

AGENDA

MEETING OF THE BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY

DECEMBER 2, 1993  
OM 340

12:00 a.m. Board meeting Convenes and Recesses for Lunch in  
Viking Union

1:30 p.m. Foreign Language Interactive Classroom Tour

2:30 p.m. Business Meeting - Old Main 340

1. INFORMATIONAL PRESENTATIONS

- a) Status Report of the Housing and Dining Projects
- b) University Signage System Update

2. CONSENT ITEMS (recommended action)

- a) Approval of the minutes of the October 7, 1993, regular meeting
- b) Approval of Fall Quarter Degrees
- c) Facilities Planning Office Addition and Physical Plant Re-Roof - Rebid - Construction Contract
- d) Repeal of South African Investment Policy

3. REMARKS FROM THE PRESIDENT ACADEMIC AFFAIRS

4. ACADEMIC AFFAIRS

- Summer Session Tuition

5. BUSINESS AND FINANCIAL AFFAIRS

- University Retirement Plan Revision

6. STUDENT AFFAIRS AND BUSINESS AND FINANCIAL AFFAIRS

- a) Housing and Dining Audit -
- b) Bookstore Audit -
- c) S & A Fee Correction

7. FACULTY SENATE

- 1994-95 Contingency Plan

8. ASSOCIATED STUDENTS

9. BOARD OF TRUSTEES

- Resolution No. 93-07 Welcoming New Board Member

MINUTES  
BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
DECEMBER 2, 1993

Call to Order

Chair Mary Kay Becker called the meeting of the Board of Trustees of Western Washington University to order at 2:30 p.m.

ATTENDANCE

Board of Trustees

Mary Kay Becker, Chair  
Charlotte Chalker, Secretary  
Martha Choe  
Craig Cole  
Wayne Ehlers  
Warren Gilbert, Vice Chair  
Grace Yuan

Western Washington University

Wendy Bohlke, Assistant Attorney General  
Keith Boyd, President of Associated Students  
Roland De Lorme, Provost/Vice President for Academic Affairs  
Marie Eaton, Interim Vice President for Student Affairs/Dean  
for Academic Support Services  
Penny Glover, Assistant to President/Secretary to the Board  
Kathleen Knutzen, President of the Faculty Senate  
Karen W. Morse, President, WWU  
George Pierce, Vice President for Business & Financial Affairs

INFORMATIONAL PRESENTATIONS

Tour of the Foreign Language Interactive Classroom

The Board of Trustees and administration toured the Foreign Language Interactive Classroom from 1:30 to 2:30 p.m. Dr. Robert Balas, Professor of Foreign Languages, coordinated the informative, hands-on tour.

STATUS REPORT OF THE HOUSING AND DINING PROJECTS

Edens Hall South

Ed Simpson, Project Manager, reported that Baugh Construction Company is on schedule for substantial construction completion by July 1994. Approximately 75% of the new shear walls are complete, with the remaining shear walls scheduled to be complete December 1993. Masonry repair is complete in the courtyard and east elevation; masonry repair work is continuing on the north, south, and west elevations. The new exit stair towers are complete and the new pedestrian bridge deck installed. The main roof has been structurally repaired and new roofing installed. New windows are scheduled to be installed soon thereby making the building weather-tight.

Viking Commons/Viking Union Renovation

Mr. Simpson reported that LMN Architects has completed the design development drawings for Phase "A". Phase "A" includes expansion and renovation to the Viking Commons kitchen, servery, and dining spaces. A new loading dock and service corridor will be constructed to improve delivery and transportation of goods through the Viking Complex. The present Viking Union lounge will be renovated into a dedicated program space. The current plaza between the Viking Union, Viking Addition, and Bookstore buildings will be covered to become a galleria space for circulation, meeting, and gathering. The sixth level of the Viking Addition

will become a food court style eatery space. The Bookstore will be remodeled to gain efficiency and will be reoriented to the new galleria space. The Bookstore will also receive new storage and staging space. The project will be bid June 1994, and the construction contract brought to the August 1994 Board of Trustees meeting for approval.

#### South Campus Eatery

Mr. Simpson reported that Mesher Shing and Associates completed a predesign for a proposed south campus eatery. The study confirmed the immediate and long-term need for additional inside dining in the south campus. This need is driven by the current limited number of existing food outlets in the south campus and by the current and planned expansion in the south campus area. There are currently only 140 inside seats (retail dining) on campus outside of the Viking Union. Only 80 seats are located in the south campus; these are at the existing Arntzen Hall Atrium eatery. Additional south campus dining space would reduce walking distances and promote increased interaction of students and faculty.

