

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

**Special Meeting
August 2, 2007**

Time: 3:00 pm

Location: Old Main, 340
Bellingham, Washington

- I. Call to Order
- II. Executive Session
- III. Adjournment

The Board of Trustees will meet in Executive Session to discuss personnel issues. No action will be taken.

NOTE: Executive Session will be held in closed session as authorized in RCW 42.30.110.

Western Washington University
Board of Trustees
August 3, 2007
Agenda

Location: Harbor Center Conference Room
Port of Bellingham Administrative Offices
1801 Roeder Avenue, Bellingham, WA

Time: 8:00 a.m.

I. Call to Order

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

III. Reports

A. Board Chair Report

1. Resolution No. 2007-06 Welcoming Trustee Antasia J. Parker
2. Board Audit Committee
 - Internal Controls Report

IV. Action Items

A. Consent Items:

- Approval of the Minutes of the June 7 and 8, 2007 Special Meeting of the Board of Trustees
- Approval of the Minutes of the June 15, 2007 Meeting of the Board of Trustees
- Approval of the Minutes of the July 10, 2007 Special Meeting of the Board of Trustees
- Consultant Contract for Architectural and Engineering Services for Chemistry Building Addition (PW 540)
- Consultant Contract for Professional Consultant Services for Fairhaven Sprinkler System (PW 546)
- Consultant Contract for Architectural Services for Carver Academic Renovation – Pre-design Study
- Approval of Summer Quarter Degrees

B. Board Audit Committee Charter
Howard Lincoln, Board Audit Committee Chair

C. STRATUS Contract for Waterfront Development - Phase IIIA
Robert Frazier, Vice President for External Affairs

D. 2007 - 2008 Operating Budget Plan
Paula Rustan, Executive Director for Planning & Budgeting

V. Information Items

- A. Accreditation Update
- B. Admissions Report
- C. Alumni Relations Report
- D. Development Report
- E. External Affairs Report
- F. Major Capital Projects Status Report
- G. Annual and Quarterly Report on Grants and Contracts

VI. Reports

- A. Special Reports
 - 1. New Residence Hall Update
Eileen Coughlin, Vice President for Student Affairs
- B. Governance Reports
 - 1. Faculty Senate - **No Report**
 - 2. Associated Students
- C. President's Report
 - 1. Waterfront Update
Robert Frazier, Vice President for External Affairs
Mike Stoner, Director of Environmental Programs, Port of Bellingham

VII. Date for Next Regular Meeting: Friday, October 12, 2007

VIII. Adjournment

- 12:00 P.M. Lunch**
- 1:00 Boat Tour – Bellingham Cruise Terminal to Bellwether**
- 2:00 GP Site Tour**

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
SPECIAL MEETING
August 2, 2007**

I. CALL TO ORDER

Chair Kevin Raymond called the Special Meeting of the Board of Trustees of Western Washington University to order at 3:05 p.m., August 2, 2007, in Old Main 340, Bellingham, Washington.

Board of Trustees

Ron Allen
Howard Lincoln
Dennis Madsen
Kevin Raymond, Chair
Phil Sharpe, Vice Chair
John Warner

Western Washington University

Karen W. Morse, President
Wendy Bohlke, Assistant Attorney General
Stephanie Bowers, Vice President for University Advancement
Kris Bulcroft, Interim Provost
Sherry Burkey, Director of Legislative Affairs
Diana Cline, Associate Director of University Planning and Budgeting
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Moheb Ghali, Vice Provost for Research & Dean of the Graduate School
George Pierce, Vice President for Business & Financial Affairs
Paula Rustan, Executive Director of University Planning and Budgeting
Stephanie Salzman, Dean of Woodring College of Education
Wayne Hansen, WWU Chief Labor Negotiator, Jackson Lewis
Elizabeth Sipes, Secretary to the Board of Trustees

II. EXECUTIVE SESSION

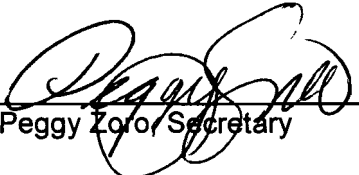
At 3:05 p.m. Chair Raymond announced that per purposes authorized in RCW 42.30.110, the Board would go into Executive Session to discuss personnel matters.

III. ADJOURNMENT

Meeting adjourned at 5:00 p.m. No action was taken.


Kevin Raymond, Chair

ATTEST:


Peggy Zoro, Secretary

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
MINUTES
August 3, 2007**

I. CALL TO ORDER

Chair Kevin Raymond called the regular meeting of the Board of Trustees of Western Washington University to order at 8:02 a.m., August 3, 2007, in the Harbor Center Conference Room, 1801 Roeder Avenue, Bellingham, Washington.

