

BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY

A MEETING OF THE BOARD OF TRUSTEES OF WESTERN WASHINGTON UNIVERSITY WILL CONVENE AT 1:30 P.M. THURSDAY, JUNE 7, 1990, IN OLD MAIN ROOM 340, FOR COMMITTEE MEETINGS AND INFORMATIONAL PRESENTATIONS. THE MEETING WILL THEN RECESS UNTIL FRIDAY, JUNE 8, AT 8:30 A.M. IN OLD MAIN ROOM 340.

AGENDA FOR JUNE 7, 1990

1:30 p.m. Discussion on 1991-93 Biennial Budget Request

BOARD COMMITTEE MEETINGS

- a) Committee on Finance and Facilities - OM 340  
Chalker, Taylor, Waldo  
--Edens Hall Update  
--Campus Master Plan Update  
--Selection of Auditor  
--1991-93 Capital Budget Request  
--Selection of Financial Consultant
- b) Committee on Academic and Student Affairs --  
OM 355 - Becker, Choe, Gilbert  
--Housing Rate Increase  
--Health Service Fee  
--Update on Strategic Planning  
--Update on Assessment  
--Food Service Contract

5:00 p.m. Recess until Friday, June 8, 8:30 a.m.

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AGENDA FOR FRIDAY, JUNE 8, 1990

8:30 a.m. OLD MAIN 340

RECONVENE

1. Report from the Business and Financial Affairs Committee
2. Report from the Academic and Student Affairs Committee

3. CONSENT ITEMS SUBJECT TO ACTION

- a) Approval of the minutes of the April 5,6, 1990 meeting
- b) Awarding of Summer Quarter degrees
- c) Proposed Fee and Rate Changes for FY 1990-91
- d) Consultant Contract for Performing Arts Center, Music Library Asbestos Abatement
- e) Consultant Contract for Campus-wide Asbestos Survey
- f) Consultant Contract for Child Development Center
- g) Selection of Auditor for Housing & Dining and Bookstore
- h) S & A Fee Level/Distribution
- i) Housing & Dining System Proposed Budget and Rates for 1990-91
- j) Health Services Fee Increase
- k) Food Service Contract

4. BUSINESS AND FINANCIAL AFFAIRS

- a) Outline of 1991-93 Operating Budget Decision Package Request Considerations
- b) Report on 1991-93 Capital Budget Request Considerations

5. ACADEMIC AFFAIRS

- a) Semi-annual Progress Report on Minority and Women hiring.

6. REMARKS FROM THE PRESIDENT

7. Report on Revisions to WAC 516-52

8. EXTERNAL AFFAIRS

- a) Overview of External Affairs
- b) Fundraising Update
- c) Fundraising Consultant

9. ASSOCIATED STUDENTS

- a) Introduction of new A.S. BOARD
- b) End of year report

10. FACULTY SENATE

- a) Introduction of new Faculty Senate President
- b) Changes in Faculty Handbook (recommended action)

11. BOARD OF TRUSTEES

- a) Election of Board Officers

12. EXECUTIVE SESSION

June 7, 8, 1990

MINUTES  
MEETING OF THE BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
JUNE 7 AND 8, 1990

JUNE 7, 1990

CALL TO ORDER

Chair Cole called the meeting to order at 1:44 p.m.

ATTENDANCE

Board of Trustees

Mary Kay Becker  
Charlotte Chalker  
Martha Choe, Vice Chair  
Craig Cole, Chair  
Warren J. Gilbert, Jr.  
James Waldo

Western Washington University

Wendy Bohlke, Assistant Attorney General  
Roland L. De Lorme, Provost/Vice President for  
Academic Affairs  
Albert Froderberg, Vice President for External Affairs  
Penny Glover, Administrative Assistant/Board Secretary  
Kenneth P. Mortimer, President  
George Pierce, Vice President for Business/Financial Affairs  
Saundra Taylor, Vice President for Student Affairs  
Kent Thoelke, President of Associated Students  
Richard Thompson, President of Faculty Senate

President Mortimer welcomed Dr. Richard Thompson, new Faculty Senate President. Dr. Thompson's term will run until May 1991.

