

WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES

THURSDAY, JUNE 2, 1994

- 1:30 p.m. Presentation and tour of Western's Shannon Point Marine Center at Anacortes, Washington
- 3:00 p.m. Break - meet with students
- 3:30 p.m. **COMMITTEE MEETINGS**

NO ACTION WILL BE TAKEN

BUSINESS AND FINANCE COMMITTEE

Craig Cole, Grace Yuan and Robert Halsell

- a) Housing & Dining Fiscal Strategy
- Policy Regarding Mid-Year Housing Rate Increase
 - Birnam Wood
- b) Status Report: 1995-97 Capital Budget Requests
- c) Status Report: 1995-97 Operating Budget Requests

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Charlotte Chalker, Wayne Ehlers and Mary Swenson

- a) WWU Fee Schedule
- Mandatory Student Fees
 - Student Enrollment Fees
 - Special Course Fees
- b) State Post-Secondary Review Entity (SPRE)
- c) Health Care Reform - Potential Impact

BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
FRIDAY, JUNE 3, 1994

7:30 a.m. BUSINESS AND FINANCE COMMITTEE OM 355
▪ Review of Housing & Dining Guiding Principles

NO ACTION WILL BE TAKEN

9:00 a.m. **BOARD MEETING RECONVENES OM 340**

ALL ITEMS ARE SUBJECT TO ACTION

1. **CONSENT ITEMS** (recommended action)
 - a) Approval of the Minutes of the April 14, 1994 Regular Meeting of the Board
 - b) Approval of Spring Quarter Degrees
 - c) Award Construction Contract on Environmental Learning Center
 - d) Award Construction Contract - Shannon Point Marine Center
 - e) Approve Agreement for Professional Consultant Services for Testing, Adjusting and Balancing the Mechanical Systems in Science Facility Two - Biology.
 - f) Award Consultant Contract for Buchanan Towers Seismic Mitigation
 - g) New CREF Investment Options
2. **REMARKS FROM THE PRESIDENT**
3. **ACADEMIC AFFAIRS**
 - a) University Planning Committee Contingency Plan (recommended action)
 - b) OFM Budget Directive (informational)
 - c) WWU Fee Schedule: (recommended action)
 - Mandatory Student Fees
 - Student Enrollment Fees
 - Special Courses Fees

4. **BUSINESS & FINANCIAL AFFAIRS**

- a) Major Capital Academic Projects Status Report
 - Science Facility One, Chemistry
 - Science Facility I
 - Presentation on Science Facility III by Zimmer Gonsel Frasca
 - Haggard Hall
- b) Housing and Dining Projects Status Report
 - Edens Hall Restoration
 - Lower Highland Hall Demolition
- c) Approval of Western Washington University Police Services Policy Manual Changes (recommended action)
- d) Campus Vending Machine Contract (recommended action)

5. **STUDENT AFFAIRS**

- a) Approval of the proposed WWU Student Records Policy (recommended action)
- b) Mid-year Housing & Dining Report
 - Steps Proposed Prior to Requesting a Mid-Year Housing Rate Increase
 - Housing & Dining Guiding Principles

7. **FACULTY SENATE**

8. **ASSOCIATED STUDENTS**

- Report on Student Events

9. **BOARD OF TRUSTEES**

- Election of Officers

10. **EXECUTIVE SESSION**

12:00 NOON ADJOURN

MINUTES
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
JUNE 2, 3, 1994

Call to Order

Chair Warren Gilbert called the meeting of the Board of Trustees of Western Washington University to order at 1:30 p.m. at Shannon Point Marine Center, Anacortes, Washington.

ATTENDANCE

Board of Trustees

Warren J. Gilbert, Jr., Chair
Charlotte Chalker, Vice Chair
Craig Cole, Secretary
Robert Helsell
Mary Swenson
Grace Yuan

Western Washington University

Roland De Lorme, Provost/Vice President for Academic Affairs
Marie Eaton, Interim Vice President for Student Affairs and
Dean for Academic Support Services
Al Froderberg, Vice President for External Affairs
Penny Glover, Assistant to the President/Secretary to the
Board
Karen Morse, President, WWU
George Pierce, Vice President for Business & Financial Affairs
Stephen Sulkin, Director of Shannon Point Marine Center

President Morse welcomed everyone to Shannon Point Marine Center and introduced Dr. Stephen Sulkin.

