

**AGENDA  
BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
FRIDAY, JUNE 13, 2003**

**Time: 8:00 a.m.**  
**Location: Old Main 340**

**1. BOARD OF TRUSTEES**

- a) Recognition of Faculty and Staff (I)
  - Dana Jack
  - Suzanne Paola
  - Sarah Clark-Langager
  
- b) Resolutions:
  - No. 2003-04 Recognizing the Service of Board Member Anita Sheety (A)
  - ~~No. 2003-05 Welcoming Board Member \_\_\_\_\_(A)~~
  
- c) Consent Items:
  - Approval of Minutes of the April 11, 2003 Meeting of the Board (A)
  - Approval of Spring Quarter Degrees (A)
  - University Planning Council 2004-05 Contingency Plan (A)
  
- d) *old main Remade (added)*  
WWU Foundation Retreat Report (I)
  
- e) Audit Committee (I)
  
- f) December 2003 Board Meeting Date (A)

**2. PRESIDENT**

- a) 2003-2005 Operating & Capital Budgets
  - Tuition and Fee Rates (A)
  
- b) Council of Presidents (I)

**3. STUDENT AFFAIRS**

- a) Services and Activities Fee Level and Distribution (A)
  
- \* b) Health Information (I)
  
- c) Tour of Campus Recreation Center (I)

**4. ACADEMIC AFFAIRS**

- a) Academic Presentation: Science Literacy, Dr. George (Pinky) Nelson, SMATE Building, Room 220 (I)

**LUNCH - Solarium**

- b) General Education Requirements – Proposed Changes (I)

**5. BUSINESS AND FINANCIAL AFFAIRS**

- \* a) Major Capital Projects Status Report (I)
- b) VEBA (Voluntary Employees' Beneficiary Association) Medical Expense Plan (A)
- \* c) Sehome Arboretum Board Report (I)

**6. EXTERNAL AFFAIRS**

- \* a) External Affairs Report (I)
- b) Legislative Update (I)

**7. UNIVERSITY ADVANCEMENT**

- \* a) Development Report (I)
- \* b) Alumni Relations Report (I)
- c) Special Recognition (I)
- d) Naming University Facilities Policy (A)

**8. FACULTY SENATE**

- a) Faculty Handbook Revisions (A)
  - Section II.A.1 (page 1), Titles of New Colleges
  - Section X.D. (page 14, 15), Salary Policy
  - Bylaw 7.8.1 (page 69), Membership of Academic Technology Committee

**9. ASSOCIATED STUDENTS**

**10. EXECUTIVE SESSION**

- \* Written Report
- (A) Action
- (I) Information

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
MINUTES  
June 13, 2003**

**CALL TO ORDER**

Chair Betty Woods called the regular meeting of the Board of Trustees of Western Washington University to order at 8:10 a.m., June 13, 2003, in Old Main 340, Bellingham, Washington.

Chair Woods announced that an item would be added to the consent agenda [1 (c)], Delegation of Authority to Award Consultant Contract for Old Main Remodel.

**Board of Trustees**

Kevin Raymond, Secretary  
Phil Sharpe  
Anita Sheety  
Brent Stewart  
John Warner, Vice Chair  
Betty Woods, Chair  
Grace Yuan  
Peggy Zoro

**Western Washington University**

Karen W. Morse, President  
Suzanne Baker, Assistant Secretary to the Board of Trustees  
Andrew Bodman, Provost and Vice President for Academic Affairs  
Wendy Bohlke, Assistant Attorney General  
Stephanie Bowers, Vice President for University Advancement  
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services  
Robert Edie, Vice President for External Affairs  
Paul Graves, Associated Student Body President  
George Pierce, Vice President for Business and Financial Affairs  
John Purdy, Faculty Senate President  
Elizabeth Sipes, Secretary to the Board of Trustees

**1. BOARD OF TRUSTEES**

**a) Recognition of Faculty and Staff**

Chair Woods introduced the following faculty and staff and presented each with a Certificate of Congratulations:

- Dana Jack, Professor, Fairhaven College - Dana Jack was the winner of the 2002 Paul Olscamp Research Award. Her research focuses on gender studies in the areas of moral reasoning, depression, anger, and aggression. She is the author of *Silencing the Self*, a groundbreaking study of depression in American women, and *Behind the Mask: Destruction & Creativity in Women's Aggression*, which explores the origins, meaning and forms of female aggression. Jack traveled to Nepal as a Fulbright Senior Scholar to research how gender issues, related to depression, play out in other cultural contexts. While in Nepal she taught women's studies at Tribhuvan University in Kathmandu and provided workshops in remote villages to educate the illiterate on social problems, including violence against women.
- Sarah Clark-Langager, Director of the Western Gallery - Western's nationally acclaimed Outdoor Sculpture Collection is illustrated in *Sculpture in Place – a Campus as Site*, by Sarah Clark-Langager, collection curator and Western Gallery Director. This is the first book ever written on a collection that is nearly 45 years old (1960-2003). It offers a look at the entire collection together with observations by each of the 22 noted artists. The book pays tribute to the scope of the public and private partnerships that has made the Western campus one of the most written about and visited outdoor sculpture sites in the Northwest.