Board of Trustees

W. Ron Allen
Howard Lincoln
Dennis Madsen
Antasia Parker
Kevin Raymond, Chair
Phil Sharpe, Vice-Chair
John Warner
Peggy Zoro, Secretary

Western Washington University

Karen W. Morse, President
Kris Bulcroft, Acting Provost
Stephanie Bowers, Vice President for University Advancement
Eileen Coughlin, Vice President for Student Affairs and Academic Support Services
Annie Jansen, Associated Students Vice President for Academic Affairs
Bob Frazier, Vice President for External Affairs
Jeff Newcomer, Faculty Senate President
George Pierce, Vice President for Business and Financial Affairs
Paula Rustan, Executive Director for University Planning and Budgeting
Elizabeth Sipes, Secretary to the Board of Trustees
Barbara Stoneberg, Assistant Secretary to the Board of Trustees
Wendy Bohlke, Assistant Attorney General

II. EXECUTIVE SESSION

At 8:03 a.m. Chair Raymond announced that the Board would convene in Executive Session for approximately one hour to discuss personnel matters. The Board returned to open meeting at 9:20 a.m. with no action to report.

III. REPORTS

A. Board Chair Report

1. Resolution No. 2007-06 Welcoming Trustee Antasia Parker

Trustee Warner read Resolution No. 2007-06.

RESOLUTION NO. 2007-06

**A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TRUSTEE ANTASIA PARKER**

WHEREAS, on July 1, 2007, Governor Christine Gregoire appointed Antasia Parker of Tacoma, Washington, to serve a one-year term on the Western Washington University Board of Trustees; and

WHEREAS, Antasia Parker is a senior in good standing at Western Washington University and is working towards a Bachelor of Social Science in Political Science/Social Studies with a minor in Communications and English; and

WHEREAS, Antasia Parker brings to her appointment as a trustee leadership qualities developed during her involvement in the Executive Board of the Black Student Union and the Associated Students Diversity Task Force; and as the Western Washington University Associated Students Vice President for Legislative Affairs; and

WHEREAS, Antasia Parker brings to her appointment as a trustee dedication to the campus community in her work as a coordinator of the Civil Controversy Speaker Series and as a member of the Woodring College of Education's Diversity Committee; and

WHEREAS, Antasia Parker was nominated by an Associated Students committee to serve as a student member of the Western Washington University's Board of Trustees; and

WHEREAS, Antasia Parker has declared her commitment to serve as a member of the Western Washington University Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends a warm welcome to Antasia Parker as she begins her term of the Board.

Trustee Parker said that she was excited to serve the university in this capacity and looked forward to the experience she would gain as a student trustee.

MOTION 8-1-2007 John Warner moved that the Board of Trustees of Western Washington University adopt Resolution No. 2007-06.

The motion passed unanimously.

B. Board Audit Committee

Vice President Pierce invited Mary Carlson, Assistant Vice President for Business and Financial Affairs and Teresa Mroczkiewicz, Treasury Director to present an update on Internal Controls. Pierce said that the development and implementation of policies and procedures in the financial controls area involves many people. Pierce introduced key people involved in the process.

Carlson reviewed the framework of internal controls that includes control environment, risk assessment, control activities and monitoring. She reviewed the original and updated internal control timelines asking Mroczkiewicz to describe the development, implementation and maintenance phases of the process. Mroczkiewicz briefed the Board on the approval process for financial policies and described the University Policy web site. She stated that the Internal Control Officer coordinates campus forums to introduce procedures and that training tutorials in cash handling and safeguarding non-public financial information are available on-line. Mroczkiewicz said that the campus forums have been well received and will be held semiannually in each of the policy areas.

Carlson said that improved communication has been a positive outcome of the ongoing process. She concluded that the remaining policies should be completed by April 2008 with the majority of procedures and training completed by July 2008.

Chair Raymond thanked Carlson and Mroczkiewicz for the presentation and acknowledged the work of those involved.

Chair Raymond thanked Carlson, who will leave the university in September, for her dedication and service to the university. Trustees Zoro and Sharpe thanked Carlson for her many contributions and professionalism.

IV. ACTION ITEMS

A. Consent Items

MOTION 8-2-2007 Dennis Madsen moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Minutes of the June 7 and 8, 2007 meeting of the Board.
- Minutes of the June 15, 2007 meeting of the Board.
- Minutes of the July 10, 2007 special meeting of the Board.
- Consultant Contract for Architectural and Engineering Services for Chemistry Building Addition (PW 540)
- Consultant Contract for Professional Consultant Services for Fairhaven Sprinkler System (PW 546)

- Consultant Contract for Architectural Services for Carver Academic Renovation – Pre-design Study
- Approve the awarding of undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Summer Quarter 2007, effective August 25, 2007.

