

**Western Washington University
Board of Trustees
Agenda
February 12 & 13, 2009**

THURSDAY, FEBRUARY 12, 2009

**Location: OM 340
Time: 3:00 p.m.**

I. CALL TO ORDER

3:00 – 3:05

II. SPECIAL REPORT

A. Discussion of President's Mid-Year Report – The Strategic Direction for the University

3:05 – 3:10 Presentation: Bruce Shepard, President

3:10 – 3:45 Discussion

B. Update on Budget Scenarios and Budget Process

3:45 – 4:00 Presentation: Paula Gilman, Exec. Director, University Planning & Budgeting

4:00 – 4:30 Discussion

**III. EXECUTIVE SESSION MAY BE HELD TO DISCUSS PERSONNEL, REAL ESTATE, AND
LEGAL ISSUES AS AUTHORIZED IN RCW 42.30.110.**

4:30 – 5:00

FRIDAY, FEBRUARY 13, 2009

**Location: OM 340
Time: 8:30 a.m.**

I. CALL TO ORDER, APPROVAL OF MINUTES

8:30 - 8:35

- Board of Trustees Meeting, December 11 & 12, 2008

II. RECOGNITIONS AND INTRODUCTIONS

8:35 - 8:40

- Steve Swan, Vice President for University Relations

III. EXECUTIVE COMMENTS

A. Board Chair Report

8:40 – 9:00

1. **Elimination of Football Program**
Spokesperson for saveuwfootball.com
Bruce Shepard, President
2. **Revision of BOT Rules of Operation**
Wendy Bohlke, Legal Counsel, AAG

B. University President

9:00 – 9:15

1. **Report on Progress in Implementing Current UFWW Contract**
Dennis Murphy, Provost/Vice President for Academic Affairs
Bill Lyne, President, UFWW
2. **Update on Vice Presidential Searches**
Bruce Shepard, President
3. **Waterfront Development Update**
Bruce Shepard, President

C. Associated Students

9:15 – 9:25

D. Faculty Senate

9:25 – 9:35

IV. ACTION ITEMS

A. Consent Items:

9:45 – 9:50

- Approval of Winter Quarter Degrees
- Delegation of Authority to Award Construction Contract for Miller Hall Renovation – Stimulus Phase (PW 465)
- Approval of Consultant Contract for Design Phase Services for Lincoln Creek Transportation Center (PW 590)

V. DISCUSSION ITEMS

A. Potential Housing and Dining System Bonds Sale for Buchanan Towers Addition

9:50 – 10:00 Presentation: George Pierce, V.P. for Business & Financial Affairs
Susan Musselman, Principal & Financial Advisor, Dashen
Musselman, Inc.

10:00 – 10:15 Discussion

B. Mid-Year Housing & Dining Report

▪ **Report on Ridgeway Flooding**

10:15 – 10:25 Presentation: Eileen Coughlin, V.P. for Student Affairs & Academic
Support Services
George Pierce, V.P. for Business & Financial Affairs

10:25 – 10:40 Discussion

BREAK: 10:40 – 10:50

C. Legislative Update

10:50 – 11:05 Presentation: Sherry Burkey, Associate Vice President for University Relations

11:05 – 11:15 Discussion

VI. COMMITTEE REPORTS

A. Audit Committee Report

11:15 – 11:20

VII. INFORMATION ITEMS

11:20– 11:30 Admissions Report
Alumni Relations Report
Development Report
University Relations Report
Quarterly Grant Report
Major Capital Projects Status Report

VIII. MEETING EVALUATION & FUTURE AGENDA TOPICS

11:30 - 11:40

IX. ADJOURNMENT

11:40

X. DATE FOR NEXT REGULAR MEETING: April 2 & 3, 2009

XI. LUNCH PRESENTATION

12:00 Lunch

12:15 *"Wringing Cleaner Transportation Fuels from Dirtier Resources: Linking Fundamental and Applied Sciences in the Energy Field,"*