President Morse distributed an article, "State of the Art," on Western's outdoor sculpture that appeared in a recent issue of *Sunset* magazine.

- Suzanne Paola, Associate Professor, English Department - Suzanne Paola was recently awarded a grant from the National Endowment for the Arts for creative writing. Her first work of nonfiction, *Body Toxic: An Environmental Memoir*, was named a New York Times Notable Book of 2001 and one of the 10 Best Memoirs of the Year by Amazon.com. The book documents her childhood in an environmentally contaminated county in New Jersey. *The New York Times* described the book as "a considerable achievement" that has "posed a challenge to our prevailing notions of science and journalism and even literary narrative." The chapter, *Elizabeth*, was named a 1998 notable essay and appeared in *Best American Essays*. *Body Toxic* won an American Book Award and has been used as a text in classes taught at numerous universities.

#### **b) Introductions**

Provost Bodman introduced Ronald Kleinknecht as the new dean for the College of Humanities and Social Sciences. Kleinknecht came to Western in 1970 and was chair of the Psychology Department from 1990 until he became interim dean of the College of Arts and Sciences in January 2000.

Vice President Coughlin introduced Paul Graves as Associated Student Body President for the 2003-04 academic year.

#### **c) Resolution No. 2003-04 Recognizing the Service of Board Member Anita Sheety**

Trustee Stewart read Resolution No. 2003-04 recognizing the service of Board member Anita Sheety.

#### **RESOLUTION NO. 2003-04**

#### **A RESOLUTION OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY RECOGNIZING THE SERVICE OF BOARD MEMBER ANITA SHEETY**

WHEREAS, ANITA SHEETY, of Longview, Washington, has served as a member of the Western Washington University Board of Trustees from June 2002 to May 2003; and

WHEREAS, ANITA SHEETY has the distinction of being the fifth student appointed by the Governor to the Board of Trustees of Western Washington University; and

WHEREAS, ANITA SHEETY brought with her leadership qualities developed while holding positions of president and vice president in 4-H clubs and dedication to community service while participating in a number of volunteer positions; and

WHEREAS, ANITA SHEETY has contributed her time and commitment to the University at considerable personal sacrifice while preparing to graduate from Western this academic year with degrees in Liberal Studies and in Classics and Ancient History; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington University, that ANITA SHEETY 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.

The resolution was adopted by acclamation.

President Morse thanked Sheety for her service and presented her with a plaque and gift.

President Morse announced that there would not be a resolution to welcome a new Board member because a new student trustee had not yet been appointed by the Governor's office.

**d) Consent Items**

MOTION 6-1-2003      John Warner moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Approve the minutes of the April 11, 2003 Board of Trustees meeting.
- Approve the awarding of undergraduate and graduate degrees, upon recommendation of the faculty and subject to the completion of any unmet requirements, to the candidates listed in the files of the registrar and graduate dean, for spring quarter, effective June 14, 2003.
- Receive the 2004-2005 Contingency Plan and recommendation of the University Planning Council as adopted by the Faculty Senate at its meeting of March 10, 2003.
- Authorize the President or her delegate to award contracts and execute documents for the construction of the Old Main Remodel project, PW 421.

The motion passed unanimously.

**e) WWU Foundation Retreat Report**

Trustee Stewart, liaison to the WWU Foundation Board, provided a report on the recent WWU Foundation Board of Directors' retreat.

Stewart said that the retreat began with an orientation for new Foundation Board members and was followed by a meeting of the Board. At the meeting, Trustee Peggy Zoro was recognized as out-going president. Stewart noted the many heart-felt comments made by Board members in regards to Zoro's leadership and service on the Foundation Board.

Stewart reported that the planning side of the retreat provided information on national trends in philanthropy, fundraising, and non-profit management. The retreat, which reviewed strategic initiatives for next year and focused on how best to strengthen scholarship support for Western students, was facilitated by Third Sector Consulting, Inc., a non-profit firm from Tacoma.

**f) Audit Committee**

Chair Woods discussed the process of establishing a university audit committee that reports to the Board of Trustees. Woods said that in a new era of scrutiny within corporate communities, university boards are being held to different standards than they were in the past and roles are being re-defined. Woods appointed Trustee Sharpe to chair the committee and Trustee Zoro to serve on the committee. Sharpe and Zoro will work with staff to ensure the university's fiscal compliance. Woods distributed the Board of Trustees Audit Committee Roles and Responsibilities.