The motion passed unanimously.

B. Board Audit Committee Charter

Trustee Lincoln, Chair of the Board Audit Committee, recommended that the Board approve the revised Audit Committee Charter. He said that the revised Charter, which provides a framework for sound and prudent relationships between the Board and executive management of the university, was approved by the Board Audit Committee at the June 14, 2007 meeting. Trustee Lincoln said that the revised Charter provides a clearer format and is consistent with the Internal Audit Charter that was approved in October 2006.

MOTION 8-3-2007 Phil Sharpe moved that the Board of Trustees of Western Washington University, upon the recommendation of the Chair, adopt the revised Audit committee Charter, effective August 3, 2007.

The motion passed unanimously.

C. Consultant Contract for STRATUS Waterfront Planning – Phase III

President Morse asked Vice President Frazier to review the consultant contract for Phase III of the waterfront planning. Frazier said that the Board is being asked to award a contract to STRATUS in the amount of \$318,500 for consultant services and up to \$75,000 for the continuation of campus college efforts and planning work.

At 9:54 a.m. the Board adjourned to review materials related to the Consultant Contract for STRATUS Waterfront Planning – Phase III. At 10:05 a.m. the Board reconvened.

Chair Raymond clarified by stating that the amount of \$318,500 is essentially a progress payment on the amount appropriated by the state legislature for the waterfront.

MOTION 8-4-2007 John Warner moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, award:

- \$318,500 for a consultant contract to STRATUS – Heery International, Inc., Los Angeles, California, to provide consultant services for Phase III of the waterfront development.
- Up to \$75,000 to continue campus college efforts.

The motion passed unanimously.

D. Approval of Final 2007-08 State Operating Budget

President Morse asked Paula Rustan, Executive Director for University Planning and Budgeting to review the final version of the proposed budget. Rustan reminded the Board that they approved the preliminary 2007-08 State Operating Budget at the June 15, 2007 meeting. She said that the only changes made to the final budget were additional notations added for clarification.

MOTION 8-5-2007 W. Ron Allen moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a 2007-08 State Operating Budget of \$122,871,038 consisting of a State Appropriations in the amount of \$73,633,000 and WWU tuition operating fee revenue of \$49,238,038.

The motion passed unanimously.

V. INFORMATION ITEMS

A. Accreditation Update

Vice Provost for Undergraduate Education Kris Bulcroft and Accreditation Self-Study Editor Brenda Miller provided a written progress report on the accreditation process that will conclude in spring of 2008. The report indicated that the self-study is due to the Northwest Commission on Colleges and Universities (NWCCU) during winter quarter 2008 and the accreditation process will culminate in a site visit by a NWCCU evaluation team in April 2008. Miller said that a draft report will be sent to the Board in mid-September.

Bulcroft and Miller answered questions regarding the Board's role with accreditation. Bulcroft said that the team will want to speak to the Board about the strengths and challenges that face the university along with other broad scope issues.

B. Admissions Report

In response to a question Trustee Sharpe asked about the decrease in transfer students, Vice President Coughlin explained that as community college enrollment has dropped, the university has seen a decrease in transfer applications. She added that while Western will welcome the largest freshman class in its history, it is vital to focus on enrollment planning.

C. Alumni Relations Report

Vice President Bowers provided a written report on recent Alumni Relations activities.

D. Development Report

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

E. External Affairs Report

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

F. Capital Projects Status Report

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

G. Annual Report on Grants and Contracts

President Morse provided a written update on grant awards for the fiscal years 2005, 2006, and 2007, including details for fiscal year July 1, 2006 to June 30, 2007 and the period April 1, 2007 to June 30, 2007.

VI. REPORTS

A. Special Reports

1. New Residence Hall Update

Vice President Coughlin provided an update on the Buchanan Towers Addition and asked the board for concurrence as the project moves into the design phase. She reminded the board that the planning process to add beds to the residence halls has been part of the long-range 10-year plan for University Residences and that initial cost estimates of \$18.2 million is double the \$9.4 million budget for the project. Coughlin said that in addition to the cost of the building itself, the estimate includes nearly \$1 million for potential city upgrades and additional investment in the surrounding area related to enhancement of the visual image of the campus as requested by the Board at its April 2007 meeting. She added that the university's commitment to green buildings and LEED certification are also included in cost estimates.

Coughlin said that University Residences has studied the program scope and reviewed several options for adjustment. Alternatives included reducing public spaces, shrinking living space, and building traditional suites rather than units that would be convertible to apartments.

The Board asked questions regarding the possibility of varying costs based on housing situations and investigating more cost-effective housing solutions including off-campus leasing. Coughlin reviewed the various alternatives and answered questions from Board members about different options. She spoke to the importance of providing students an initial on-campus housing experience and the potential risk of delaying the project due to increasing construction costs in the Northwest.

