

**Western Washington University
Board of Trustees
Agenda
Friday, October 6, 2006**

**Location: OM 340
Time: 8:30 a.m.**

I. Call to Order

II. Introductions

- Vice Provost of Information Technology & Chief Information Officer
- Dean of Fairhaven College
- Director of Alumni Relations and Executive Director of the WWU Alumni Association
- Associated Students Board of Directors

III. Executive Session may be held for purposes authorized in RCW 42.30.11

IV. Reports

A. Board Chair Report

1. Keeping Pace with Rising University Costs
Philip E. Sharpe, Jr., Trustee

B. Special Reports

1. Academic Presentation – Advances in Interdisciplinary Programs – Behavioral Neuroscience
Andrew Bodman, Provost and Vice President for Academic Affairs
Arlan Norman, Dean, College of Sciences & Technology
Ron Kleinknecht, Dean, College of Humanities & Social Sciences
Janet Finlay, Associate Professor, Psychology
2. Fall Opening
Eileen Coughlin, Vice President for Student Affairs

12:00 p.m. LUNCH WITH NEWLY TENURED AND PROMOTED FACULTY

C. University President Reports

1. Washington Learns
Ann Daley, Executive Director, Washington Learns

2. Employee Survey
Bob Frazier, Vice President for External Affairs
3. Equal Opportunity Overview and Affirmative Action Plan
Sue Guenter-Schlesinger, Executive Director, Equal Opportunity Office

D Governance Reports

1. Faculty Senate
2. Associated Students

V. Action Items

- A. Consent Items:
 - Approval of the Minutes of the August 11, 2006 Board of Trustees Meeting
 - Approval of the Minutes of the September 29, 2006 Special Board of Trustees Meeting
 - Approval of the Facility Use Agreement for Civic Field Athletic Complex
- B. 2007 Board of Trustees Meeting Schedule
- C. Internal Audit Charter, Policies and Procedures
WWU Board Audit Committee

VI. Information Items

- A. Alumni Relations Report
- B. Development Report
- C. External Affairs Report
- D. Major Capital Projects Status Report
- E. University Auxiliary Financial Statements: Housing & Dining System, Western Associated Students Bookstore, Wade King Student Recreation Center and Parking & Transportation Services

VII. Date for Next Regular Meeting: Friday, December 8, 2006

VIII. Adjournment

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
October 6, 2006**

I. CALL TO ORDER

Chair Kevin Raymond called the regular meeting of the Board of Trustees of Western Washington University to order at 8:30 a.m., October 6, 2006 in Old Main 350, Bellingham, Washington.

Board of Trustees

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

Western Washington University

Karen W. Morse, President
Andrew Bodman, Provost and Vice President for Academic Affairs
Stephanie Bowers, Vice President for University Advancement
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Bob Frazier, Vice President for External Affairs
Mark Iozzi, Associated Students President
Ira Hyman, Faculty Senate President
George Pierce, Vice President for Business and Financial Affairs
Paula Rustan, Executive Director for University Planning and Budgeting
Elizabeth Sipes, Secretary to the Board of Trustees
Barbara Stoneberg, Assistant Secretary to the Board of Trustees
Lisa Wochos, Assistant Attorney General

II. INTRODUCTIONS

Provost Bodman introduced Roger Gilman, Dean of Fairhaven College. Gilman joined the faculty at Northeastern Illinois University in Chicago in 1986, and served as Chair of the Department of Philosophy for five years and Associate Dean of the College of Arts and Sciences for four years. Gilman received his bachelor's degree with honors, with a double major in philosophy and literature, from Fairhaven College in 1973. He received both his master's degree in the philosophy of science and a doctorate in philosophy from the University of Chicago.

Provost Bodman introduced John Lawson, Vice Provost of Information Technology and Chief Information Officer. Lawson previously held the post of chief information officer at Tulane University and Pepperdine University. He also served as director of computer and information technologies and associate professor of computer science at Lewis-Clark State College and assistant professor and coordinator for service courses, computer and information services at Towson State University. At the University of Oregon, Dr. Lawson received a bachelor's degree in geography, master's degree in both teaching geography and teaching computer science, and a doctorate in Curriculum and Instruction: Computers in Education.

Vice President Coughlin introduced AS President Mark Iozzi who introduced the following 2006-2007 Associated Students Board of Directors:

Kevin McClain, Vice President for Campus and Community Affairs
Antasia Parker, Vice President for Legislative Affairs
Stefan Kalb, Vice President for Business and Operations

Iozzi noted that Nate Panelo, Vice President for Activities, and Marcella Tomlin, Vice President for Diversity were at a conference in Seattle, and James Sanders, Vice President for Academic Affairs was attending class. The vice presidents each provided statements on their goals and areas of concentration for the academic year. Chair Raymond thanked Iozzi and said that the Trustees look forward to working with the Associated Students Board.