Dr. Sulkin gave a report on the Shannon Point Marine Center.

The Shannon Point Marine Center's program provides undergraduate students interested in an educational experience in marine science with a highly sophisticated learning experience. The experience combines introduction to the fundamental principles of marine science with training in the most up-to-date field and laboratory investigative techniques, as well as actual research experience. Teaching and research are closely articulated and thoroughly integrated at Shannon Point.

There are two programs that deserve special mention. The first is a program that provides a full quarter of instruction at Shannon Point to Western students majoring in Biology or Environmental Science who wish to specialize in marine science. Each Spring Quarter five or six upper division undergraduate courses are offered. The courses are scheduled to provide maximum flexibility to students, so they can take up to three courses simultaneously, providing students with a full 15 credits. The important characteristic of this approach, one that is being promoted as a national model for undergraduate marine science, is that students are being educated in marine science in the context of their ongoing baccalaureate programs in which they major in a more fundamental discipline.

The second program is the National Science Foundation-supported "Minorities in Marine Science Undergraduate Program." The objective of the program is to allow members of racial/ethnic groups the opportunity to explore the possibility of pursuing marine science as a career. Annually, eight minority students are recruited and provided an intensive marine science education over a period of two quarters.

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For the past five years the summer programs, which concentrate on supervised, independent research, have been sponsored by the National Science Foundation. The program supports eight students annually and is funded at \$40,000 per year. The students are recruited nationally.

Western's Marine and Estuarine Science graduate specialization program is now concluding its fourth year. There are presently 24 students enrolled and the number and quality of applicants increases annually.

RECESS

At 2:10 the Board recessed to tour the Shannon Point Marine Center facilities.

RECONVENE

At 3:00 p.m. the Board members reconvened and met with the students and staff of Shannon Point Marine Center for a small reception honoring the staff and students.

COMMITTEES

At 3:45 p.m. Chair Gilbert announced that the Board would divide into two committees until approximately 5:15 p.m.

RECESS

At 5:20 p.m. the Board recessed until Friday, June 3, 1994, at 8:30 a.m.

FRIDAY, JUNE 3, 1994
Old Main 340
Western Washington University

Business & Finance Committee

At 7:30 a.m. the Business and Finance Committee met on Western's campus in OM 435.

RECONVENE

At 8:30 a.m. the Board of Trustees reconvened and continued with the action agenda.

Call to Order

Board of Trustees

Warren J. Gilbert, Jr., Chair
Charlotte Chalker, Vice Chair
Craig Cole, Secretary
Robert Helsell
Mary Swenson
Grace Yuan

1. CONSENT ITEMS

MOTION Craig Cole moved, seconded by Charlotte Chalker, that the Board of
6-1-94 Trustees of Western Washington University, upon recommendation of the President, approve the following consent items:

June 2, 3, 1994

•Approve the minutes of the April 14, 1994 regular meeting of the Board.

•Approve, on recommendation of the faculty and subject to the completion of any unmet requirements, the awarding of undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Spring Quarter, 1994, effective June 11, 1994.

•Award a contract to Impero Construction, of Bellingham, Washington, for the amount of \$434,678.00 plus tax (base bid, no alternatives) for the construction of the Hannegan Environmental Center.

•Award a contract to Thomco Construction, Inc., of Everett, Washington, for the amount of \$397,229 plus tax (base bid, no alternatives) for the construction of a new residence building at the Shannon Point Marine Center.

•Approve an Agreement for Professional Consultant Services for Testing, Adjusting and Balancing the Mechanical Systems in Science Facility Two - Biology.

•Award a consultant contract to Geiger Engineering of Bellingham, Washington, for a fee of \$87,270.00, to provide design services for structural seismic mitigation for Buchanan Towers.

•Make available to University Retirement Plan participants the new CREF Growth Account and CREF Equity Index Account in addition to the CREF Stock, Money Market, Social Choice, Bond and Global Equities Accounts.

The motion passes unanimously.

2. REMARKS FROM THE PRESIDENT

President Morse reported that Dr. Eileen Coughlin, currently Associate Vice President for Student Services at Northern Arizona University, has been named Vice President for Student Affairs/Dean of Academic Support Services at Western. Dr. Coughlin will begin her duties at Western at the end of July.

