

5. EXTERNAL AFFAIRS

- Update on External Affairs

6. ASSOCIATED STUDENTS

7. FACULTY SENATE

8. BOARD OF TRUSTEES

- Resolution No. 93-05

9. EXECUTIVE SESSION

ADJOURN AT 4:00 p.m.

MINUTES
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
AUGUST 5, 1993

Call to Order

Chair Mary Kay Becker called the meeting of the Board of trustees of Western Washington University to order at 10:10 a.m.

ATTENDANCE

Board of Trustees

Mary Kay Becker, Chair
Martha Choe
Bud Gilbert, Vice Chair
Wayne Ehlers
Jim Waldo

Western Washington University

Wendy Bohlke, Assistant Attorney General
Keith Boyd, President of Associated Students
Roland De Lorme, Provost/Vice President for Academic Affairs
Albert Froderberg, Vice President for External Affairs
Penny Glover, Assistant to President/Secretary to the Board
Dan Hagen, Vice President, Faculty Senate
Karen W. Morse, President, WWU
George Pierce, Vice President for Business/Financial Affairs

INFORMATIONAL PRESENTATIONS

Report on University Records Center and Records Program

Provost De Lorme introduced Diane Parker, Director of Libraries and Public Records Officer. Ms. Parker discussed the University Records Center and Records Program started in 1972 by the Washington State Open Government Act. University records, by statutory definition, are public property and must be maintained, transferred and destroyed according to records retention schedules approved by the State Records Committee in Olympia.

University records include any records created or received by the institution, such as correspondence, directives, and reports, regardless of physical characteristics. Records include those stored on media such as photographs, microfilm, and computer disks and tapes.

The University Archives and Records Center operates under the direction of the University Records Officer as a support service. The Center offers records management consulting services to campus offices and coordinates the University's records management program with the state's records management program. The Center operates under Washington State statutes and complies with federal law governing and preservation, disposition and disclosure of public records.

Report on the History Department Archives and Records Program

Dr. James B. Rhoads, Director of the Graduate Program in Archives and Records Management, informed the Board that the Department of History at Western has sponsored a graduate program in archives and records management since 1972. The department now offers an expanded two-year program leading to the degree of Master of Arts in History with a concentration in Archives and Records Management. Successful applicants are required to complete 74 quarter hours of course work and an internship. Students may elect to emphasize either archives administration or records management, or to pursue a program equally balanced between the two specializations. Elective courses and internships are selected to support these options.

Western's involvement with the Washington State Archives began in 1968 when Provost De Lorme participated in forming a Region Ten Advisory Council to the National Archives and Records Service (now the National Archives and Records Administration). Western's involvement grew in 1971 when the History Department formed a partnership with NARS, and then in 1972, when a post-baccalaureate program in Archives and Records Management was initiated. Later Dr. James (Bert) Rhoads, Archivist for the United States, accepted a permanent position as program director.

Under the jurisdiction of the Secretary of State, the Washington State Legislature provided for the establishment of regional state archives facilities to be located at various locations. The first of these facilities was constructed on Western's campus and will be dedicated today. (See **Secretary of State Proclamation - Attachment "A"**)

1. CONSENT ITEMS

Consent item c) Final Approval of EIS was pulled and moved to a separate item for discussion and approval. (See No. 2)

MOTION 8-1-93 Wayne Ehlers moved, seconded by Martha Choe, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the following consent items:

-Approve the minutes of the July 8, 1993, regular meeting of the Board.

-Approve, on recommendation of the faculty and subject to the completion of any unmet requirements, the awarding of undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Summer Quarter, effective August 21, 1993.

-Award a construction contract to Mocerri Construction Company of Bellingham, Washington, in the amount of \$280,575.00 plus tax (base bid and three deductive alternates), to complete offices and a conference room on the fifth floor of the Environmental Studies building.

The motion passed unanimously.

2. Final Approval of Scheme E - Refined as the Conceptual Plan and Environmental Impact Statement

MOTION 8-2-93 Craig Cole moved, seconded by Wayne Ehlers, that the Board of Trustees of Western Washington University, approve Scheme E - refined as the conceptual plan and that all SEPA requirements have been satisfied.