Chair Cole announced that the Board would engage in a discussion on the 1991-93 Biennial Budget Request until approximately 2:45 p.m.

Chair Cole requested that the administration furnish the Board with a written summary that will encompass budget priorities as they fit with strategic planning by July, 1990.

RECESS

At 2:55 p.m. the Board recessed into committee meetings. Following committee meetings the Board recessed until Friday, June 8, at 8:30 a.m.

JUNE 8, 1990

RECONVENE

CALL TO ORDER

Chair Cole called the meeting to order at 8:30 a.m.

ATTENDANCE

Board of Trustees

Charlotte Chalker  
Martha Choe, Vice Chair  
Craig Cole, Chair  
Warren J. Gilbert, Jr.  
Larry Taylor, Secretary  
James Waldo

June 7, 8, 1990

1. REPORT FROM THE BUSINESS AND FINANCE COMMITTEE

Selection of Financial Consultant

Vice President Pierce discussed current planning for the future of Western Washington University, indicating that two major planning activities were currently underway: the strategic planning and campus master planning processes. The firm of Harper, McLean & Company of Seattle, jointly with Whitfield, Inc., have been selected to assist Western in the master planning process.

Dr. Pierce introduced Joan Egan, Harper, McLean's principal consultant to Western. Ms. Egan reported that the firm has begun to collect and analyze data and plans to present a financial proposal to the Board at the August, 1990 meeting.

Edens Hall Update

Vice President Pierce reported that the committee is continuing to assess options discussed by the Edens Hall Committee, as well as the Board's suggestions to rehabilitate Edens Hall as a residence hall/conference facility.

Campus Master Plan

Vice President Pierce reported that the committee should have a sense of direction from the Strategic Planning Committee by October. Then the Campus Master Planning Committee will be able to prepare a conceptual plan to present to the Board by December, 1990.

Selection of Auditor

Vice President Pierce reported that the firm of Laventhol and Horwath has asked to be released from its contract because of additional expenses and personnel changes. At the June 8 Board meeting it will be proposed that Western award the contract for auditing services to the firm of Moss Adams of Bellingham.

Capital Plan

Vice President Pierce explained that every two years Western submits a biennial capital request based on a six year plan to the Office of Financial Management. The Science Facility has been a high priority for new construction dollars for the past three years. At the request of OFM, Western divided the facility into three phases. Western was awarded construction dollars for Phase I and design dollars for Phase II. Funding to renovate Haggard Hall will be included in the 1991-93 capital request in addition to design funds for Phase III of the Science Facility.

Jack Cooley, Budget Director, and Renee Roberts, Assistant Director-Capital, reviewed the preliminary outline of the 1991-93 capital budget request.

2. REPORT FROM THE COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS

Housing and Dining Rate Increase

Kay Rich, Director of University Residences, highlighted issues covered in the Housing and Dining Rate Increase booklet. The requested increase averages 5.5 percent. The residence hall increase is 5.2 percent; Buchanan Towers, 7.2 percent; and Birnam Wood, 9.8 percent. Rates are competitive with other Washington state universities.

Food Service Contract

Of six vendors represented at a pre-proposal meeting to review specifications and tour food service facilities, three companies (ARA, Marriott, and PFM) submitted proposals for a ten-year food service contract.

### Health Services Fee

A proposed new health service fee will increase the rate from \$12 to \$25 per quarter beginning Fall, 1990. The fee has been reviewed and evaluated for the past few years. The fee increase proposal has been reviewed by the appropriate governance structure and approved by the Associated Student Board.

### S & A Fee Split

Vice President Taylor explained that there were numerous proposals for splitting S & A fee revenue before the current one was approved. The S & A Fee Committee approved a policy which requires a minimum of \$10,000 in a Reserve Fund.