III. EXECUTIVE SESSION

At 8:40 a.m. Chair Raymond announced that the Board would convene in Executive Session for approximately 2 hours to discuss personnel matters.

The Board returned to open meeting at 11:05 a.m. with no action to report.

IV. REPORTS

A. Board Chair Report

Chair Raymond invited Trustee Sharpe to comment on an article Sharpe provided the Trustees from *The Chronicle of Higher Education* regarding the relationship between a decrease in state funding and the increase in the cost of fundraising that is reflected in rising administrative costs.

B. Special Reports

1. Academic Presentation – Advances in Interdisciplinary Programs – Behavioral Neuroscience

Provost Bodman introduced Ron Kleinknecht, Dean, College of Humanities and Social Sciences and Arlan Norman, Dean, College of Sciences and Technology. Kleinknecht thanked the Board for the opportunity to present an overview of the interdisciplinary program in Behavioral Neuroscience. Kleinknecht explained that in order to keep pace with the demand for quality undergraduate education in the neurosciences, the Departments of Biology and Psychology established the Behavioral Neuroscience program in 2005. Kleinknecht reminded the Board that one of the decision packages in the 2007 – 2009 operating budget request to the Governor's Office was Biomedical Research Activities in Neuroscience (BRAIN) that would further enhance biomedical research in neurosciences in Washington State. Kleinknecht asked Janet Finlay, Associate Professor, Psychology, to make the academic presentation.

Finlay explained the demand for neuroscience biomedical researchers and said that the creation of the program converges with a growing need for life science specialists. Finlay said that research advances in behavioral neurosciences help with the prevention and treatment of conditions such as schizophrenia, depression, Alzheimer's and Parkinson's disease, traumatic brain and spinal cord injury, and neurovascular disease.

Finlay said that the degree program was designed to prepare students for graduate programs in neuroscience, psychology, pharmacology, mental health counseling, and neurobiology; provides a platform for health-care related programs in medicine, dentistry, and physical and occupational therapy; and provides experience required for entry-level biomedical research positions in academia and industry. Finlay stated that the emphasis on hands-on laboratory research provides undergraduate students research-university caliber laboratory experience in the neurosciences.

Finlay said that the educational objectives of the program are met through courses offered by the Biology and Psychology Departments and current resources restrict enrollment to 10 students per year to a maximum of 40 students. She continued by saying that students graduating with an emphasis in Behavioral Neuroscience are highly competitive for research positions and postgraduate training programs and have accepted employment as biomedical research assistants in industry, academia and health care.

Trustee Madsen said that the program is a great development opportunity for Western to use to connect with the community. Chair Raymond asked Finlay what type of progress students can expect to see in the areas of treatment of conditions such as Alzheimer's and Parkinson's disease and depression. Finlay said that she expects continued progress in the area of new technology for studying brain function that will improve treatment options for many neurological diseases.

Chair Raymond thanked Finlay, Kleinknecht and Norman for the presentation.

2. Fall Opening

Vice President Coughlin reported on fall opening enrollments. She said that the final figures would not be available until October 10, 2006 but that early numbers showed the overall student headcount for fall 2006 was close to 13,000. She explained that fall enrollment declined slightly with the decrease resulting from successful efforts by the University to help students graduate on time which resulted in approximately 200 more spring graduates than anticipated. Coughlin said that freshman to sophomore retention improved to 85.9 percent compared with 84 percent the previous year and that a record number of students of color were enrolled.

Trustee Warner said that the actions taken by the university to graduate students on time have increased the university's ability to accept competitive transfer students in winter and spring.

Coughlin provided a written report on first-year experience activities.

At 11:50 a.m. the Board adjourned for lunch. Luncheon guests included newly promoted and tenured faculty. The Board reconvened in Old Main 340 at 1:16 p.m.

Chair Raymond asked Vice President Bowers to introduce Melinda Barrett, Director of Alumni Relations and Executive Director of the Western Washington University Alumni Association to the Board.

Bowers said that Barrett previously served as executive director of the YWCA of Yakima, where she directed a staff of 36 and a volunteer corps of more than 200 community members. Barrett was instrumental in leading that organization through a strategic planning process and was the driving force behind the development and implementation of new programs to support women and families.

Barrett earned a bachelor's in business administration, graduating Magna Cum Laude from Montana State University, Billings.

Chair Raymond noted that Ann Daley, Executive Director, Washington Learns, was connected by conference telephone.