Mark Bussell, Professor, Chemistry, co-presenter

John Hayes, Chemistry Undergraduate, Junior year, co-presenter

12:30 Discussion

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

**REGULAR MEETING
February 12, 2009**

I. CALL TO ORDER

Chair Phil Sharpe called the regular meeting of the Board of Trustees of Western Washington University to order at 3:00 p.m., February 12, 2009 in Old Main 340, Western Washington University, Bellingham,

Board of Trustees

Hannah Higgins
Howard Lincoln (via conference phone)
Dennis Madsen, Secretary
Phil Sharpe, Chair
John Warner
Peggy Zoro, Vice Chair

Western Washington University

Bruce Shepard, President
Wendy Bohlke, Assistant Attorney General
Sherry Burkey, Associate Vice President for University Relations
Stephanie Bowers, Vice President for University Advancement
Paul Cocke, Director, University Communications
Eileen Coughlin, Vice President for Student Affairs & Academic Support Services
Erik Lowe, President, Associated Students
Dennis Murphy, Provost and Vice President for Academic Affairs
George Pierce, Vice President for Business and Financial Affairs
Paula Gilman, Executive Director for University Planning and Budgeting
Buff Schoenfeld, Executive Assistant to the President
Elizabeth Sipes, Secretary to the Board of Trustees
Barbara Stoneberg, Administrative Assistant to the President
Steve Swan, Vice President for University Relations

II. SPECIAL REPORTS

A. Discussion of President's Mid-Year Report – The Strategic Direction for the University

President Shepard's Mid-Year Report is the result of 90 listening sessions across the campus, the Bellingham community and around the state. Shepard's remarks were shaped by Western's commitment to become the premier public comprehensive university the country.

There was brief discussion of some of the 15 initiatives outlined in Shepard's Mid-Year Report. In response to a question, Shepard said that the campus will receive reports on a "as needed basis." The next major report will be the decisions and outcome of the completed budget process. An annual report to the university community is also planned for the future. Shepard said it will take the entire campus community, engaged and working together, to make Western the premier institution in the country. Steve Swan, Vice President for University Relations, noted that there is a level of excitement on campus because people now have an opportunity to contribute, to be a part of the solution and make a difference.

Shepard thanked Barbara Stoneberg and Buff Schoenfeld for their hard work on this project.

B. Update on Budget Scenarios and Budget Process

Paula Gilman, Executive Director of University Planning and Budgeting updated the Board on the budget process and distributed the Timeline for the 2008-09 and 2009-11 Budget Processes. Gilman said the planning units budget reduction proposals, including reduction scenarios, necessary investments or opportunities for new investment, reallocation of existing resources to fund priorities, planning unit SCOT analysis, and

response to unit-relevant cost savings suggestions from the campus community, will be posted to the web on March 10.

Gilman said the Planning Units will present their budget proposals on March 18 & 19. The President, VPs and Deans will meet April 14 through 29 to discuss proposals and recommendations will be posted to the web for public comment on May 11. The final budget recommendations will be posted to the web on May 22. At the June 12 Board of Trustees Meeting, the 2009-11 tuition levels and the 2010-11 Operating Budget Plan will be presented to the Board for approval. The Board will also be presented the 2011-12 Draft budget allocation plan.

President Bruce Shepard presented the Board with two budget scenarios based on the Governor's budget. Scenario 1 will result in a \$13 Million net cut for Western and Scenario 2 will result in a \$24 million net cut. The consequences of these kinds of budget reductions would result in cuts in instruction, loss of class seats, increased class size, and increased time for students to graduate. Shepard said that many jobs will be lost, adversely affecting both the university and Whatcom County.

Shepard said they are considering several alternatives under Scenario 2, including admitting tuition-paying students, knowing that classes would not be available to serve many of them; making the university smaller; and through a combination of revenue measures – at the state level, Federal Stimulus dollars, and tuition – bring Scenario 2 back to Scenario 1.

In response to a question, Shepard said that WWU is following the Governor's directive and is freezing all employees' compensation and not filling vacant positions. Sherry Burkey, Associate Vice President for University Relations, said that at the state level, there is talk about early retirement plans, increasing employees' contribution towards their health benefits, and delaying state commitments to pension funds.

