

AGENDA
WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES

THURSDAY, February 6, 1997

- 6-7:00 p.m. Tour and Reception of the State Archives, 808 25th Street, Bellingham
- 7:00 p.m. Board Dinner – State Archives Building

FRIDAY, February 7, 1997

- 7:30 a.m. Continental Breakfast – OM 340
- 8:00 a.m.** Board Meeting Convenes in OM 340

COMMITTEE OF THE WHOLE

- 8:15 a.m. a) Telecommunications Classroom Demonstration, Miller Hall Room 186
- 9:00 a.m. Return to OM 340
- b) Bond Debt Discussion (I) (see Item 5-A)
- c) Legislative Report (I)

10:00 a.m. REGULAR MEETING – OM 340

1. **CONSENT ITEMS**

- a) Approval of the Minutes of the December 5, 6, 1996, Regular Meeting of the Board (A)
- b) Approval of Winter Quarter Degrees (A)

2. **REMARKS FROM THE PRESIDENT**

3. **ACADEMIC AFFAIRS**

- * a) Professional Leave Report (I)
- b) Centennial Planning for 1999-2000 (I)

4. **BUSINESS AND FINANCIAL AFFAIRS**

- a) Haggard Hall Construction Contract Award (A)
- b) Viking Commons Addition and Remodel Status Report (I)

- 11:15 a.m. RECESS
- 11:30 a.m. Biology Building Dedication – Biology Building Foyer
- 12:00 p.m. Lunch Break – Solarium
- 1:00 p.m. RECONVENE – OM 340

5. **STUDENT AFFAIRS**

- a) Resolution Re: Issuance of Bonds for Housing & Dining System – Resolution No. 97-01 (A)
- b) Winter Enrollment Update (I)
- c) Mid-Year Housing & Dining Report (I)
- d) University Residence Remodel/Occupancy (I)

6. **EXTERNAL AFFAIRS**

- * a) Update on External Affairs (I)

7. **FACULTY SENATE**

- a) Revision to The Faculty Handbook: Teaching Following Retirement (A)
- b) Revision to The Faculty Handbook: Policies Governing Procedures for the Use of Animals in Research and Teaching (A)
- c) Revision to The Faculty Handbook: Policies & Procedures for the Review of Research Involving Human Subjects (A)

8. **ASSOCIATED STUDENT**

- a) Fall Quarter Report

9. **BOARD OF TRUSTEES**

10. **EXECUTIVE SESSION**

MINUTES
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
FEBRUARY 7, 1997

Call to Order

Vice Chair Grace Yuan called the regular meeting of the Board of Trustees of Western Washington University to order at 8:00 a.m. in Old Main 340.

ATTENDANCE

Board of Trustees

David W. Cole
Warren J. Gilbert, Jr.
Wayne H. Ehlers
Mary Swenson, Secretary
Grace Yuan, Vice Chair

Western Washington University

Wendy Bohlke, Assistant Attorney General
Eileen Coughlin, Vice President for Student Affairs and
Dean for Academic Support Services
George Cvetkovich, Faculty Senate President
Larry De Lorme, Provost/Vice President for Academic Affairs
Al Froderberg, Vice President for External Affairs
Penny Glover, Assistant to President/Secretary to the Board
Leslie Keller, ASB President
Karen W. Morse, President
George Pierce, Vice President for Business & Financial Affairs

At 8:05 a.m. Vice Chair Yuan announced that the Board would visit Academic Technology's Instructional Television Center in Miller Hall. The Board participated in a classroom demonstration of instructional technologies including graphics, video, computing and library access. Dr. Elsi Vassdal-Ellis, Chair of the Art Department, demonstrated the use of teleconferencing to critique student work, hold distance office hours, and provide regular feedback on assignments. Dr. William Lyne of the English Department demonstrated the use of teleconferencing to advise students and provide other services as available to on-campus students.

At 9:10 a.m. the Board returned to OM 340. Vice Chair Yuan announced that since two Board members had to leave the meeting by noon, it would be necessary to reorder the agenda to consider all action items before noon.

1. CONSENT ITEMS

MOTION 2-1-97 Mary Swenson moved that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the following consent items:

•Approve the minutes of the December 5, 6, 1996, regular meeting of the Board.