### Update on Assessment

Vice President De Lorme paid tribute to Dr. Robert Thorndike for his contribution to assessment efforts at Western. Some of the accomplishments accredited to the assessment process include purchase of new computers, provision of updated tests, and faculty adoption of an evaluation plan which will give strength to the process of evaluating courses and faculty.

## 3. CONSENT ITEMS

### a) Approval of the minutes

The minutes of the Board of Trustees meeting held April 5 and 6, 1990 were approved as submitted.

### b) Awarding of Summer Degrees

MOTION 6-1-90 Martha Choe moved that the Board of Trustees of Western Washington University, upon recommendation of the faculty and subject to the completion of any unmet requirements, approve awarding undergraduate and graduate degrees to the candidates as listed in the files of the Registrar and Graduate Dean, for graduation June, 1990.

The motion passed unanimously.

### c) Proposed Fee and Rate Changes for FY 1990-91

MOTION 6-2-90 Martha Choe moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the per quarter fee increase from \$1,150 to \$1,275 for the English as a Second Language Program; an increase from \$45 to \$49 per credit fee for continuing education correspondence study; and an increase from \$51 to \$54 per credit fee for continuing education contract study.

The motion passed unanimously.

### d) Consultant Contract for Asbestos Abatement of the Performing Arts Center Music Library

MOTION 6-3-90 Jim Waldo moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a consultant contract to The Abatement Group, Inc. from Ellensburg, Washington, for a fee of \$86,900, to provide architectural services for asbestos abatement of the Performing Arts Center Music Library.

The motion passed unanimously.

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e) Consultant Contract for Asbestos Assessment Survey of all University-owned Facilities

MOTION 6-4-90 Charlotte Chalker moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a consultant contract to The Abatement Group, Inc. from Ellensburg, Washington, for a fee of \$369,500, to provide an asbestos assessment survey of all University-owned facilities on and off the main campus including utility tunnels (excluding Parks Hall and the Performing Arts Center, which already have been surveyed).

The motion passed unanimously.

f) Consultant Contract for Architectural Services on the Child Development Center

MOTION 6-5-90 Charlotte Chalker moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a consultant contract to Ross & McClure Architects from Bellingham, Washington, for a fee of \$61,000, to provide architectural services for the Child Development Center.

The motion passed unanimously.

g) Audit Services Contract for Western Washington University Housing and Dining and Bookstore Audits

MOTION 6-6-90 James Waldo moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, award the audit services contract to the certified public account firm of Moss Adams of Bellingham, Washington.

Martha Choe abstained. The motion passed unanimously.

h) Services and Activities Fee Level and Fee Distribution

MOTION 6-7-90 Martha Choe moved that the Board of Trustees of Western Washington University, upon recommendation of the President and the Services and Activities Fee Committee, establish a Services and Activities Fee level of \$87.50 per quarter for the 1990-91 academic year with 2 1/2 percent distributed to the Student Loan Fund as required by law and the remainder distributed during the academic year as follows:

	<u>Amount</u>	<u>Percent</u>	<u>Academic Yr. Distribution</u>
Housing and Dining System	\$31.94	37.43%	\$ 828,727
Associated Students	29.15	34.17%	756,353
Department Related Activities	24.14	28.30%	626,501
Reserve	<u>0.08</u>	<u>0.10%</u>	<u>2,214</u>
SUB-TOTAL	\$85.31	100.00%	\$2,213,795
2.5% Student Loan Fee	2.19		
TOTAL FEE	\$85.50		

Additional fee collections shall be distributed according to the established S&A reserve policy. Basis for change in funding split from previous year is to earmark funds for operations and programming support for the Student Ethnic Center.