In response to a question regarding reduction in financial aid to students, Burkey said the Governor has proposed reducing the State Need Grant eligibility and eliminating the Washington Scholars Program. Burkey said the state is looking at several different budget reduction scenarios and their impact on higher education.

The Presidents of the state regional institutions presented the impact of the proposed budget cuts to the Higher Education Committee in Olympia on February 11. They will be presenting to the Senate Ways and Means Committee on February 16 and to the Education Appropriations Committee on February 17.

Erik Lowe, Associated Students President, expressed his concern on trying to cover the budget shortfalls with tuition. The cost of attending university is the number one barrier to access. If tuition is raised, this will have a negative effect on current and future students. Trustee Sharpe noted that access will be affected by all of the budget scenarios.

Shepard reported that the leadership of WWU meets at 7:30 a.m. every Thursday for a briefing from Burkey and to discuss the budget issues.

III. EXECUTIVE SESSION


At 4:43 p.m. Chair Sharpe announced that the Board would go into Executive Session to discuss a personnel matter and pending legal matters authorized under RCW 42.30.110 for approximately 15 minutes.

Meeting adjourned at 5:00 p.m.



Philip E. Sharpe, Jr., Chair

ATTEST:



Dennis Madsen, Secretary

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES**

**REGULAR MEETING
February 13, 2009**

I. CALL TO ORDER

Chair Phil Sharpe called the regular meeting of the Board of Trustees of Western Washington University to order at 8:34 a.m., February 13, 2009 in Old Main 340, Western Washington University, Bellingham,

Board of Trustees

Hannah Higgins
Howard Lincoln (via conference phone)
Dennis Madsen, Secretary
Kevin Raymond
Phil Sharpe, Chair
John Warner
Peggy Zoro, Vice Chair

Western Washington University

Bruce Shepard, President
Wendy Bohlke, Assistant Attorney General
Sherry Burkey, Associate Vice President for External Affairs
Stephanie Bowers, Vice President for University Advancement
Eileen Coughlin, Vice President for Student Affairs & Academic Support Services
Paul Cocke, Director, University Communications
Matthew Liao-Troth, Faculty Senate President
Erik Lowe, Associated Students President
Dennis Murphy, Provost and Vice President for Academic Affairs
George Pierce, Vice President for Business and Financial Affairs
Paula Gilman, Executive Director for University Planning and Budgeting
Sue Guenter-Schlesinger, Vice Provost for Equal Opportunity
Elizabeth Sipes, Secretary to the Board of Trustees
Barbara Stoneberg, Administrative Assistant to the President
Steve Swan, Vice President for University Relations

APPROVAL OF MINUTES

MOTION 2-1-09

Peggy Zoro moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following:

- Minutes of the Board of Trustees Meeting, December 11 & 12, 2008

Motion passed unanimously.

II. RECOGNITION AND INTRODUCTIONS

President Shepard introduced Steve Swan, Vice President for University Relations. Steve will be responsible for the University's overall external relations, marketing and communications. The position will also include "presidential initiatives" such as the waterfront development project, and enhancing the transparency and effectiveness of University decision-making. Steve comes from the University of Wisconsin-Green Bay.

III. EXECUTIVE COMMENTS

A. Board Chair Report

At 8:40 a.m. Trustee Howard Lincoln was connected to the meeting via conference phone. Chair Sharpe announced that to accommodate Trustee Lincoln's schedule, the Audit Committee Report and Legislative Updates will be moved up on the agenda.

1. Elimination of Football Program

Jason Stiles and Mark Wolken, of "savewwufotball.com." presented to the Board their ideas for saving WWU football. Their ideas included a short term plan for fund raising, including marketing and sponsorship, and a long term plan that includes increasing financial support and a long term endowment fund. At this time, they have received pledges of over \$600,000 and have taken legal steps to collect on those pledges. Stiles said this is an opportunity for the entire Athletic program, with football being a model. They asked the Board to consider their plan to reinstate the WWU football program.

President Shepard updated the Board on the status of the football players and coaches. Many of the coaches have already accepted other positions, the players have transferred to other schools or have committed to transfer, are in the process of being recruited, or have decided to stay at Western.

