interest Income (Credited to Main Operating Fund)	-	-	-	-	-	-
Expenses	-	-	-	(99,946)	(50,000)	(100,000)
Operating Equipment Reserve Fund Balance		656,228	941,977	1,142,031		
LONG TERM R&R MAINTENANCE RESERVE FUND (Required by Bond Covenant)						
Beginning Balance	0	290,000	445,799	612,394	843,480	1,083,480
Annual Transfer IN from Operating Budget ^{(8) (9)}	290,000	150,000	150,000	200,000	200,000	250,000
Interest Income	-	5,799	16,595	31,086	40,000	50,000
R&R Expenditures (per Life Cycle Management Schedule)	-	-	-	-	-	-
Cumulative Long Term R&R Reserve Fund Balance	290,000	445,799	612,399	843,480	1,083,480	1,383,480
WADE KING STUDENT RECREATION CENTER FUND						
Beginning Balance	-	50,325	100,350	147,660	181,389	106,389
Transfers IN	50,325	50,025	50,000	50,050	50,000	50,000
Interest Income	-	-	-	-	-	-
Expenses	-	-	(2,690)	(16,321)	(125,000)	(50,000)
Wade King Student Recreation Center Fund Balance	50,325	100,350	147,660	181,389	106,389	

Notes:

- 7 This fund balance functions both as an operating reserve for a budget that can be volatile and as a source of funds for replacement of equipment. An assessment has determined that the level of need for equipment replacement is greater due to high usage rates.
- 8 Beginning in 2006-07, the Long Term Maintenance contribution is required to be \$200,000 and will increase to \$250,000 in FY09.
- 9 Reserves are in place in the event of catastrophic events as well. The current insurance deductible is \$250,000 for a major occurrence.

Attachment 'F'
2008-09 Mandatory Student Fees

Student Alternative Transportation Fee

Proposed Fee: After program review and calculation of expected revenues and expenses for student alternative transportation, it is recommended that 2008-09 Student Alternative Transportation Fee remain at the same level as the current fee: \$25 quarterly fee for the academic year and a \$20 fee for summer quarter. This fee level would be in effect from Fall 2008 through Summer 2009.

WHY THIS ITEM IS BEING PRESENTED TO THE BOARD:

Board approval is required for all mandatory student fees. The recommendation is to keep the current fee structure: \$25 quarterly fee for the academic year and a \$20 fee for summer quarter.

PROGRAM REPORT

The Western Student Transportation program (WST) was created by the Associated Students after the vote for the transportation fee, with the program goal of enabling students to live a full college experience without owning a private automobile.

This program is an outstanding example of successful collaborations within the WWU campus community and Bellingham's transit providers. The benefits to the students, the university and the community were evident immediately with a 25% increase in WTA ridership in October 2007 (over October 2006), and have continued to rise to a 46% increase in WTA ridership in April 2008 (over April 2007). The success of this program supports quality, diversity and community through improved transportation equity, reduction in greenhouse gas emissions and increased student engagement and sustainability awareness.

The team effort that has resulted in successful implementation of the first year of the WWU student transportation program has enabled efficient use of staff time, making staff more available to students, while providing student employment and student academic partnership opportunities. The approach to this project has helped to change the paradigm of system change. The system has worked nearly flawlessly, with minimal disruptions, resulting in easy access to transit passes for the student body.

The supportive approach taken by staff involved in the project encouraged measured risk-taking, removing bureaucratic barriers to success, while enhancing cross divisional staff relationships and understanding. Key players in the project include staff of the Western Card Office, Administrative Computing, Student Accounts, Purchasing, and Transportation, providing expertise across all areas of the project. In addition to the core group, employees all over WWU pitched in to support this project for the students.

Over 13,000 bus passes were distributed: 11,000 in the first two weeks; 3,000 in one day.

Reports from the daytime transit provider - Whatcom Transportation Authority (WTA)

“Oh my goodness. 100,000 increase in ridership in one month is unheard of (a 27% jump). Seven routes were up over 25%! WWU routes accounted for 68,000 of the 100,000 increase, though many of the non-WWU routes benefit from WWU riders also, so the effect of the universal pass is even greater than 68,000. The three non-WWU Go Lines were also each up at least 10%. This is an historical moment in WTA's history.”