President Morse said that she welcomes the Board's participation and interest in the auditing process.

**g) December 2003 Board Meeting**

At the October 2002 Board of Trustees meeting, the Board adopted two possible dates for the December 2003 Board meeting. Chair Woods recommended that the Board set the date of December 12, 2003, for the December meeting and that the evening of December 11 be reserved for a holiday event with Board members and the WWU Foundation Board.

MOTION 6-2-2003      Brent Stewart moved that the Board of Trustees of Western Washington University establish the date of December 12, 2003, for the December 2003 Board meeting and that the date of December 5, 2003, be released.

The motion passed unanimously.

## 2. PRESIDENT

### a) 2003-05 Operating and Capital Budgets

President Morse commended Paula Rustan, Executive Director of University Planning and Budgeting, for her hard work and long hours spent on developing the proposed 2003-05 operating budget.

The President said that the campus community was advised throughout the legislative session of the work being done on university budgets. She noted that the budget was presented to various governing groups, including the University Advisory Committee, the University Budget Advisory Committee, the Faculty Senate, the University Planning Council, and President's Council.

Rustan presented information on the 2003-05 operating budget proposal and student fees and highlighted the final legislative action. Rustan said that the legislative action does not include a salary increase for staff (an increase had been part of the House version of the budget), although the university did receive \$751,000 for recruitment and retention of faculty and exempt staff.

Rustan presented information on the proposed tuition rates for 2003-04. A 7 percent increase of all undergraduate tuition fees and a 3 percent increase of all graduate tuition fees was proposed.

Other highlights of the biennial budget include:

- Zero budgeted enrollment growth over the 2002-03 levels (funding for 11,126 FTE students).
- Transfer of \$2.8 million in maintenance funds from Western's operating budget to its capital budget.
- Tuition waiver limit lowered in 2004-05 from 10 percent to 9.75 percent.
- Opportunity to apply for high demand enrollment funding through the Higher Education Coordinating Board.
- Opportunity to apply for transfer student funding held at the Office of Financial Management.

The Provost and Vice President Coughlin discussed with the Board various scenarios surrounding high demand enrollment funding and the community college transfer funding. Vice President Edie said that while there are benefits to the two types of funding, they add complexity to the budget.

Rustan presented Western's biennial operating budget allocation plan and explained that the motion, if approved, would establish the operating budget and academic year tuition rates for 2003-04 only.

#### MOTION 6-3-2003

John Warner moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve a 2003-04 State Operating Budget of \$90,149,000, made up of a State General Fund Appropriation of \$52,562,000 and WWU tuition revenues of \$37,587,000 including \$730,000 in one-time fund balances due to 2002-03 over-enrollments.

*AND*, in order to provide the revenue needed to support the 2003-04 Operating Budget, the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a tuition rate increase for undergraduate resident students to the legislatively authorized level of 7 percent for the 2003-04 academic year; for undergraduate non-resident students, a tuition rate increase of 7 percent for the 2003-04 academic year; and for all graduate students, both resident and non-resident, a tuition rate increase of 3 percent for the 2003-04 academic year.

The motion passed unanimously.

Trustee Yuan commented that it is a difficult budget and that the reduction would impact the university.

Chair Woods commended President Morse and her staff for the diligence with which they managed over the past several months to create the best possible budget for Western.

President Morse said that the institution's first priority is salaries. She said with potential revenue sources and a small cut, it may be possible sometime in the biennium to consider a small salary increase. The President pledged to continue to monitor possible sources for a salary increase.

AS President Graves said that the budget, as far as students were concerned, could be considered a victory. While students are opposed to any tuition increases, they understand the difficulty of the \$2.6 billion budget deficit and the negative effects it could have on the university community. He said that the 7 percent rate increase is far better than the initial proposal, which was much higher.

Rustan presented a proposal for mandatory special course and self-sustaining fees for 2003-04.

MOTION 6-4-2003            John Warner moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the Mandatory, Special Course and Self-Sustaining Program fee schedules for the 2003-2004 fiscal year as detailed in the document *Western Washington University 2003-2004 Proposed Fees and Rates*.

The motion passed unanimously.

***Western Washington University 2003-2004 Proposed Fees and Rates will be on file in the Office of the President.***

Vice President Pierce presented the capital budget request for 2003-05.

Vice President Edie attributed Western's successful capital budget allotment to the passage of the Evans/Gardner Plan in the legislature. He said that the entire higher education community is indebted to the two former governors as the plan dedicates new revenue to higher education.

Pierce gave an overview of the capital budget request and highlighted several major projects. Pierce recognized Renée Roberts, Director of Capital Budget, for her work on the capital budget, along with Vice President Edie and Judy McNickle, WWU Legislative Liaison.

Chair Woods remarked on how fortunate Western is to have Edie and McNickle on their legislative team.