Shepard said that the university is committed to following an established transparent budget process. The process for major program reductions or program eliminations was used for football. The decision to eliminate football has put the Athletic Department in a financial position where they are able to sustain other athletic programs within their allocated budget. Because of the current budget climate, the Athletic Department, as is the entire university, is planning for a possible additional 5% - 10% budget reduction.

The Trustees support President Shepard's decision to eliminate the football program. The decision was based on facts and data, which made it clear that it is impossible to maintain the program at WWU. It was noted that in the current economic climate, eliminating the football program may be only the first of some very difficult budget reduction decisions. The institution needs to preserve what is essential to fulfill its mission and commitment to the State.

The Board thanked Stiles and Wolken for their efforts and work on this issue.

2. Revision of BOT Rules of Operation

Wendy Bohlke, Legal Counsel, reported that the BOT Rules of Operation, last amended in 2004, and are in need of further amendments and reformatting. Bohlke reviewed some of the items that need to be considered. Trustee Hannah Higgins was appointed to a committee to review the rules. A short report will be made at the April meeting. The final recommendations will be brought before the Board for approval at the June meeting.

B. University President

1. Report on Progress in Implementing Current UFWW Contract

Bill Lyne, President of UFWW, reported that the implementation of the UFWW contract has gone very smoothly and the contract is working well. Working relationships with university administration is excellent. Lyne thanked Matthew Liao-Troth, Faculty Senate President, in revising the Faculty Handbook to be in compliance with the contract. Lyne thanked the Faculty Bargaining Team and the University Bargaining Team for their work towards the successful implementation of the contract.

Trustee Raymond thanked Bill Lyne for his leadership as President of UFWW.

2. Vice Presidential Searches

Two Vice Presidential searches are currently underway – Vice President for Business & Financial Affairs and Provost/Vice President for Academic Affairs.

Dr. Brian Burton updated the Board on the VPBFA search. Thirty-five applications were received and three finalists have completed their on-campus interviews. The search committee is receiving feedback from the campus community and will sharing the results with President Shepard.

Shepard reported that the Provost Search Advisory Committee has resumed the search for Provost/Vice President for Academic Affairs. An additional 20 applications have been received, and the committee is reviewing these as well as reconsidering the strong applicant pool.

3. Waterfront Development Update

Shepard reported that the university is refining its thinking as to what Western's presence ought to be on the waterfront. A character study is underway, engaging students and allowing a learning opportunity for them. Conversations are also being held with the legislators regarding land acquisitions on the waterfront.

Shepard said there is interest in remodeling the Canada House, which is not on our capital projects priority list. However, if money is available from Olympia which does not require matching university funds, or it does not diminish funds from other priority projects, we would be interested in the remodel project.

IV. DISCUSSION ITEMS

A. Legislative Update

Sherry Burkey, Assistant Vice President for University Relations, distributed the 2009 Legislative Session WWU Bill Tracking – List A and List B. Burkey said approximately 2,000 bills have been introduced to the legislature. The "A" list bills are those that will have the most impact on Western.

Burkey said Bill 5460 freezes the use of state funds for personal services contracts, travel, salary increases and equipment purchases. The bill is intended to send a message to the public that state government is starting to save money. This is step one of the budget process. Burkey said the second step in the budget process is the passing of the supplemental budget, after the March revenue forecast. By April 26, the legislature should pass a 2009 -11 state operating budget.

Burkey reported that Tuesday, February 17 is Higher Education Day in Olympia.

V. COMMITTEE REPORTS

A. Audit Committee Report

Peggy Zoro reported on the February 12, 2009 Board Audit Committee Meeting. The committee:

- Heard the results of the State Auditor's Accountability and Legal Federal compliance review of the university. Two issues were identified and management will provide the Audit Committee their action plans for addressing these issues.
- Heard a progress report on the implementation of the Federal Trade Commission's Red Flag Rules for preventing identity theft.
- Heard an update on the RFQQ for obtaining an Information Technology Security Audit from outside an consultant.