“WTA's February 2008 fixed Route ridership was up 46 percent compared with ridership for February 2007. Western Washington University students account for 73 percent of the increase. While increases on routes serving WWU saw the largest ridership gains, students boosted ridership throughout WTA's system, not just on routes serving WWU. 18 of WTA's 25 non-WWU routes experienced ridership gains of 20 percent or higher.”

WWU Late Night Shuttle: transit provider – Bellair Charters/Airporter Shuttle

The WWU Late Night Shuttle began running in September 2007, and provides transit service from 11:00 PM to 3:00 AM Monday through Saturday and 9:00 PM to 3:00 AM on Sundays. The goal of this shuttle is to provide safe, efficient, and convenient late night transit service to campus and other popular destinations for Western students living in dense concentrations. The shuttle provides access to jobs, residences, shopping, dining, entertainment, and libraries. By providing this service, Western students now have a new transportation option that is safe for both themselves and the community, and allows for sustainable choices at virtually all hours of the day.

	<u>Fall Quarter 2007</u>	<u>Winter Quarter 2008</u>
	7,163 total boardings	7,066 total boardings
Friday & Saturday	47%	41%
Sunday -Thursday	53%	59%
9 PM – 1 AM	73%	71%
1 AM – 3 AM	27%	29%
Biggest Nights	282 boardings (October 28, 2007, Halloween) 259 boardings (March 14, 2008, last Friday before finals)	

Budget

	<u>Revenue</u>	<u>Expense</u>	<u>Fund Balance</u>
FY08 (7/1/07 – 6/30/08)	\$951,700	\$690,540	\$261,160
FY09 (7/1/08 – 7/1/09)	\$994,000	\$855,940	\$399,220

Costs incurred are primarily payments to the transportation providers for services, fuel, and bus repair. The FY09 budget includes \$120,000 for bus repairs and one additional program assistant position. Bus replacements may be one of the primary challenges of this program; 10% of revenues are set aside each year for this purpose (and are part of the fund balances shown above.)

Program Coordination and Accountability

This initiative for this program lies with the Associated Students, and is administered by the University now with on-going staff support and a large degree of continued student participation. The Alternative Transportation Fee Committee meets weekly. Being a new program, planning and precedent setting decisions are fully discussed and budgets closely monitored. Now, following the first full business cycle, students are preparing to help formalize program policies and procedures. Communication between students and staff is very productive.

Activities of the Student Alternative Transportation Fee committee include:

- Program evaluations, review student comments, identify issues and recommend changes.
- Examine WTA ridership reports and make recommendations.
- Examine Late Night Bus Service ridership reports and make changes to the service as necessary.
- Assist in University negotiations for both the Late Night Bus Service and WTA student service contracts and amendments.
- Assist the Associated Students' Vice Presidents in preparing a yearly report on the status of the fee for the Associated Students Board of Directors and WWU Board of Trustees.

Committee Members:

- Associated Students VP for Legislative & Governmental Affairs (Chair)
- Associated Students VP for Student Life
- One or two students at-large (appointed by the Associated Students)
- Student Alternative Transportation Coordinator
- WWU Sustainable Transportation Program Manager
- Business and Financial Affairs Budget Director
- WWU staff at-large

Mission of the Student Transportation Fee

The Alternative Transportation Fee provides students with viable transit services, and encourages sustainable transportation practices through student engagement in education and advocacy.