MOTION 6-5-2003            Grace Yuan moved that the Board of Trustees of Western Washington University, upon recommendation of the President, accepts the 2003-2005 Capital Budget totaling \$56,214,330 comprised of \$28,650,000 in reappropriations and \$27,564,330 in appropriations, and approves the distribution by major categories.

The motion passed unanimously.

#### **b) Council of Presidents**

President Morse reported on recent activities of the Council of Presidents.

Chair Woods said that the governing boards working group held a productive meeting on June 10. She reported that the working group decided to divide into smaller groups to better address strategic goals.

### **3. STUDENT AFFAIRS**

#### **a) Services and Activities Fee Level and Distribution**

Vice President Coughlin brought forward a motion to approve 2003-04 Services and Activities (S & A) Fee rates and distributions. Fees include the music copyright fee, Housing and Dining System fee, Associated Students fee, athletics fee, campus recreation fee, and Department Related Activities (DRAC) fee.

Coughlin said that the students on the S & A committee seriously considered their recommendation. The committee's primary concern was to balance meeting S & A program needs with minimizing the impact of fee increases.

**MOTION 6-6-2003** Brent Stewart moved that the Board of Trustees of Western Washington University, upon the recommendation of the President as proposed by the Services and Activities Fee Committee, increase the S & A Fee for the 2003-04 academic year and Summer 2004 by a maximum of 6.5 percent for all student categories contingent on the level of tuition increase allowed by the legislature and approve distribution of the fees for the 2003-04 academic year and Summer 2003 as outlined in **Attachment 'A'**.

The motion passed unanimously.

#### **b) Health Information**

Vice President Coughlin provided a written report that summarized communicable diseases of concern to the campus community. Included was a copy of Interim Policy U-7400.03 Protecting the University Community from the Spread of Severe Acute Respiratory Syndrome (SARS).

**At 9:50 a.m. the Board adjourned for a break and proceeded to the south campus for a tour of the Campus Recreation Center and an academic presentation in the Science, Mathematics, and Technology Education (SMATE) Building.**

#### **c) Tour of Campus Recreation Center**

Marie Sather, Director of the new Campus Recreation Center, and Tim Wynn, Director of Facilities Management, led a tour of the Campus Recreation Center, scheduled to open Fall 2003.

Wynn recognized the efforts of the design team, OPSIS/BJSS Duarte Bryant; Dawson Construction, contractor; Gil Aiken, Architect and Project Manager; and, Bob McNaught, On-site Representative. It was noted that the recreation center is one of the nation's first recreation centers designed to meet LEED (Leadership in Energy and Environmental Design) Certification. The LEED point system gives credit for steps taken to create efficient, sustainable facilities that are environmentally sound.

The state-of-the-art facility has an open design and a northwest regional look for both the exterior and interior of the building. The James FitzGerald "Rain Forest" sculptural fountain (formerly located by Wilson Library) will be installed at the entrance to the facility, again tying the building to the natural elements of the Pacific Northwest.

### **4. ACADEMIC AFFAIRS**

#### **a) Academic Presentation: Science Literacy**

George 'Pinky' Nelson, Director of Science, Mathematics, and Technology Education (SMATE), provided a presentation on Science Literacy.

Nelson stated the principles of the SMATE mission:

- Prepare knowledgeable and effective teachers of science, mathematics, and technology.
- Develop science teacher leaders through the Masters of Education program.
- Serve as a resource for the region's schools and the state to improve science education.
- Perform education research on science teacher preparation.

Nelson explained that faculty members spend half their time in SMATE and the other half in their departments. Students are taught by scientists and mathematicians who know education. Nelson said that Western's program is a national model of how science education should be for future science teachers.

Nelson described the classes and activities of the science education programs and the outreach provided to schools in the local community and teacher workshops. He said that unique to Western is the program's facility. The SMATE building holds dedicated elementary and secondary classrooms and a Learning Resource Center containing a variety of curriculum and reference materials, which is available to the community.



Board members toured the Learning Resource Center and proceeded to lunch.

**At 1:30 p.m. the Board reconvened in Old Main 340.**

**b) General Education Requirements -- Proposed Changes**

Provost Bodman provided a written history of general education at Western and the final report and recommendations of the General Education Task Force (April 15, 2003). The Provost introduced Dr. Kris Bulcroft, Vice Provost for Undergraduate Education, who oversees the review of Western's General Education Program.

Bulcroft introduced the following presenters: Dr. Susan Mancuso, chair of the General Education Task Force; Julie Krom, AS Vice President for Academic Affairs (2002-03); Dr. Tom Downing, Professor of Philosophy and chair of the Academic Coordinating Committee; Carmen Werder, Director of Teaching and Learning Academy; Megan Otis, student; T. J. Redmond, student.