The initial Summer 1990 Services and Activities Fee allocation be established at a minimum level of \$100,000 and be distributed as follows:

	<u>Percent</u>	<u>Summer Qtr Distribution</u>
Housing and Dining System	38.3%	\$ 38,300

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Associated Students	41.4%	41,400
Department Related Activities	<u>20.3%</u>	<u>20,300</u>
	100.0%	\$ 100,000

The motion passed unanimously.

i) Housing and Dining System Proposed Budget & Rates for 1990-91

MOTION 6-8-90 Martha Choe moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve Housing and Dining rates as proposed. The proposed rates call for an overall increase in Housing and Dining rates of 5.5 percent for 1990-91, raising the base rate from \$3,100 to \$3,260.

The motion passed unanimously.

j) Proposed Health Services Fee Increase

MOTION 6-9-90 Martha Choe moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the proposed Health Service Fee Increase from \$12 to \$25 per quarter for 1990-91.

The motion passed unanimously.

k) Food Service Contract

MOTION 6-10-90 James Waldo moved that the Board of Trustees of Western University authorize the President or his designee to negotiate and enter into a contract (providing the terms and conditions of the contract are acceptable to the President or his designee) for the campus food service with Marriott Corporation, such authorization to expire on July 30, 1990.

Larry Taylor left the room during this discussion and abstained from action pertaining to the Food Service Contract.

The motion passed unanimously.

RECESS

Chair Cole called a 15-minute recess at 9:25 a.m.

RECONVENE

At 9:40 a.m. the Board reconvened. Chair Cole welcomed new Associated Student Board members, and asked A.S. President Thaelke to introduce those who were present. Mr. Thaelke introduced Mark Aaserud, President-Elect; Jackson Lynch, Vice President-Elect for Academic Affairs; Lance Olsen, Secretary/Treasurer-Elect; and DeeAn Nakagawa, Vice President-Elect for Residence Life.

4. BUSINESS AND FINANCIAL AFFAIRS

a) Outline of 1991-93 Operating Budget Decision Package Request Considerations

Vice President Pierce discussed the "first draft" of the Operating Budget Request stating that Western is in the midst of a campus-wide strategic planning process involving more than 100 staff and faculty serving on a dozen committees and subcommittees



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dedicated to defining a long range vision to guide the university through the 1990's and into the 21st Century. Because these initiatives are being defined concurrent with development of the 1991-93 operating budget request, the university is focusing its decision packages on elements which are: (1) critical to the maintenance and enhancement of quality undergraduate education; (2) supportive of academic initiatives; and (3) imperative to the effort to continue diversifying the university.

Final 1991-93 Operating Budget proposals will be submitted for Board approval at the August meeting.

b) Report on 1991-93 Capital Budget Request Considerations

Vice President Pierce submitted a preliminary outline of the 1991-93 Capital Request and 1993-97 Capital Plan for board discussion. The final 1991-93 Capital Budget Request will be brought to the Board at the August meeting.

5. SEMI-ANNUAL PROGRESS REPORT ON MINORITY AND WOMEN HIRING

Vice President De Lorme gave a profile of faculty, administrative-exempt and classified staff hires, by type and division. Western is in the crucial final phase of filling 43 faculty openings. Of the 43 faculty openings, 27 are now filled. Eight of those have been filled by ethnic minorities; 15 new faculty are males and 12 are females.

6. REMARKS FROM THE PRESIDENT

President Mortimer reported that the quality of students applying for entrance into Western is higher than ever before. Thirty percent of the applicants have a 3.6 or better, high school grade point average. Although we have fewer students applying this year, only 2% of them had less than a 2.8 grade point average.

President Mortimer announced that Dr. Stephen Sulkin, Director of the Shannon Point Marine Center, has accepted appointment as Chair of the Provost Search Committee. The position description will be distributed nationally and a committee is being selected to begin full search efforts by fall quarter.

7. REPORT ON REVISIONS TO WAC 516-52

Assistant Attorney General Bohlke informed the Board that she was working on revising WAC 516-52. A copy of the proposed revisions will be mailed to each Board member for review prior to final action at the August meeting.