•Award, on recommendation of the faculty and subject to the completion of any unmet requirements, the undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Winter Quarter, 1997, effective March 22, 1997.

The motion passed unanimously.

2. BUSINESS AND FINANCIAL AFFAIRS

a) Construction Contract for Haggard Hall Renovation (PW159)

MOTION 2-2-97 Wayne Ehlers moved that the Board of Trustees of Western Washington University, upon recommendation of the President, award a contract to The Vemo Company, of

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Seattle, Washington, for the amount of \$10,463,677.00 (base bid plus alternates #1, #2, #3, #4, #5, #6, #7, #8, #9, #10, #11) for the construction contract of Haggard Hall Renovation.

The motion passed unanimously.

3. STUDENT AFFAIRS

- a) Official Intent Resolution 97-01: Issuance of Bonds for Housing & Dining System

MOTION 2-3-97 Mary Swenson moved that the Board of Trustees of Western Washington University, upon recommendation of the President, adopt Resolution 97-01, Issuance of Bonds for Housing & Dining System.

The motion passed unanimously.

A RESOLUTION OF THE BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
ISSUANCE OF BONDS FOR HOUSING & DINING SYSTEM
RESOLUTION NO. 97-01

SECTION 1. The Western Washington University Housing & Dining System (or the Western Washington University Student Auxiliary System, to be later determined) (the "Declarant") reasonably expects to reimburse the expenditures described herein with the proceeds of debt to be incurred by the Declarant (the "Reimbursement Bonds").

SECTION 2. The expenditures with respect to which the Declarant reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds are for projects included in the Student Auxiliary Capital Plan that have commenced prior to issuance of bond debt. Projects included in the Plan which have been commenced and for which reimbursement of expenditures is expected include:

- Viking Commons Renovation/Expansion
- Data Line Installation & Signal Infrastructure within Residence Halls
- Viking Union Remodel/Expansion

SECTION 3. The maximum principal amount of debt obligations expected to be issued for the projects described in Section 2 is \$21.7 million.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at a meeting thereof duly held this 7th day of February, 1997.

EXECUTIVE SESSION

At 9:20 a.m. Vice Chair Yuan announced that the Board would go into executive session for approximately one hour to discuss a potential property acquisition and a personnel matter.

RECONVENE

At 10:35 a.m. the Board reconvened and returned to the action items.

4. FACULTY SENATE

- a) Formation of an ad hoc Committee to Review Grievance, Sanctions, and Dismissal for Cause Procedures

Dr. Cvetkovich reported that an ad hoc Faculty Senate committee of five members will be elected. The Committee will review and recommend changes in procedures used by Western Washington University for dealing with faculty grievances, sanctions against faculty, and dismissal of faculty for cause. The

Committee's tasks will include:

1. Evaluation of the suggested major changes outlined in the document, "Proposed Changes to Dismissal for Cause, Sanctions, and Faculty Grievance Procedures," (January 6, 1997), Exhibit B, Faculty Senate Meeting 1/13/97.
2. Evaluation of current definitions of "adequate cause for dismissal" and formulation of suggested changes if needed.
3. Examination of the feasibility of developing a set of guidelines which define sanction options other than dismissal, and when those options might appropriately be applied.
4. Other recommendations suggested by the Committee's work.

The Committee will consider sources, including AAUP guidelines, the Washington State Administrative Code, information on the proceedings used in recent cases at Western, and the procedures used at other institutions. The Committee's evaluations and recommendations will take into account academic freedom, due process, faculty responsibilities and ethics, shared governance, and other appropriate issues related to the professional lives of faculty.

b) Amendment to Faculty Handbook: Teaching Following Retirement

Dr. Cvetkovich stated that after the Senate passed the proposed amendment concerning teaching following retirement, Dr. Michael Becker, Director of Human Resources, brought statute RCW 28B.10.420 to his attention.

Vice Chair Yuan suggested that since a specific statute is involved in the proposed action item before the Board of Trustees, the statute be specifically stated.

MOTION Wayne Ehlers moved that the Board of Trustees of Western
2-4-97 Washington University, upon recommendation of the faculty and the Faculty Senate, adopt the revision re: Teaching Following Retirement.