President Morse stated that The Western Foundation reported 150 new members of the Presidents Club during the year.

3. ACADEMIC AFFAIRS

Contingency Plan

MOTION 6-2-94 Charlotte Chalker moved, seconded by Robert Helsell, that the Board of Trustees of Western Washington University receive the 1995-96 Contingency Plan and recommendation of the University Planning Council, as adopted by the Faculty Senate at its meeting of May 1, 1994.

The motion passed unanimously.

OFM Budget Directive

Provost De Lorme discussed the Office of Financial Management's Budget Directive B94-02. The document marks the beginning of the formal process for developing the Governor's budget recommendations to the Legislature, a process that is expected to involve an ongoing exchange of information between OFM and Western for the next several months.

The budget instructions reflect Governor Lowry's desire to promote continued improvements in efficiency and the emerging consensus among policy makers that state government must "reinvent" the way it does business. OFM asked all state agencies to make sure they have a clear mission statement and develop measurable objectives for all programs to help guide budget decisions in 1995-

97 and thereafter. This is a key element of the Government Performance Partnership Act, approved unanimously by the 1994 Legislature.

OFM also asked that all state agencies re-examine not only what services state government provides, but also how essential services can be delivered in a more efficient, cost-effective way.

Western's 1995-97 operating budget request decision packages must include options for both a 5 percent and a 10 percent reduction for the 1995-97 Biennium. The budget instructions also ask agencies to identify strategies for a 10 percent reduction in FTE's without impacting service levels, regardless of fund source.

WWU Fee Schedule

MOTION Craig Cole moved, seconded by Charlotte Chalker, that the
6-3-94 Board of Trustees of Western Washington University, upon
 recommendation of the President, approve the proposed
 1994-95 fee schedule for mandatory student enrollment,
 and special course fees. (This document is on file in
 the University Budget Office.)

The motion passed unanimously.

4. BUSINESS AND FINANCIAL AFFAIRS

Major Capital Academic Projects Status Report

Science Facility One - Chemistry

The architects have completed their final walk-through during the warranty period. Warranty issues are being addressed. In addition, a variety of minor work is still underway by the Physical Plant and the mechanical systems balancer to fine tune the facility. The project budget still proves to be adequate to complete the ongoing additional minor work.

Science Facility Two- Biology

Construction is proceeding with good quality results. The concrete building frame is complete, and the steel frame is in progress. Substantial completion is still officially scheduled for mid-November 1994, and final completion 60 days later in mid-January, 1995. There will be some extension of completion dates due to foundation revisions.

Science Facility Three - Math, Science & Technology Education

Design development has been completed. The current goal is to bring the project to the Board no later than April, 1995, for approval of the construction contract. Full occupancy is planned for Fall Quarter, 1996.

Haggard Hall Renovation

Renovation construction will begin as soon as possible after the building is vacated by Science Education. Thus, construction is linked directly to construction of Science Facility Three. The current schedule has construction beginning in mid-1996, and completed by the beginning of 1998.

Housing and Dining Projects Status Report

Edens Hall Restoration

Baugh Construction is on schedule with the restoration of Edens Hall, with plans to be substantially complete in July, 1994. University Residences is scheduled to occupy the building in August, 1994. Student facility furnishings are scheduled to arrive the end of July. The Board is scheduled to tour Edens Hall at the August meeting.

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Lower Highland Hall/Stearns House Demolition

This project is consistent with the Board of Trustees-approved Campus Conceptual Master Plan, in which Stearns House and Lower Highland Hall were identified as buildings to be razed.

University Police Services Policy Manual Changes

Discussion and approval of the proposed changes to the Western Washington University Police Services Policy Manual was deferred to the August, 1994 meeting of the Board of Trustees.