8. EXTERNAL AFFAIRS

Vice President Froderberg gave an overview of the External Affairs Division, which encompasses State Government Relations, Alumni Relations, the Public Information Office, and the Development Office, which includes the Western Foundation. The principle job of External Affairs is to represent the university to persons and organizations external to the campus. Dr. Froderberg outlined efforts each area plans to undertake in 1991-93. He also reported that in the 1989-90 fiscal year the Foundation received 3,978 gifts totaling \$1,068,065.43, an increase of 73% in donations from 1988-89.

9. ASSOCIATED STUDENTS

Mr. Thoelke reported that the Associated Students have enjoyed a very successful year and accomplished many significant goals in 1989-90. Among those realized goals were a demonstrated commitment

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to diversity; support for a recommissioned, armed campus police force; upgrading of health services and fee increases, and finalization of plans for a Ethnic Student Center.

Mr. Thaelke introduced Mr. Cinque Finnie of the Black Student Network. Mr. Finnie spoke on behalf of the Black Student Network regarding ethnic issues and in support of a new Ethnic Center. Mr. Finnie asked Ms. Ericka Garcia to read a letter from the Ethnic Student Alliance in support of a Ethnic Center on campus.

Chair Cole thanked students for their leadership on behalf of Western students. Mr. Cole also thanked Mr. Thaelke for his diligence and professionalism in serving as A.S. president the past year.

10. FACULTY SENATE

MOTION James Waldo moved that the Board of Trustees of Western  
6-11-90 accept changes to the Faculty Handbook as adopted by the Faculty Senate.

The motion passed unanimously.

11. BOARD OF TRUSTEES

Election of New Officers

In accordance with Section 050(1) of the Board of Trustees' Rules of Governance, Larry Taylor nominated board officers as follows:

Martha Choe, Chair  
Mary Kay Becker, Vice Chair  
Warren J. Gilbert, Jr., Secretary

MOTION James Waldo moved that the Board of Trustees of Western  
6-12-90 Washington University elect new board officers as nominated: Martha Choe as Chair, Mary Kay Becker as Vice Chair, and Warren Gilbert as Secretary, to be effective immediately.

The motion passed unanimously.

James Waldo spoke on behalf of the Board in thanking Craig Cole for the time, effort, personal dedication, and great sense of humor he has portrayed as chair during the past two years of transitions at Western.

RECESS

At 11:15 a.m. the meeting recessed into executive session for approximately 35 minutes to discuss real estate and legal matters.

RECONVENE

The Board reconvened in open meeting at 11:50 a.m. and took the following action.

12. ACQUISITION OF REAL PROPERTY

Ewald Guze Property

MOTION Larry Taylor moved that the Board of Trustees of Western  
6-13-90 Washington University, upon recommendation of the President, authorize the purchase of the real property

located at 2901 Douglas, Bellingham, Washington, legally described as Lot 1, Guze Short Plat, Bellingham, Washington, Whatcom County, Washington, for the amount of \$57,500, plus closing costs and related title fees.

The motion passed unanimously.

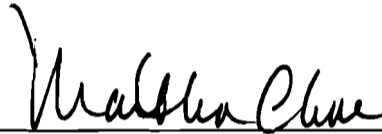
High Street Property

MOTION 6-14-90 Larry Taylor moved that the Board of Trustees of Western Washington University, upon recommendation of the President, authorize the purchase of the real property located at 709 High Street, Bellingham, Washington, legally described as Lot 11, Block 88, Map of the Town of New Whatcom, Whatcom County, Washington, for the amount of \$145,000, plus closing costs and related title fees.

The motion passed unanimously.

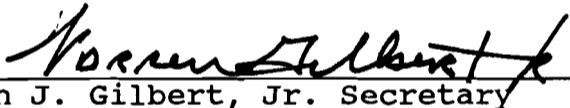
ADJOURNMENT

The meeting was adjourned at 11:55 a.m.



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Martha Choe, Chair  
Western Washington University  
Board of Trustees

ATTEST:



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Warren J. Gilbert, Jr. Secretary