Mancuso said there were several reasons for reviewing the general education requirements. These include concerns about retention, the time required to complete a degree, and the lack of curricular flexibility because students have little time to take electives or explore subjects outside their major. She said that students typically take 78 credits of general education leaving little time to study different areas. In an article in *FAST*, Dr. Carl Simpson, former director of Institutional Research and Resource Planning, wrote about his survey of students and graduates. In his summary on students' experience with general education requirements, he said "in short, students find moderate value in our GURs, seeing them as a hurdle that offers some value but is too large and poorly structured."

Mancuso said that the review process began in 1999-2000 with the release of the Quality Undergraduate Education Report. During the year that followed, faculty, staff, students, and members of the Teaching Learning Academy began a discussion on general education. Several specialized campus groups developed what was called the "white papers," which provided the first recommendations for general education reform at Western. The next phase took place a little more than a year and a half ago with the launching of the General Education Task Force. The task force created two models for general education based on identified learning outcomes and offered several recommendations, including:

- To develop a proposal that was not more than 60 credits.
- To retain distribution of academic requirements (humanities, natural science, social science) but with fewer classes.
- To retain Comparative, Gender and Multicultural Studies, but offer one course in the context of American society and another in the context of global issues.
- To add a First Year Experience to the distribution requirements.
- To add a second writing course to Writing and Critical Reasoning.
- To diversify the concept of Quantitative and Symbolic Reasoning beyond that encompassed in a primary math course.
- To add a Creative Experience course.

The task force believes the report represents an enhancement of the general education experiences at Western and builds on the curriculum already in place.

Task force member and former AS Vice President Krom said that her role was to educate students on the new proposals and to solicit their feedback. She said that four to five forums were held on campus to inform students about the general education proposals and to answer questions and solicit their feedback. She said that numerous articles were written about GER reform in *The Western Front* as well as the *AS Review*.

Carmen Werder, Director of the Teaching and Learning Academy (TLA), said that approximately 100 people are involved with the academy; about 55 faculty, 20 students, 20 administrators and about five classified staff. She said that this year the topic of study for the academy has been general education and that every quarter findings were reported to the General Education Task Force. Werder said that the TLA strongly supported the opportunities for small courses and the call for fewer GER credits. The academy believes that the overall design of the task force proposal is good and that it should be developed further.

Teaching and Learning Academy students T. J. Redmond and Megan Otis provided comments on the proposal. Otis said that the students of the TLA are excited about both the reduction in GER credits and the expansion of first-year experience classes.

Dr. Downing said that changes to the curriculum could not occur without the consent of the Academic Coordinating Commission (ACC) and ultimately the Faculty Senate. Downing said that the ACC devoted several meetings to discuss the topic with the task force and members of the General Education Requirements committee. He said that the ACC intends to get specific details on the proposals in the fall and conduct a forum to review feedback and determine how to proceed.

Chair Woods asked what the roadblocks were in completing this process. Downing said that some parts of the proposal could easily be implemented but that expensive course proposals present financial obstacles.

Trustee Raymond thanked the task force for their work. He said that it is significant to see an intentional focus in the area of multicultural studies. He said that additional thought could be given to whether an integrated studies experience is something that every student gets as opposed to something that's optional. He agreed that it is important for students to retain some flexibility to take electives and to pursue their interests.

Trustee Yuan said that she agrees with providing more flexibility and more options but that there also needs to be structure in place to support it. She suggested that additional resources be directed towards student academic advising.

President Morse suggested that at a future Board meeting Vice President Coughlin present information on factors that affect the length of time to complete a degree.

## **5. BUSINESS AND FINANCIAL AFFAIRS**

### **a) Major Capital Projects Status Report**

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

### **b) Voluntary Employee Beneficiary Association (VEBA) Medical Expense Plan**

Vice President Pierce brought forward a motion to approve a VEBA Medical Expense Plan for interested employee groups.

MOTION 6-7-2003            Grace Yuan moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, acquire a Voluntary Employee Beneficiary Association Medical Expense Plan for interested employee groups.

The motion passed unanimously.

### **c) Sehome Arboretum Board Report**

Vice President Pierce presented the Sehome Hill Arboretum Board of Governors Annual Report. The draft arboretum master plan will be forwarded this summer to Bellingham Parks and Recreation for review and then to Western's Board of Trustees and the Bellingham City Council in the fall for approval.

## **6. EXTERNAL AFFAIRS**

### **a) External Affairs Report**

Vice President Edie provided a written report on the recent activities of External Affairs.

### **b) Legislative Update**

Vice President Edie distributed a 2003 Legislative Summary. He said that Western largely accomplished three objectives during this legislative session: (1) protected the university by minimizing the state budget cuts and preserving tuition flexibility; (2) retaining recruitment and retention funds for faculty and exempt staff; and, (3) ensuring passage of the Gardner/ Evans plan.