C. University President Reports

1. Washington Learns

Trustee Warner introduced Ann Daley, Executive Director, Washington Learns, and thanked her for presenting an overview of the Washington Learns Draft Report for Public Comment. Daley presented via conference phone with the on site assistance of Sherry Burkey, Director, Government Relations.

Daley provided information on the challenges facing today's students including globalization and Washington's changing economic landscape. She said that globalization has transformed Washington's economy from a resource-based economy to an information-dependent economy where workers are valued for their education and training.

Daley said that the Washington Learns Advisory Committee learned that Washington schools aren't preparing students to adequately compete in a global economy. She said that Washington is the most trade dependent state in the nation and that education will be the currency of the new global economy. Daley indicated that Washington is slipping behind other industrialized nations when it comes to their commitment to education. She explained that Washington Learns identified a group of comparison states referred to as Global Challenge States (GCS) from the New Economy Index to use as benchmarks to measure Washington's ability to stay competitive in the global economy. Daley stated that Washington ranks 2nd of all 50 states on the index, however, a review of educational data within the GCS raises concerns about its long-term competitiveness.

Demographic information was provided showing the growing diversity in Washington and the challenges and opportunities that it presents. Daley said that without increased commitment to educate everyone at higher levels, Washington will lose its competitive edge.

Daley said that Washington Learns issued a draft report for public comment and held six public hearings across the state in September 2006. She highlighted some of the

recommendations and key strategies that are expected to be included in the final report scheduled for release on November 13, 2006 in Seattle.

Trustees participated in a question and answer session and a discussion of Daley's presentation. Chair Raymond thanked Daley for taking the time to speak with the Board about Washington Learns.

Daley was disconnected from the meeting.

2. Employee Survey

Vice President Frazier presented a synopsis of the Campus Attitudes and Perceptions Survey. Frazier said that on March 8, 2006, an e-mail invitation to participate in an online survey of Campus Attitudes and Perceptions was sent to 2,053 Western Washington University faculty and staff. To stimulate participation, two e-mail reminders were sent at two-week intervals. A total of 1,048 responses were received, for a response rate of 51%. The Office of Institutional Assessment, Research, and Testing administered the online survey and provided technical assistance with data analysis.

Frazier said that the information gathered will be used to assist in the development of a Communications and Marketing Plan that will focus in part on how to improve communication internally and externally. Frazier noted that the full text of the survey results will be housed in Wilson Library.

Trustee Madsen commented on the importance of improving internal communications and added that the most effective communication is a two-way dialogue.

Trustee Sharpe noted that the survey results show that employees have the sense that they are not receiving recognition and appreciation. Sharpe said that it is important to find ways to effectively communicate recognition to faculty and staff.

3. Equal Opportunity Overview and Affirmative Action Plan

Sue Guenter-Schlesinger, Executive Director, Equal Opportunity (EO) Office, presented an overview of the Equal Opportunity Office and a summary of Western Washington University's current Affirmative Action Program (AAP) for Women and Minorities.

Guenter-Schlesinger explained that the function of the EO Office is to assist faculty, staff and students by implementing both anti-discrimination laws and university policies that prohibit discrimination and by helping create an environment in which diversity is valued. The office also works to increase access to university employment for women, people of color, people with disabilities, and veterans who have traditionally faced barriers to employment opportunities.

Guenter-Schlesinger said that the EO Office annually updates Western's AAP, which is utilized as both a compliance document and as a tool to assist the university in achieving its strategic goal of creating a more diverse workforce.

She stated that the essential components of the AAP (the workforce analysis, the availability analysis and the utilization analysis) provide the necessary data so that the university can compare the percentage of women and minorities in the incumbent workforce, by job group and by race and sex, to their potential availability in the labor market (at the 80% level) from which they are recruited. She explained that the job groups must consist of job titles that have similar wage rates, content, and opportunities. Where women and minorities are represented in those job groups at less than 80% of their availability in the labor market, the university is required to set placement goals and to work toward achieving those goals over time.

Guenter-Schlesinger said that there is no under-representation of women by job group according to availability in Western's 15 job groups for its staff positions. She added that women are highly represented in senior administration positions, composing 42% of the group. She said that while Western has enhanced its outreach to minorities, there is still under-representation of this group among most of its staff positions. Guenter-Schlesinger continued by saying that there is under-representation in varying degrees of women and minorities in faculty positions among the colleges, however minorities in tenure track faculty positions have increased from 8% to 13% from 1999 to 2005.