#### UNIVERSITY SIGNAGE SYSTEM UPDATE

Rick Benner, Manager of Facilities and Master Planning reported that in the Spring of 1983, one of the goals/objectives identified by the Facilities Development Office was to "develop guidelines for establishing uniformity in a campus-wide directional graphics system." Since that time, the process for fulfilling that goal continues. The present Campus Sign Program incorporates the following goals and objectives:

1. Communicate in a safe, clear and efficient manner.
2. Aesthetics or the visual enhancement of a uniquely beautiful campus.
3. Flexibility or the ability to be consistent while allowing for revisions and changes.
4. Cost-effectiveness without sacrificing quality, both in initial cost and future maintenance.
5. An implementation process that ensures all of the above goals and objectives.

The physical and performance requirements for signs include safety, aesthetics, flexibility, orientation and cost-effectiveness. Because current students, faculty, staff and regular users do not typically require special directional help, signs are designed and located with the first-time visitor in mind and endeavor to promote a user-friendly atmosphere. They do not impose on the landscape but instead, are intended to enhance the user's experience on campus.

1.

#### CONSENT ITEMS

MOTION        Wayne Ehlers moved, seconded by Craig Cole, that the  
12-1-93        Board of Trustees of Western Washington University, upon  
                 recommendation of the president, approve the following  
                 consent items:

•Approve the minutes of the October 7, 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 Fall Quarter, effective December 11, 1993.

•Award a construction contract to Eldred & Essex Construction, Inc., of Bellingham, Washington, in the amount of \$329,528.00 plus tax (base bid and Alternates 1, 2A, 2B, 3, 4A, and 4B), to construct an addition to the Physical Plant administrative office building, bring rest rooms and entrances of the office building into ADA (Americans with Disabilities Act) compliance, and re-roof the Physical Plant office and maintenance buildings.

The motion passed unanimously.

2. REINVESTMENT IN CORPORATIONS THAT CONDUCT BUSINESS IN THE REPUBLIC OF SOUTH AFRICA

MOTION 12-2-93 Martha Choe moved, seconded by Wayne Ehlers, that the Board of Trustees of Western Washington University, upon the recommendation of the President, rescind Motion 3-2-85, adopted March 7, 1985, to allow the University to participate as an investor or shareholder in financial institutions which have direct involvement with the Republic of South Africa.

The motion passed unanimously.

3. REMARKS FROM THE PRESIDENT

President Morse reported that Western was mentioned in a news article for its involvement in an after-school teacher training program for classroom aides who are interested in becoming full-time teachers. Completion of the requirements for a teaching certificate will take one year for classroom aides who already have a bachelor's degree.

President Morse has completed departmental visits, including visits to support services. She reported that the process was very positive and helped her learn more about the University and its programs.

President Morse reported that the University is working with the Council of Presidents and others to determine what effect, if any, the passage of Initiative 601 will have on its budget. It is expected that a legal challenge will be mounted due to the ambiguity of the guidelines contained in Initiative 601. She will keep the Board informed as more information becomes available.

4. ACADEMIC AFFAIRS

Summer Session Fees

MOTION 12-3-93 Charlotte Chalker moved, seconded by Martha Choe, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve a \$50.00 registration fee for all resident students and a \$100.00 registration fee for all non-resident students enrolling in Summer Session, effective Summer 1994.

The motion passed unanimously.

5. BUSINESS AND FINANCIAL AFFAIRS

Amendment to the University Retirement Plan

The Board heard a report from Mr. Lin Nelson, Assistant Director of Human Resources-Benefits, on proposed revisions to the University Retirement Plan. The administration will continue to gather information about cashability, including issues of liability and how it has been implemented at the other public universities.

The Board asked that the administration review plans to include administrative exempt employees in the University

Retirement Plan with the Administrators Association and get clarification on the Association's position.

MOTION 12-4-93 Craig Cole moved, seconded by Grace Yuan, that the Board of Trustees of Western Washington defer action on the amendment to the University Retirement Plan to the February 3, 1994, meeting of the Board.

The motion passed unanimously.