Amendment to Motion 2-4-97

Grace Yuan moved to amend the motion proposed by the Faculty Senate to read as follows: The Board of Trustees of Western Washington University, upon recommendation of the faculty and the Faculty Senate, adopt the revision re: Teaching Following Retirement to read (see Page 24, Section F):

"After retirement, the faculty member may be re-employed annually on a part-time basis consistent with program needs and with department agreement without loss of rank, ~~provided that the part time contracts do not exceed .399 FTE in any year.~~ **consistent with RCW 28B.10.420, and governing regulations, and as subsequently amended."**

The amended motion passed unanimously.

The above change is reflected in the amended Faculty Handbook and is available in the Faculty Senate Office.

c) Amendment to Faculty Handbook: Two Policies on Research

MOTION David Cole moved that the Board of Trustees of Western
2-5-97 Washington University, upon recommendation of the faculty and the Faculty Senate, adopt 1) the "Policies Governing Procedures for the Use of Animals in Research and

Teaching," and 2) the "Policies and Procedures for the Review of Research Involving Human Subjects."

The motion passed unanimously.

The above changes will be reflected in the amended Faculty Handbook which is on file in the Faculty Senate Office.

5. BOARD OF TRUSTEES

Resolution No. 97-02 Delegating Authority to Accept Gift

MOTION 2-6-97 Mary Swenson moved that the Board of Trustees of Western Washington University, adopt Resolution No. 97-02 delegating authority to Trustee Robert Helsell to accept a gift from The Western Foundation on behalf of the University.

The motion passed unanimously.

RESOLUTION NO. 97-02

A Resolution of The Board of Trustees of
Western Washington University Delegating
Authority to ROBERT HELSELL to Accept a Gift From
The Western Foundation on Behalf of the University

WHEREAS, the Board of Trustees has authority under RCW Title 28B and its Board's Rules of Operation (Section 020.) to delegate its authority to an individual Trustee where necessary or appropriate, and

WHEREAS, The Western Foundation and the WWU Board of Trustees have agreed, in the agreement signed by the Trustees on July 10, 1995, that The Western Foundation has full authority to purchase real property for University purposes, contingent upon University approval, and to establish title to such property in the University upon acknowledgement of receipt;

WHEREAS, The Western Foundation proposes to purchase and give to Western Washington University through its Board of Trustees a parcel of real estate known as "Byron Tract, Sudden Valley, Bellingham, Washington," at a time when the Board is not able to meet to accept the parcel; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees delegates its authority to ROBERT HELSELL to approve and acknowledge receipt from The Western Foundation the gift of real estate known as "Byron Tract, Sudden Valley, Bellingham, Washington," on its behalf.

APPROVED AND DATED THIS 7TH DAY OF FEBRUARY, 1997.

6. REMARKS FROM THE PRESIDENT

President Morse reported that, at the direction of Governor Locke, the Office of Financial Management directed all state agencies to re-examine expenditures for the ensuing biennium. Options were submitted for both additions and reductions that allow reordering of priorities of General Fund-State (GF-S) expenditures within the currently estimated Initiative 601 expenditure limit.

President Morse conferred with other state university presidents about appropriate attempts for reallocation of funds.

President Morse reported that she has met with numerous legislators and appeared before several committees since the 1997 Legislative Session began in January.

RESOLUTION NO. 97-02

A Resolution of The Board of Trustees of
Western Washington University Delegating
Authority to ROBERT HELSELL to Accept a Gift From
The Western Foundation on Behalf of the University

WHEREAS, the Board of Trustees has authority under RCW Title 28B and its Board's Rules of Operation (Section 020.) to delegate its authority to an individual Trustee where necessary or appropriate, and

WHEREAS, The Western Foundation and the WWU Board of Trustees have agreed, in the agreement signed by the Trustees on July 10, 1995, that The Western Foundation has full authority to purchase real property for University purposes, contingent upon University approval, and to establish title to such property in the University upon acknowledgement of receipt;

WHEREAS, The Western Foundation proposes to purchase and give to Western Washington University through its Board of Trustees a parcel of real estate known as "Byron Tract, Sudden Valley, Bellingham, Washington," at a time when the Board is not able to meet to accept the parcel; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees delegates its authority to ROBERT HELSELL to approve and acknowledge receipt from The Western Foundation the gift of real estate known as "Byron Tract, Sudden Valley, Bellingham, Washington," on its behalf.