The motion passed unanimously.

In compliance with the State Environmental Policy Act (SEPA), a Draft Environmental Impact Statement (EIS) on the Campus Master Plan was prepared and issued to the public for comment in April 1993. The required comment period has been completed and responses to the comments are included in the Final EIS. The Final EIS was approved to be issued to the public at the July 8, 1993 Board of Trustees meeting and issued to the public on July 26, 1993. The Draft and Final Environmental Impact Statement fulfills the necessary SEPA requirements for Western Washington University's Campus Master Plan.

3. ACADEMIC AFFAIRS

Huxley College of Environment Studies Bylaws

MOTION Craig Cole moved, seconded by James C. Waldo, that the
8-3-93 Board of Trustees of Western Washington University
 approve the revision to Faculty Handbook Section VII:
 Bylaws of Huxley College of Environmental Studies.

The motion passed unanimously.

This will result in a revision to the Faculty Handbook and will be available in the Faculty Senate Office.

Admissions and Enrollment Report

Karen G. Copetas, Director of Admissions, reported that Western continues to attract an academically talented and diverse incoming student body. Freshman applications for admission have increased 7.2% since 1992 and 26.5% since 1991. During the same time, the quality and ethnic and racial diversity of the applicant pool has increased.

Admission standards for new postbaccalaureate students are quite competitive, with an admission rate of only 41%. Cumulative GPA, nature of previous coursework, proposed program of study, possible alternatives, and individual circumstances are considered.

The number of returning student applications has dropped since the August 1992 addition of a \$35 application fee, strict application deadlines, and a \$50 deposit on tuition. At the same time, all returning students pursuing a first degree have been admitted, as have all postbaccalaureate applicants absent from Western less than one year or having left Western in postbaccalaureate status.

4. REMARKS FROM THE PRESIDENT

President Karen W. Morse, who took office August 1, 1993, expressed that it was good to be on board. She is pleased to have an opportunity to work with the excellent administration, faculty, staff, and students at Western. She shared her plans for the upcoming year which include clarification of University goals and priorities, meetings with each department, interaction with community persons and groups, and getting acquainted with state legislators and policies. She looks forward to working with the Board of Trustees.

5. BUSINESS AND FINANCIAL AFFAIRS

Status Report of the Faculty Retirement Plan

Mr. Lin Nelson, Benefits Administrator, gave a brief summary and status report concerning Western's retirement plan. He also discussed certain aspects that will be reviewed over the next few months.

6. EXTERNAL AFFAIRS

Vice President Froderberg discussed the preliminary analysis completed by the Senate Ways and Means Committee on the potential impact of Initiatives 601 & 602. If passed, the state general fund will have a \$950 million revenue deficit. As we understand the initiatives, 47% of the state general fund is protected. The resulting impact on higher education will depend on how the proportion of the reduction is allocated to unprotected agencies.

Dr. Froderberg reviewed the success of private support for the University over the last five years. The University can now offer greater scholarship opportunities for National Merit Scholars.

This fall, Western will enroll 10 additional Merit Scholars, for a total of 27. They have all been offered scholarships of at least \$1000 a year for four years. Trustee Waldo recommended that the University provide more recognition and publicity for these scholars.

7.

ASSOCIATED STUDENTS

Associated Student Board President, Keith Boyd, welcomed President Karen W. Morse to campus and stated that he looks forward to a very busy year as A.S. President.

8.

FACULTY SENATE

Dan Hagen, Vice President of Faculty Senate, stated that the Faculty Senate appreciated the opportunity to work with Acting President Larry Delorme over the past five months. Mr. Hagen welcomed President Karen W. Morse to Western on behalf of the Faculty Senate.

9.

BOARD OF TRUSTEES

Resolution No. 93-05 Honoring the Service the De Lormes

MOTION 8-4-93 James Waldo moved, seconded by Craig Cole, that the Board of Trustees of Western Washington University adopt Resolution No. 93-05 honoring the service of Acting President Roland L. De Lorme and Marcia J. De Lorme.

The motion passed unanimously.