Coughlin said that University Residences recommends proceeding with the design of the project in its original scope while working for ways to reduce project costs below \$18.2 million. She added that it may be necessary to seek institutional support for the potential city upgrades and additional investment in the surrounding area related to enhancement of the visual image of campus.

Chair Raymond asked the Board for concurrence as the process moves into the design phase. The Board concurred that the university should continue to move forward with the project with a contract to be brought forward to the Board at the October 2008 meeting.

B. Governance Reports

1. Faculty Senate

No Report.

2. Associated Students

Annie Jansen, Associated Students Vice President Academic Affairs, provided a summary of the written report from Associated Students. Jansen said Associated Students Board of Directors is working on resolving student concerns regarding academic advising.

At 10:50 a.m. Chair Raymond announced a short break. The Board reconvened at 11:08 a.m.

C. Waterfront Update

President Morse asked Vice President Frazier to provide an update on the Waterfront. Frazier said that he expects that several campus offices will occupy space at the former Port of Bellingham site by September 2007.

Frazier introduced Mike Stoner, Director of Environment Programs, Port of Bellingham who, with Mike Hogan, Community Liaison Specialist, Port of Bellingham, presented an update on the environmental cleanup efforts at the former Georgia Pacific site. Stoner reviewed the cleanup strategy for the Whatcom Waterway. He said that there are six state-listed sites within the 220 acre redevelopment area slated for cleanup and when complete, will remove 530,000 cubic yards of contaminated material from Bellingham Bay and the waterfront area. Stoner said that the Port is planning to build a new Clean Ocean Marina surrounded by public parks and trails at the site of the former wastewater treatment lagoon.

Stoner said that the Port and the City are developing an environmental impact statement (EIS) for the project adding that a master plan will be completed based upon what is learned from the EIS. He said that the waterfront redevelopment site has been accepted to be a pilot project in the U.S. Green Building Council's new LEED for Neighborhood Development program.

Chair Raymond thanked Stoner for his presentation.

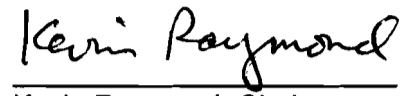
Chair Raymond introduced Kathi Hiyane-Brown, President, Whatcom Community College; Cheryl Crazy Bull, President, Northwest Indian College; and Debra Jones, Acting President and Vice President of Administrative Services, Bellingham Technical College who will join the Board on a tour of the waterfront redevelopment site.

VII. DATE FOR NEXT REGULAR MEETING: October 11 - 12, 2007.

VIII.ADJOURNMENT

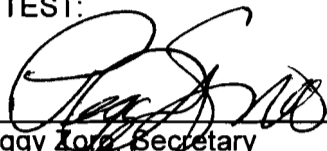
At 11:53 a.m. Chair Raymond adjourned the meeting for lunch followed by a boat tour and walking tour of the waterfront redevelopment site.

The Board adjourned at 11:53.a.m.



Kevin Raymond, Chair

ATTEST:



Peggy Lora, Secretary

RESOLUTION NO. 2007- 06

A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TRUSTEE ANTASIA PARKER

WHEREAS, on July 1, 2007, Governor Christine Gregoire appointed Antasia Parker of Tacoma, Washington, to serve a one-year term on the Western Washington University Board of Trustees; and

WHEREAS, Antasia Parker is a senior in good standing at Western Washington University and is working towards a Bachelor of Social Science in Political Science/Social Studies with a minor in Communications and English; and

WHEREAS, Antasia Parker brings to her appointment as a trustee leadership qualities developed during her involvement in the Executive Board of the Black Student Union and the Associated Students Diversity Task Force; and the Western Washington University Associated Students Vice President for Legislative Affairs; and

WHEREAS, Antasia Parker brings to her appointment as a trustee dedication to the campus community in her work as a coordinator of the Civil Controversy Speaker Series and as a member of the Woodring College of Education's Diversity Committee; and

WHEREAS, Antasia Parker was nominated by an Associated Students committee to serve as a student member of the Western Washington University's Board of Trustees; and

WHEREAS, Antasia Parker has declared her commitment to serve as a member of the Western Washington University Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends a warm welcome to Antasia Parker as she begins her term on the Board.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on August 3, 2007.



Kevin Raymond, Chair

ATTEST:



Peggy Zoro, Secretary

SECRETARY'S CERTIFICATE

I, the undersigned, Secretary of the Board of Trustees of Western Washington University and keeper of the records of said Board, DO HEREBY CERTIFY:

1. That the attached Resolution No. 2007-06 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 3rd of August 2007, 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 3rd day of August 2007..



Secretary