Guenter-Schlesinger said that where under-representation exists, the University has set placement goals and undertaken action-oriented programs and initiatives to assist in achieving those goals. Guenter-Schlesinger said that the EO Office works closely with the deans and vice presidents toward this end. The EO Office also provides a briefing for all faculty and professional staff search committees and assists committee members in identifying outreach resources that target underutilized groups to apply. She added that the aim of those combined efforts is to enhance the diversity of the applicant pool for positions, so that over time, Western's workforce will become increasingly more diverse and more representative of women and minorities in the available labor market.

Guenter-Schlesinger said that there are many significant efforts being made with regards to valuing and enhancing diversity across campus. She expressed appreciation to the Board for approving the decision package that was submitted for the 2007 – 2009 operating budget request to the Governor's Office to obtain funds to enhance efforts to recruit and retain a more diverse work force.

Mark Iozzi, Associated Students President, added that diversity is an important issue for students on campus and that students want to see more diversity in the classroom.

Chair Raymond thanked Guenter-Schlesinger for her report.

D. Governance Reports

1. Faculty Senate

No Report

2. Associated Students

Mark Iozzi, Associated Students President, said that Associated Students Board appreciated the opportunity to meet the Board of Trustees and will provide a full report on AS activities at the next Board meeting.

V. ACTION ITEMS

A. Consent Items

MOTION 10-1-2006

Trustee Madsen moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Approve the minutes of the August 11, 2006 meeting of the Board.
- Approve the minutes of the September 29, 2006 Special Meeting of the Board.
- Approve the Facility Use Agreement for Civic Field Athletic Complex.

The motion passed unanimously.

B. 2007 Board of Trustees Meeting Schedule

MOTION 10-2-2006

Trustee Sharpe moved that the Board of Trustees of Western Washington University, establish the following meeting schedule for the year 2007:

February 9, 2007
April 20, 2007
June 15, 2007
August 3, 2007
October 5, 2007
December 7, 2007

The motion passed unanimously.

C. Approval of Internal Audit Charter, Policies and Procedures

Trustee Lincoln stated that with recent changes in the functional reporting responsibilities of the Office of the Internal Auditor from the President's Office to the Audit Committee of the Board of Trustees, the Office of the Internal Auditor's Charter, policies and procedures required revisions. Lincoln said that the Board Audit Committee had been working with Kim Herrenkohl, Director, Internal Audit and President Morse to finalize revisions to the Internal Audit Charter, policies and procedures. Revised Policy # POL-U1500.01 and Procedure # PRO-U1500.01B were distributed to the Board replacing the version provided in the board packet. Trustee Zoro said that the changes made would not affect the independence of the Internal Auditor but would help to streamline the audit process. Trustee Sharpe noted that the term "Board President" should be changed to "Board Chair" in both the revised policy and revised procedure. The Internal Audit Charter and other policies and procedures provided in the board packet stand as submitted.

MOTION 10-3-2006 Trustee Sharpe moved that the Board of Trustees of Western Washington University, upon recommendation of the President and the Board of Trustees Audit Committee, approve the Office of the Internal Auditor Charter and policies and procedures included in the Board materials as amended.

The motion passed unanimously.

VI. INFORMATION ITEMS

A. Alumni Relations Report

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

B. Development Report

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

C. External Affairs Report

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

D. Major Capital Projects Status Report

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

E. University Auxiliary Financial Statements: Housing & Dining System, Western Associated Students Bookstore, Wade King Student Recreation Center and Parking & Transportation Services

Vice President Pierce provided the Board with copies of the financial statements for the Auxiliary areas.

VII. Date for Next Regular Meeting: Friday, December 8, 2006

VIII. ADJOURNMENT

The Board adjourned at 2:55 p.m.



Kevin Raymond, Chair

ATTEST:



Peggy Zoro, Secretary

RESOLUTION NO. 2006-10

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TRUSTEE W. RON ALLEN**

WHEREAS, on October 9, 2006, Governor Christine Gregoire appointed W. Ron Allen of Sequim, Washington, to serve a term on the Western Washington University Board of Trustees through September 30, 2011, and;

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

WHEREAS, W. Ron Allen brings 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 graduated from Peninsula Community College and earned his bachelor's degrees from the University of Washington, and;


WHEREAS, W. Ron Allen has declared his commitment to serve as a member of the Western Washington University Board of Trustees;

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

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on December 8, 2006.


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 2006-10 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 8th of December 2006, and duly recorded.
2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board of Trustees voted in the proper manner for the adoption of said Resolution; that all other requirements and proceedings incident to the proper adoption of said Resolution have been duly fulfilled, carried out and otherwise observed; and that we are authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the University this 8th day of December 2006.


Peggy Zoro, Secretary