APPROVED AND DATED THIS 7TH DAY OF FEBRUARY, 1997.


Charlotte Chalker, Chair

ATTEST:


Mary Swenson, Secretary

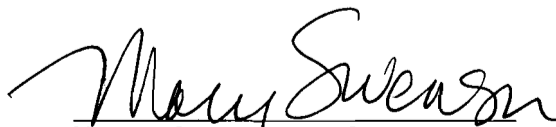
SECRETARY'S CERTIFICATE

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. 97-02 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 7th day of February, 1997, 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 7th day of February, 1997.


Mary Swenson, Secretary

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7. ACADEMIC AFFAIRS

a) Professional Leave Report

Dr. De Lorme reported that a record number of faculty (42) requested a total of 70.5 quarters of leave for the 1997-98 academic year. Only 50 quarters of leave are available. The Professional Leave Advisory Committee completed its review and submitted its report. Those recommendations were sent to President Morse for approval. A list of professional leave recipients has been published in FAST.

b) WWU Centennial Planning: 1999-2000

Preliminary planning has begun for Western Washington University's Centennial Celebration, which is scheduled for 1999-2000. Among the celebration elements currently in a planning stage or actively underway are:

- Formation of an overall Centennial Committee
- A gathering of information about centennial celebrations at other colleges and universities
- A scholarly book on the history of the University
- A pictorial, coffee-table book may be possible
- New campus activities will be planned, and existing campus activities will be given a special centennial emphasis.

It is expected that the Centennial Committee will contribute additional ideas and recommendations. A variety of campus constituents will actively participate in the planning and organization of the Centennial. Regular updates will be provided as the Centennial Committee is established and additional plans are developed.

In planning for the Centennial celebration, Dr. Lynne Masland, Director of Public Information, has conducted a number of interviews with prominent people of Western, many of them now retired.

8. BUSINESS AND FINANCIAL AFFAIRS

(continued from No. 2, page 2)

b) Major Capital Projects Status Report

Viking Commons Addition and Remodel

Dawson Construction Company has completed the excavation and foundation work for the new addition to the north of the Viking Commons. The project was delayed approximately ten days due to December snows. Western is working with the contractor to minimize the impact of the delay on the construction schedule. Lower level concrete walls and under slab utility rough-in are currently in progress. The project is scheduled to be complete for occupancy in July 1997.

Viking Union Addition and Remodel

LMN Architects have completed the final predesign study for Academic Advising Services to be housed in the Viking Union.

Western is currently working with LMN to review previous programming and design material for the Viking Union Complex Project Re commencement. They are reviewing the impact of adding an addition of the Academic Advising Services to that design. Program and Design Review Workshops with LMN and Western were held on January 15 and 24, 1997. The Project Re commencement Phase, with an estimate of probable project cost, is scheduled to be completed by March 13, 1997.

STUDENT AFFAIRS

(Continued from No. 3, page 3)

b) University Residence Remodel/Occupancy

Kay Rich, Director of University Residences, and Willy Hart, Associate Director of University Residences, presented plans to add 45 new beds in 10 residence halls for occupancy in September, 1998.

RECESS

At 11:20 a.m. the Board recessed to attend the Biology Building Dedication ceremony and have lunch.

Biology Building Dedication

Ground breaking for the Biology Building was on July 8, 1993. The building became fully operational in September 1995. The building received an "Award of Merit" from the 1996 Architecture + Energy: *Building Excellence in the Northwest Design Awards*, and from the Portland chapter of the American Institute of Architects (AIA). The building was the AIA project of the month in March 1996 for the *Daily Journal of Commerce*, Seattle. The building was recognized as "Outstanding Example of Excellence in Concrete Construction" from the Washington Aggregates and Concrete Association, 1995.

President Morse stated that the real award goes to the faculty and staff for planning a building that serves the educational purpose of Western.

RECONVENE

At 1:15 p.m. the Board reconvened into open session and continued with the items listed under Student Affairs.