Trustee Yuan inquired about SHB 2151. Edie said that this proposal requires baccalaureates to develop one ranked list of capital projects to be submitted to the HECB and the governor as part of biennial capital budget for 2005-07 biennium.

## 7. UNIVERSITY ADVANCEMENT

### a) Development Report

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

### b) Alumni Relations Report

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

### c) Special Recognition

Vice President Bowers said that each year the WWU Foundation recognizes donors whose contributions have reached or exceeded a level of \$25,000 by granting lifetime membership into the President's Club. Bowers said that it is with much appreciation that the WWU Foundation honor John and Marilyn Warner for their generous contributions to Western. Bowers said that the Warners have begun two projects with Woodring College of Education. Bowers presented Trustee Warner with the President's Club award.

### d) Naming University Facilities Policy

Trustee Stewart, liaison to the WWU Foundation Board, presented the proposed Naming University Facilities Policy. Stewart said that Trustee Zoro, Vice President Bowers, and he met several times to discuss amendments to the policy. They reviewed naming policies from many state baccalaureates as well as several policies from out-of-state institutions. Based on their research, a draft policy was created.

Trustee Raymond noted item 5, second bullet, of the policy and suggested that the word "current" be added before the word trustees. Chair Woods suggested that the motion be approved with the addition of the word "current" to item 5, second bullet.

MOTION 6-8-2003      Brent Stewart moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the *Naming University Facilities* policy (POL-U6000.02), which revises, merges, and replaces all previous naming policies approved by the Board of Trustees including but not limited to *Facilities: Naming University Facilities* (POL 3680).

The motion passed unanimously.

## 8. FACULTY SENATE

### a) Faculty Handbook Revisions: Section V. Evaluation of Faculty

Faculty Senate President Purdy presented three proposed changes to the Faculty Handbook.

Purdy said that the first proposed change is to Section II.A.1, which would include adding titles of the new colleges and updating Huxley's name.

MOTION 6-9-2003      Phil Sharpe moved that the Board of Trustees of Western Washington University amend the language to the Faculty Handbook, Section II.A.1, as follows:

Western Washington University consists of ~~six~~ seven colleges, the Graduate School, and the University Libraries, each with a dean or University Librarian as chief administrative officer. The colleges are ~~the College of Arts and Sciences, the College of Business and Economics, the College of Fine and Performing Arts, the College of Humanities and Social Sciences, the College of Sciences and Technology, Fairhaven College, Huxley College of the Environment,~~ and the Woodring College of Education. In the remainder of this *Handbook*, the term "colleges" encompasses the units listed above, including the Graduate School and the University Libraries.

The motion passed unanimously.

The second proposed change is to amend Section X.D. and add a new Section 6 on salary policy. Purdy said that the Salary and Welfare Committee and the University Planning Council recommended policy language for the Handbook in the event the legislature allocates "specifically designated" funds for purposes such as faculty retention and recruitment.

MOTION 6-10-2003      John Warner moved that the Board of Trustees of Western Washington University amend the language to the Faculty Handbook, Section X.D. and add new language in Section 6 as follows:

D. Salary Categories and Priorities

This salary policy classifies the division of any legislative appropriation designated for faculty salary increases and monies available from other sources permitted by law into five categories: (1) promotion; (2) general merit; (3) cost of living; (4) special merit; ~~and (5) equity, compression, retention; and (6) specifically designated funds.~~ Those salary increases obtained for 1-5 will be disbursed under the provisions described in Section E below. The priorities for dividing funds among these categories are as follows: (sections 1-5 unchanged, new language becomes item 6 on page 15)

6. In the event that the Legislature appropriates funds designated specifically for purposes such as faculty retention and recruitment, the Salary and Welfare Committee, after consulting with the University Planning Council, and in consultation with University administration, will propose a process for the allocation of such funds and provide a rationale for the proposed allocation process to the Faculty Senate for approval. To the extent allowed by legislative intent, any proposed allocation process should both balance the various factors that can affect faculty morale, retention and recruitment and also respond to the priorities of the current situation.

The motion passed unanimously.

The third proposed change is to amend Bylaw 7.8.1. Purdy said that the Faculty Senate revised the membership to facilitate a return to the committee's original purpose of making recommendations on academic technology. A review and revision of its charge will take place during fall quarter.