Other Academic Program Fees

Fund	Department	Course #	Title	2007-08 Fee	2008-09 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
Academic Affairs									
45607	Academy for Lifelong Learning	Continuing Education Programs and Courses	Annual Membership Dues - additional person at household	45.00	45.00				7/1/2001
45607		Continuing Education Programs and Courses	Annual Membership Dues - 1st for household	65.00	65.00				7/1/2001
45608		Continuing Education Programs and Courses	ALL Course Fees	Variable	Variable				7/1/1998
25111	CHSS: Communication Sciences & Disorders	Degree Programs via EESP	Credit Option	48.00 per credit	50.00 per credit	2.00	4.17%	Increase to Fee	7/1/2007
25111		Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25111		Degree Programs via EESP	Graduate Course Workshops	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25111		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25111		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
45604	Conference Services	Continuing Education Programs and Courses	Conferences	Variable	Variable				7/1/1990
25110	CST: Vehicle Design	Degree Programs via EESP	Credit Option	48.00 per credit	50.00 per credit	2.00	4.17%	Increase to Fee	7/1/2007
25110		Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25110		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25110		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25110		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25303	Extended Education & Summer Programs	Continuing Education Programs and Courses	Correspondence Registration Fee	20.00	25.00	5.00	25.00%	Increase to Fee and fund chg	7/1/2000
25303		Continuing Education Programs and Courses	Enrollment Renewal Fee	35.00	50.00	15.00	42.86%	Increase to Fee and fund chg	7/1/2001
20033	Foreign Studies Course	Continuing Education Programs and Courses	Application Fee	60.00	60.00				7/1/2005
20033		Continuing Education Programs and Courses	Application Fee for Non-WWU Students	105.00	105.00				7/1/2002
20033		Continuing Education Programs and Courses	Concurrent Enrollment Fee	200.00	200.00				7/1/2006

Other Academic Program Fees

Fund	Department	Course #	Title	2007-08 Fee	2008-09 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
20033	Foreign Studies Course	Continuing Education Programs and Courses	Faculty Led Program Fee-Per Student	Variable	Variable				7/1/2007
20033		Continuing Education Programs and Courses	Incoming Student - Per Quarter	Variable	Variable				7/1/2002
20033		Continuing Education Programs and Courses	IPE Late Application Fee	25.00	25.00				7/1/2007
20033		Continuing Education Programs and Courses	SEVIS Compliance Fee	100.00 Annual	100.00 Annual				7/1/2003
25112	Huxley: Environmental Studies	Degree Programs via EESP	Credit Option	48.00 per credit	50.00 per credit	2.00	4.17%	Increase to Fee	7/1/2006
25112		Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25112		Degree Programs via EESP	Lab Fee	Variable	Variable				7/1/2004
25112		Degree Programs via EESP	Special Course fee	Variable	Variable				7/1/2006
25112		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25304	Independent Learning	Continuing Education Programs and Courses	Correspondence	95.00	98.00	3.00	3.16%	Increase to Fee	7/1/2005
25304		Continuing Education Programs and Courses	Special Course Fee	Variable	Variable				7/1/2006
25304		Continuing Education Programs and Courses	Videotape Course Fee	29.00				Delete Fee	7/1/2001
25304		Continuing Education Programs and Courses	Videotape Refundable Deposit Fee	30.00	30.00				7/1/2000
22041	Int'l English Lang Institute	Continuing Education Programs and Courses	Application Fee	50.00	50.00				7/1/2004
22041		Continuing Education Programs and Courses	Student Fee Per Quarter	2,065.00	2,095.00	30.00	1.45%	Increase to Fee	7/1/2005
22041		Continuing Education Programs and Courses	Summer Tuition	1,925.00	1,965.00	40.00	2.08%	Increase to Fee	7/1/2006
25113	MIMSUP - Shannon Point Marine Center	Continuing Education Programs and Courses	Special Course Fee	Variable	Variable				7/1/2001
25113		Continuing Education Programs and Courses	Undergraduate Course Workshop	286.00 per credit	307.00 per credit	21.00	7.34%	Increase to Fee	7/1/2007
23105	Music	Workshop Fee	Chamber Days at Western		Variable			New Fee	
45602	Non-Credit Certificate Programs	Continuing Education Programs and Courses	Certificate Programs Fee	Variable	Variable				7/1/2001