RESOLUTION NO. 93-05
A RESOLUTION TO HONOR THE SERVICE OF ROLAND L DE LORME
AND MARCIA DE LORME

WHEREAS, Roland L. "Larry" De Lorme served as President of Western Washington University from March 1, 1993 to July 31, 1993; and

WHEREAS, the quality and accomplishments of his leadership during this interim period are of enduring value to the University; and

WHEREAS, Marcia J. De Lorme's very special efforts on behalf of the University community are deserving of special recognition and appreciation;

NOW THEREFORE, Be It Resolved by the Board of Trustees of Western Washington University that:

The Board of Trustees of Western Washington University expresses its gratitude to the De Lorme's for a job well done.

Adopted unanimously by the Board of Trustees of Western Washington University this 5th day of August, 1993, at Bellingham, Washington.

President's Residence

Vice President George Pierce reported that the property at 1005 West Toledo Street, has been put up for sale and a lease has been entered into for 801 15th Street to provide a residence for the President for up to five years. The three-year cost for the lease will be less than costs would be at the Toledo residence during the same three-year period.

MOTION 8-5-93 Craig Cole moved, seconded by Wayne Ehlers, that the Board of Trustees of Western Washington University approves the arrangements for sale of the Toledo residence and lease of a new residence described in George Pierce's memorandum of August 5, 1993, to the

President's Residence Subcommittee, as being consistent with the intent and authorization of Board Resolution No. 88-03.

ADJOURNMENT

At 3:35 p.m. the Board adjourned to attend the dedication ceremony of the Washington State Archives: Northwest Region located at 25th Street and Bill McDonald Parkway.


Mary Kay Becker, Chair

ATTEST:


Charlotte Chalker
Secretary

SECRETARY of STATE



PROCLAMATION

WHEREAS, the Legislature has provided for the establishment of new regional state archives facilities under the jurisdiction of the Secretary of State; and

WHEREAS, the first of these facilities has been constructed on the campus of Western Washington University; and

WHEREAS, it is appropriate, on the occasion of the opening of this facility, to honor those who have made extraordinary contributions to the public, to the state's archival program, and to fostering among the populace an appreciation of the region's history; and

WHEREAS, Harold A. "Barney" Goltz authored and saw to the passage of legislation to strengthen the state's commitment to an effective archival program and has served the public with distinction in a number of important roles, including as a Western Washington University administrator, state representative and senator, and as a leading member of the Hospital Commission, Centennial Commission, Expo '86 Commission, and State Board for Community College and Technical College Education; and

WHEREAS, Dr. Keith A. Murray has served on the history faculty of Western Washington University since September, 1946, currently holds the rank of Full Professor Emeritus, is a renowned author, teacher, expert on regional history and through selfless dedication to public service has cultivated in thousands of the state's residents an understanding and appreciation of regional history and the need for an archival program to preserve it,

NOW, THEREFORE, I, Ralph Munro, Secretary of State of Washington, do hereby proclaim, name, and designate the regional archives facility at Western Washington University to be the "Goltz-Murray Building" to honor the contributions of these two outstanding state citizens.

Done at Bellingham, Washington, this 5th day of August, 1993.



Ralph Munro
Secretary of State

The Board of Trustees of Western Washington University congratulates Secretary of State Munro, a "Distinguished Alumnus" and former trustee of Western, on the opening of this valuable addition to the region, welcomes this facility into the campus community, and joins him in expressing its respect, affection, and best wishes to the distinguished honorees.



For the Board of Trustees

Mary Kay Becker, Chair
Western Washington University

RESOLUTION NO. 93-05
WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES

A RESOLUTION TO HONOR THE SERVICE OF ROLAND L. DE LORME
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WHEREAS, the quality and accomplishments of his leadership during this interim period are of enduring value to the University; and

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NOW THEREFORE, Be It Resolved by the Board of Trustees of Western Washington University that:

The Board of Trustees of Western Washington University expresses its gratitude to the De Lorme's for a job well done.

Adopted unanimously by the Board of Trustees of Western Washington University this 5th day of August, 1993, at Bellingham, Washington.

Board of Trustees
Western Washington University


Mary Kay Becker, Chair

ATTEST:


Charlotte Chalker, 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.93-05 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 5th day of December, 1993, and is 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 5th day of August, 1993.


Charlotte Chalker
Secretary of the Board