MOTION 6-11-2003      John Warner moved that the Board of Trustees of Western Washington University amend the language to the Faculty Handbook, BL7.8.1 as follows:

Membership. The membership of the Academic Technology Committee shall be as follows:

- a) one representative from each of the following: Fairhaven College, College of Business and Economics, Huxley College of the Environment, Woodring College of Education, College of Fine and Performing Arts. ~~These representatives shall be chosen by and normally be members of their representative college technology committees;~~
- b) ~~four representatives from the College of Arts and Sciences. These faculty members should be chosen by Arts and Sciences academic technology committee; they will ideally provide broad discipline representation in the humanities, the natural sciences, and the social sciences; the fourth member should be chosen at large to complement the technological expertise of the others; two~~ representatives each from the College of Humanities and Social Sciences and College of Sciences and Technology and;
- c) one representative from the library, ~~chosen by the Library Academic Technology Committee and normally a member of that committee;~~
- d) the Vice Provost for Information and Telecommunications (ex officio, non-voting);
- e) the Director of Center for Instructional Innovation (ex officio, non-voting);

- ~~f) the Director of ATUS (ex officio, non-voting);~~
  - ~~g) a member of Bargaining Unit C (Technicians) and a member of the LAN Managers' group (ex officio, non-voting);~~
  - ~~h) a student chosen by the Associated Students Board of Directors for a one-year term;~~
  - ~~i) one faculty member appointed by the Senate for a one-year term.~~
- (remainder unchanged)

The motion passed unanimously.

Purdy said that he had met with Trustee Raymond and Trustee Sharpe on the university's grievance policy. He said that changes had been made based on the recommendations that arose from their meetings. Purdy said that the current delay of the revised policy deals with the section on the ombudsman. He said an *ad hoc* committee was established to work on the policy. It proposed that the ombudsman position address student and staff issues as well as faculty concerns. Purdy said that he was in contact with Associated Students and staff groups to configure a policy proposal, which he hopes to bring forward in the fall.

Purdy reported that the Senate conducted a survey of all limited-term faculty (those not on tenure track positions). After meeting with the limited-term faculty and conducting the survey, recommendations were provided to the Senate, which plans to act on those recommendations in the fall.

Purdy said that other items on which the Senate has been working include: policies concerning consulting and copyright patents; revising policy on opportunity hires; and, procedures for review of tenure and promotion.

## 9. ASSOCIATED STUDENTS

AS President Graves reported that the AS Board elections were held this spring. He said a debt of gratitude should go out to the out-going board members for their dedication and hard work. Graves praised out-going president Allison Smith. He said that the new board of directors is coming in with a strong vision and set of goals for the Associated Students. Graves said that in the upcoming academic year the board plans on reviewing the structure of the AS organization and its mission statement.

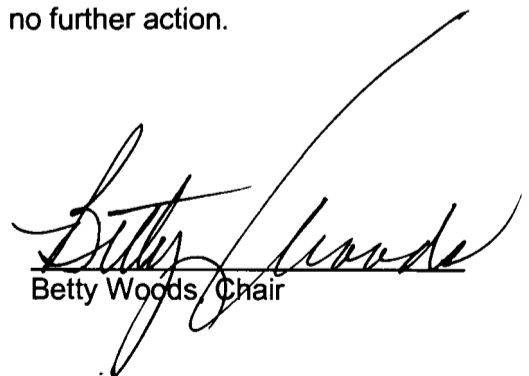
Chair Woods said that on behalf of the Board, she looks forward to working with Graves next academic year. She asked Graves to relay a message of thanks to Allison Smith for the outstanding work she did representing the Associated Students this year.

## 10. EXECUTIVE SESSION

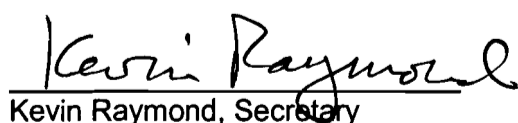
At 3:00 p.m. Chair Woods announced that the Board would go into Executive Session for approximately 30 minutes to discuss a personnel matter.

At 3:25 p.m. the Board returned to open meeting with no further action.

The Board adjourned at 3:25 p.m.

  
Betty Woods, Chair

ATTEST:

  
Kevin Raymond, Secretary

**ATTACHMENT 'A'**

**Academic Year 2003-2004**

**Proposed Fee Increase  
2003-2004 Academic Year**

Increase the S & A Fee for the 2003-2004 academic year by a maximum of 6.5% for all student categories contingent on the level of tuition increase 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 quarter per part-time student.)

Therefore, the "effective" percentage increase for the academic year 2002-03 is 5%. As legislatively mandated, a single S & A Fee rate (based on the 2002-2003 resident undergraduate rate) will be restored for 2003-2004.

	<u>2002-03 Actual</u>	<u>2003-2004 Proposed</u>
Undergraduates	\$381/year	\$400/year
Graduates	\$368/year	\$400/year

**Proposed S & A Fee Distribution  
2003-2004 Academic Year**

- I. 3.5% distributed to the Student Loan Fee as required by law.
- II. Music Copyright Fee to be allocated in the amount of \$7,826.
- III. Housing & Dining System to receive minimums as required by bond covenants for debt service. This amounts to \$32.00 per full-time student and \$6.40 per part-time student.
- IV. Campus Recreation salary dollars which previously flowed through the Associated Students have been allocated directly to Campus Recreation. Otherwise the distribution is based on the same percentages as 2002-2003.