Other Academic Program Fees

Fund	Department	Course #	Title	2007-08 Fee	2008-09 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25114	Professional Certificate	Continuing Education Programs and Courses	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25114		Continuing Education Programs and Courses	Graduate Course Workshop	Variable	Variable				7/1/2002
25114		Continuing Education Programs and Courses	Special Course Fee	Variable	Variable				7/1/2001
25114		Continuing Education Programs and Courses	Undergraduate Course Workshop	Variable	Variable				7/1/2002
25306	Professional Development	Continuing Education Programs and Courses	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25306		Continuing Education Programs and Courses	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25306		Continuing Education Programs and Courses	Individual Credit Option	48.00 per credit	Variable			Change to Variable	7/1/2002
25306		Continuing Education Programs and Courses	Online Non-program Course Workshop	123.00 per credit	129.00 per credit	6.00	4.88%		7/1/2006
25306		Continuing Education Programs and Courses	Special Course Fee	Variable	Variable				7/1/2000
25306		Continuing Education Programs and Courses	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25302	Space Available for Non-Matriculated Students	Continuing Education Programs and Courses	Extended Student Service Fee	6.00 per credit				Delete Fee	7/1/2004
25302		Continuing Education Programs and Courses	SPAN Program	165.00 per credit				Delete Fee	7/1/2007
25106	Woodring: Adult & Higher Education	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit				Delete Fee	7/1/2004
25106		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit				Delete Fee	7/1/2007
25106		Degree Programs via EESP	Special Course Fee	Variable				Delete Fee	7/1/2001
25106		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit				Delete Fee	7/1/2007
24050	Woodring: Community Colleges Programs	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit				Delete Fee	7/1/2007
24050		Degree Programs via EESP	Graduate Course	234.00 per credit				Delete Fee	7/1/2007
24050		Degree Programs via EESP	Materials Fee	Variable				Delete Fee	7/1/2001
24050		Degree Programs via EESP	Undergraduate Course	187.00 per credit				Delete Fee	7/1/2007

Other Academic Program Fees

Fund	Department	Course #	Title	2007-08 Fee	2008-09 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25107	Woodring: Education Administration	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25107		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25107		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25107		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25104	Woodring: Elementary Education	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25104		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25104		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25104		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25103	Woodring: Human Services	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25103		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25103		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25103		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25108	Woodring: MA in Rehabilitation Counseling	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25108		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25108		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25108		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25115	Woodring: Off-Campus Student Teaching	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25115		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25115		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25115		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25105	Woodring: Secondary Education	Degree Programs via EESP	Extended Student Service Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2004
25105		Degree Programs via EESP	Graduate Course/Off-Campus Program	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25105		Degree Programs via EESP	Individual Credit Option	48.00 per credit	50.00 per credit	2.00	4.17%	Increase to Fee	7/1/2001
25105		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2001
25105		Degree Programs via EESP	Undergraduate Course/Off-Campus Program	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25116	Woodring: Special Education	Degree Programs via EESP	Extended Student Services Fee	6.00 per credit	7.00 per credit	1.00	16.67%	Increase to Fee	7/1/2005

Other Academic Program Fees

Fund	Department	Course #	Title	2007-08 Fee	2008-09 Proposed Fee	Amount Change	Percent Change	Change Description	Last Date Changed
25116	Woodring: Special Education	Degree Programs via EESP	Graduate Course Workshop	234.00 per credit	245.00 per credit	11.00	4.70%	Increase to Fee	7/1/2007
25116		Degree Programs via EESP	Special Course Fee	Variable	Variable				7/1/2006
25116		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit	196.00 per credit	9.00	4.81%	Increase to Fee	7/1/2007
25109	Woodring: Teaching English to Speakers of Other Languages	Degree Programs via EESP	Credit Option	48.00 per credit				Delete Fee	7/1/2007
25109		Degree Programs via EESP	Extended Student Service Fee	6.00 per credit				Delete Fee	7/1/2004
25109		Degree Programs via EESP	Graduate Course Workshop	234.00 per credit				Delete Fee	7/1/2007
25109		Degree Programs via EESP	Special Course Fees	Variable				Delete Fee	7/1/2001
25109		Degree Programs via EESP	Undergraduate Course Workshop	187.00 per credit				Delete Fee	7/1/2007
45606	Youth Programs	Continuing Education Programs and Courses	Youth Programs Fee	Variable	Variable				7/1/2001