9. STUDENT AFFAIRS

(continued)

c) Mid-year Housing and Dining Report

Dr. Coughlin reported that Western has developed and designed residential communities to ensure reasonably priced, high quality services that link the students' living experience to an educational environment that enhances their academic success. The 1996-97 goals include: maximizing student use of current technology; improving retention of students within the system for 1995-96; improving the academic environment within the residential setting; maximizing marketing to identify what Western has for students, parents, and new customers; and holding the 1996-97 rate increase to 4% or less. These goals have guided the Housing & Dining Office in planning and implementation of programs during this academic year.

d) Enrollment Update

Dr. Coughlin presented an overview of the estimated student enrollment figures for the 1996-97 academic year. She anticipates a final enrollment of approximately 30 FTE students above state budgeted enrollments.

10. EXTERNAL AFFAIRS

a) Campaign Report

Dr. Froderberg reported that the Campaign for Western began on July 1, 1993 and concluded on December 31, 1996. The campaign, chaired by F. Murray "Red" Haskell, was the largest private fund raising campaign in the history of Western Washington University. More than 200 volunteers, faculty and staff contributed their time,

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energy and ideas to the campaign. Current gifts, pledges and deferred commitments to the campaign totalled \$23,102,162 -- which is \$5,102,162 over the original \$18 million goal.

The campaign generated new financial support for virtually every area of campus life -- 500 different program funds received gifts or pledges during the campaign. Western will receive future returns of \$5.5 million in the form of deferred gifts through donors' estate plans. The campaign generated numerous new endowments and support for programs including: The Mathematics Education Lab, Journalism Computer Lab, the Caitac Lecture Series, The Western Foundation Distinguished Lecture Series, the Edens Hall Distinguished Lecture Series, Economics Education Endowment, and the "Mapping a Road to Success" Parents Fund Endowment. In total, the campaign received gifts from 17,466 donors, including alumni, parents, friends, corporations, foundations and organizations.

b) Alumni Activities

Dr. Froderberg reported the success of three alumni receptions held in San Diego, California, Phoenix, and Sun City, Arizona, last month. Other receptions are being planned in the Los Angeles area in March. The Alumni Office is in the process of preparing a directory of Western alumni.

c) Legislative Report

Dr. Froderberg reviewed the various issues that are being presented and discussed at the 1997 legislative session, i.e., tuition bills, [including prepaid tuition proposals reciprocity and home tuition proposals]; and increased enrollment are among the issues before the legislature.

11. ASSOCIATED STUDENTS

Leslie Keller, Associated Student Board President, recapped the highlights of the Fall Quarter Report. Students are planning to attend the House and Senate Higher Education Committee Hearing at the University of Washington on February 12, to discuss their concerns over proposed tuition increases.

The AS Board is forming a governance structure council that will help to involve more students in the governance structure and be more representative of the student body, and, hopefully, increase campus communication. After review and approval by the AS Board, the results of the governance council would go to a referendum in the elections of spring.

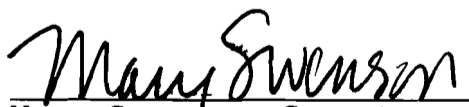
Ms. Keller announced an Open House at the AS Board Offices on February 11, 1997. A Diversity Celebration will be held on May 3, 1997.

ADJOURNMENT

At 2:23 p.m. the meeting was adjourned.


Charlotte Chalker, Chair

ATTEST:


Mary Swenson, Secretary

A RESOLUTION OF THE BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
ISSUANCE OF BONDS FOR HOUSING & DINING SYSTEM
RESOLUTION NO. 97-01

SECTION 1. The Western Washington University Housing & Dining System (or the Western Washington University Student Auxiliary System, to be later determined) (the "Declarant") reasonably expects to reimburse the expenditures described herein with the proceeds of debt to be incurred by the Declarant (the "Reimbursement Bonds").

SECTION 2. The expenditures with respect to which the Declarant reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds are for projects included in the Student Auxiliary Capital Plan that have commenced prior to issuance of bond debt. Projects included in the Plan which have been commenced and for which reimbursement of expenditures is expected include:


- Viking Commons Renovation/Expansion
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SECTION 3. The maximum principal amount of debt obligations expected to be issued for the projects described in Section 2 is \$21.7 million.

PASSED AND APPROVED by the Board of Trustees of Western Washington University at a meeting thereof duly held this 7th day of February, 1997.


Charlotte Chalker, Chair

ATTEST:


Mary Swenson, 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. 97-01 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 7th day of February, 1997, 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 7th day of February, 1997.


Mary Swenson, Secretary