6. STUDENT AFFAIRS AND BUSINESS AND FINANCIAL AFFAIRS

Housing and Dining Audits

The Board reviewed the annual Housing and Dining System Audit. 1992-93 was a challenging year for the Housing and Dining System. Income from a number of sources was less than planned. In addition, operating and non-operating expenditures exceeded budgeted levels. These events resulted in a decrease in fund balance (reserve) levels. At the close of the 1993 fiscal year, a transfer was made from the Renewal and Replacement Fund into the Revenue Fund to cover the costs of several renovation projects. The balance was drawn from the System's Reserve Fund. The System's management has taken several steps to minimize the impact of like events occurring in the future.

The fiscal 1994 budget has been revised to more accurately align with Fall occupancy levels and the revised operating assumptions for revenues and expenditures. These changes can have an impact on the initial 10-year financing models which were prepared using prior assumptions. The University's financial advisors and administration are reviewing the System, fiscal 1993 performance, and the potential for financing.

Student Co-op Bookstore Audit

The Board of Trustees reviewed the Students' Co-op Bookstore Audit which found Western in conformity with generally accepted accounting principles.

S & A Fee Correction

MOTION 12-5-93 Craig Cole moved, seconded by Charlotte Chalker, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve Amended Motion #5-3-93 (supporting figures of Motion #5-3-93 were in error) to correct the 2.5 percent Student Loan Fund distribution as noted below:

	<u>Amount</u>
Housing & Dining System	\$ 31.10
Athletics/Campus Recreation	18.21
Associated Students	32.29
DRAC	10.47
Reserve	0.07
SUB-TOTAL	\$ 92.14
2.5% Student Loan Fee	2.36
TOTAL FEE	\$ 94.50

The motion passed unanimously.

7. FACULTY SENATE

MOTION 12-5-93 Craig Cole moved, seconded by Warren Gilbert, that the Board of Trustees of Western Washington University receive the 1994-95 Contingency Plan and recommendation of the University Planning Council as adopted by the Faculty Senate at its meeting of October 25, 1993.

The motion passed unanimously.

8. ASSOCIATED STUDENTS

No report.

9. BOARD OF TRUSTEES

MOTION 12-6-93 Martha Choe moved, seconded by Charlotte Chalker, that the Board of Trustees of Western Washington University adopt Resolution No. 93-07 welcoming the Governor's newly appointed board member, GRACE T. YUAN, as a member of Western's Board of Trustees.

The motion passed unanimously.

RESOLUTION NO. 93-07  
A RESOLUTION WELCOMING BOARD MEMBER  
GRACE T. YUAN

WHEREAS, GRACE T. YUAN, was appointed on October 13, 1993, by Governor Mike Lowry, to serve on the Board of Trustees of Western Washington University; and

WHEREAS, GRACE T. YUAN, brings important experience and knowledge to this position of stewardship; and

WHEREAS, henceforth she serves with all of the rights and responsibilities of a member of the Board of Trustees;

BE IT THEREFORE RESOLVED that the Board of Trustees expresses a warm welcome to GRACE T. YUAN and its enthusiasm to work with her on issues to ensure quality education at Western Washington University.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at a regular meeting thereof duly held this 2nd day of December, 1993.

ADJOURNMENT

At 5:00 p.m. the meeting was adjourned.

  
Mary Kay Becker, Chair

ATTEST:

  
Charlotte Chalker  
Secretary

BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
RESOLUTION NO. 93-07  
A RESOLUTION WELCOMING BOARD MEMBER

GRACE T. YUAN

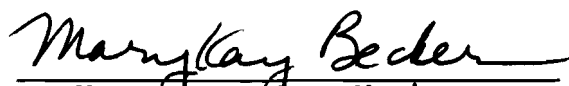
WHEREAS, GRACE T. YUAN, was appointed on October 13, 1993, by Governor Mike Lowry, to serve on the Board of Trustees of Western Washington University; and

WHEREAS, GRACE T. YUAN, brings important experience and knowledge to this position of stewardship; and

WHEREAS, henceforth she serves with all of the rights and responsibilities of a member of the Board of Trustees;

BE IT THEREFORE RESOLVED that the Board of Trustees expresses a warm welcome to GRACE T. YUAN and its enthusiasm to work with her on issues to ensure quality education at Western Washington University.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at a regular meeting thereof duly held this 2nd day of December, 1993.

  
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. is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 2nd 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 2nd day of December, 1993.

  
Charlotte Chalker  
Secretary of the Board