Campus Vending Machine Contract

MOTION 6-4-94 Craig Cole moved, seconded by Charlotte Chalker, that the Board of Trustees of Western Washington University, authorize the President to approve the campus vending machine services contract, provided it meets the following Request For Proposal requirements:

- a. The demonstrated ability of the vending machine contractor to provide the level of service needed and flexibility to provide additional service required by university personnel. This evaluation will include the ability of the contractor to respond to the university's needs on a timely basis.
- b. The quality and variety of products offered in the proposal and the vending machines proposed to dispense the product.
- c. The positive and/or negative responses of the references provided by the contractor.
- d. How completely the contractor's proposal complies with and addresses the Request For Proposal's general instructions and specifications.
- e. The ability of the contractor to provide adequate financial and operations controls and reports.
- f. Those agencies meeting Minority and Women Business Enterprises certification requirements will be given the appropriate consideration in the evaluation of their proposal.
- g. The amount or percentage of receipts or other considerations offered by the contractor to this University.
- h. Other features or considerations the contractor may wish to offer.

The motion passed unanimously.

5. STUDENT AFFAIRSApproval of WWU Student Records Policy

MOTION 6-5-94 Craig Cole moved, seconded by Charlotte Chalker, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the Student Records Policy as proposed. **(The Student Records Policy is kept in the Office of the Vice President for Student Affairs.)**

The motion passed unanimously.

Mid-Year Housing & Dining Report

At the April 14, 1994, Board meeting the President was given the authority to raise room and board rates mid-year to respond to

significant revenue shortfalls. The Administration and the Housing and Dining Division have met with the Student Interhall Council Budget Committee and clarified and detailed the actions that would occur in response to a significant revenue shortfall.

6. FACULTY SENATE

In response to the Board of Trustees' request of April 14, 1994, that The Faculty Handbook be amended to become consistent with the Board of Trustees' Rules of Operation, in allowing an appellant the right to appear before the Board of Trustees in an adjudicative proceeding, the Faculty Senate brought a proposed motion before the Board.

Dr. Kathleen Knutzen, Faculty Senate President Pro Tem, expressed concern about the efficiency of the proposed motion in requiring the Board itself to make tenure decisions. Dr. Knutzen pointed out that passing the proposed motion would bring cases to the Board.

It was pointed out that state legislation states that the Board of Trustees has authority to hire faculty, and that some might regard the proposed change as a matter of consistency.

Assistant Attorney General Wendy Bohlke discussed legal rights of faculty and the tenure and promotion process.

The Faculty Senate President was asked to bring the matter back to the Board at a subsequent meeting after consulting with the Senate Executive Committee about possible language changes for the Board of Trustees Rules of Operation.

7. ASSOCIATED STUDENTS

J. Tres Gallant, new president of the Associated Student Board, introduced members of the 1994-95 AS Board.

Steve Collins, Vice President for Internal Affairs
Zach DH Robinson, Vice President for Academic Affairs
Lauren Kelly Russell, Vice President for External Affairs
Linda Pierce, Vice President for Activities
JoAnn Anderson, Secretary/Treasurer
Cameron Wong, Vice President for Residence Life

8. BOARD OF TRUSTEES

Pursuant to Board of Trustees Rules of Operation Section 050.(1) board officers were nominated as follows:

Warren J. Gilbert, Jr., Chair
Charlotte Chalker, Vice Chair
Mary Swenson, Secretary

MOTION Craig Cole moved, seconded by Grace Yuan, that the Board
6-6-94 of Trustees of Western Washington University elect new
Board officers as nominated: Warren J. Gilbert, Jr.,
Chair; Charlotte Chalker, Vice Chair; and Mary Swenson,
Secretary.

The motion passed unanimously.

9. EXECUTIVE SESSION

At 11:00 a.m. the Board of Trustees went to Executive Session for approximately 15 minutes to discuss legal and personnel issues.

RECONVENE

At 11:15 a.m. the Board reconvened in open meeting and took the following action.

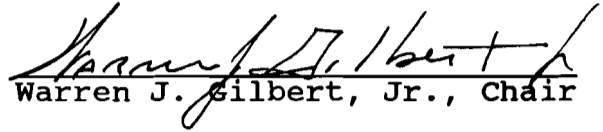
3083
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MOTION Craig Cole moved, seconded by Charlotte Chalker, that the
6-7-94 Board of Trustees of Western Washington University,
 resolve to provide indemnification to defendants on
 Ingrid Hill vs. Peter Elich.


The motion passed unanimously.

ADJOURNMENT

At 11:20 a.m. the meeting was adjourned.


Warren J. Gilbert, Jr., Chair

ATTEST:


Mary Swenson, Secretary