<u>Constituency</u>	<u>2002-2003 Actual Percentage Split</u>	<u>2003-2004 Proposed Percentage Split</u>
Associated Students	51.68%	50.52%
Athletics	25.47%	25.47%
Campus Recreation	5.76%	6.92%
Department Related Activities	17.09%	17.09%

<u>Constituency</u>	<u>2002-2003 Actual Distribution</u>	<u>2003-2004 Projected Distribution</u>
Associated Students	\$1,493,340	\$1,529,687
Athletics	736,028	771,177
Campus Recreation	166,452	209,472
Department Related Activities	<u>493,864</u>	<u>517,448</u>
<b>Total</b>	<b>\$2,889,784</b>	<b>\$3,027,784</b>

**Proposed Fee Level  
Summer 2004**

As approved by the Board of Trustees in June 2002, the S & A Fee rate for Summer 2004 will increase by the same amount as the 2003-2004 academic year. Further, as required by legislative action the fee will be based on the resident undergraduate rate. Thus the proposed rate represents a 6.5% increase on the rate of \$8.27 per credit. Distribution of Summer 2004 will be proposed in June 2004.

	<u>Actual Fee Summer 2003</u>	<u>Proposed Fee Summer 2004</u>
Undergraduate	\$8.27 per credit	\$8.80 per credit
Graduate	\$7.99 per credit	\$8.80 per credit

**Proposed S & A Fee Distribution  
Summer of 2003**

The Board of Trustees approved the Summer 2003 rate of \$8.27 per credit for undergraduate students and \$7.99 per credit for graduate students in June 2002. It is proposed that Summer 2003 S & A Fees be split on a percentage basis after Housing and Dining received \$32.00 per full-time student and \$6.40 per part-time student. As with the 2003-2004 academic year, Campus Recreation salary dollars which previously flowed through the Associated Students have been allocated directly to Campus Recreation. Otherwise the distribution is based on the same percentages as Summer 2002.

<u>Constituency</u>	<u>2002 Actual Percentage Split</u>	<u>2003 Proposed Percentage Split</u>
Associated Students	67.35%	60.45%
Campus Recreation	4.27%	11.17%
Department Related Activities	28.38%	28.38%

<u>Constituency</u>	<u>Summer 2002 Actual Distribution</u>	<u>Summer 2003 Projected Distribution</u>
Housing and Dining	\$ 52,845	\$ 52,000
Associated Students	95,073	92,937
Campus Recreation	6,027	17,164
Department Related Activities	<u>40,062</u>	<u>43,628</u>
<b>Total</b>	<b>\$194,007</b>	<b>\$205,730</b>

**RESOLUTION NO. 2003-04**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF  
WESTERN WASHINGTON UNIVERSITY  
RECOGNIZING THE SERVICE OF BOARD MEMBER  
ANITA SHEETY**

WHEREAS, ANITA SHEETY, of Longview, Washington, has served as a member of the Western Washington University Board of Trustees from June 2002 to May 2003; and

WHEREAS, ANITA SHEETY has the distinction of being the fifth student appointed by the Governor to the Board of Trustees of Western Washington University; and

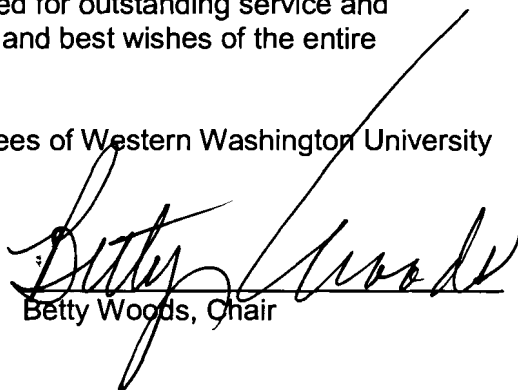
WHEREAS, ANITA SHEETY, brought with her leadership qualities developed while holding positions of president and vice president in 4-H clubs and dedication to community service while participating in a number of volunteer positions; and

WHEREAS, ANITA SHEETY has contributed her time and commitment to the University at considerable personal sacrifice while preparing to graduate from Western this academic year with degrees in Liberal Studies and in Classics and Ancient History; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Western Washington that ANITA SHEETY 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, 2003.

  
Betty Woods, Chair

ATTEST:

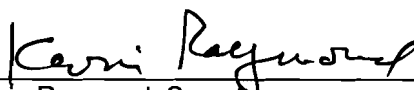
  
Kevin Raymond, Secretary

**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. 2003-04 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 13th of June 2003, 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 2003.

  
Kevin Raymond, Secretary