At 10:00 a.m. Trustee Lincoln disconnected from the conference call. Chair Sharpe announced a break. The meeting reconvened at 10:15 a.m.

VI. EXECUTIVE COMMENTS (continued)

A. Associated Students

Erik Lowe, Associated Students President, updated the Board on the recent activities of the Associated Students. Lowe reported that most of their attention has been spent on legislative and budget issues. He reported on the changes to the AS scholarships and the Ethic Student Center Scholarships. The AS Project Leadership workshop was held last week.

Lowe reported that the WSL fee will be changed to a legislative fee controlled by AS. Feedback he has received indicates that the fee will remain at \$2.00.

B. Faculty Senate

Matthew Liao-Troth, Faculty Senate President, reported that the Senate is working on revising the Constitution and the Bylaws of the Faculty Senate. They are working on the policies and procedures for faculty evaluation of the president and senior administrators. Liao-Troth said the Senate is also working on the current budget crisis. He noted that Western's faculty is more informed and more engaged in the budget crisis than any of the other five state institutions.

VII. ACTION ITEMS

A. Consent Items

MOTION 2-2-09 Kevin Raymond moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the following consent items:

- Winter Quarter Degrees
- Delegation of Authority to Award Construction Contract for Miller Hall Renovation – Stimulus Phase (PW 465)
- Approval of Consultant Contract for Design Phase Services for Lincoln Creek Transportation Center (PW 590)

Motion passed unanimously.

VIII. DISCUSSION ITEMS (continued)

A. Potential Housing and Dining System Bonds Sale for Buchanan Towers Addition

George Pierce, Vice President for Business & Financial Affairs introduced Susan Musselman of Dashen Musselman, Inc. A copy of the presentation, "*Current Economic Conditions: Impacts on the University – Revenue, Financing and Investments*" was included in the Board packets. Musselman explained that in the current Municipal Bond Market, interest rates are still reasonable for 30 year financing. If the project goes forward, Musselman will return to the April Board of Trustees meeting with specific information on the project and financing details. Documentation would be completed for approval by the Board at the June Board meeting.

In response to a question, Eileen Coughlin, Vice President for Student Affairs and Academic Support Services, said the university is still studying as to whether this project is economically viable and the right thing to do for the institution. Coughlin said that more specific information will be available to the Board at the next meeting.

B. Mid-Year Housing & Dining Report

The February 2009 Mid-Year Housing and Dining Report was included in the Board packets. The report highlights the University Residences effort to improve diversity, leadership, and sustainability.

Pierce reported on the Ridgeway Gamma Flooding. The damage to the building has been repaired and the students have moved back into the building. The incidence is being investigated and full report will be shared with President Shepard.

IX. INFORMATION ITEMS

A. Admissions and Enrollment Planning Report

Vice President Eileen Coughlin provided a written update on enrollment and admissions. Coughlin said there are a lot of changes due to the economic situation, but trends indicate continued high interest in applications.

B. Alumni Association Report

Vice President Bowers provided a written report on the activities of the Office of Alumni Relations. The first of a series of newsletters has been sent to all alums, and the individual colleges will be sending customized newsletters to their alumni.

C. Development Report

Vice President Bowers provided a written update on WWU Foundation activities. Bowers said the Western Foundation Board is working on a campaign plan. The DC event was successful and 75 people with connections to Western attended.

Trustee Madsen distributed information on the April 13, 2009 Seattle Business Forum.

D. University Relations Report

Steve Swan, Vice President for University Relations provided a written update on the recent activities of External Affairs. Swan said the focus has been on relationship building and establishing connections with city, port, and federal people. We are also in the initial phase of a branding exercise for Western.

E. Quarterly Report on Grants and Contracts

Provost Murphy provided written information concerning grant awards for the period October 1, 2008 – December 31, 2008.

Murphy reported that WWU and St. Joseph Hospital are jointly applying for grants for the new community health initiative.

Western's Department of Philosophy has been invited to apply for a Templeton grant of approximately \$6M.

Murphy said that Western offers a high level of grant accounting support to the faculty through the Research & Sponsored Programs Office.

F. Major Capital Projects Status Report

Vice President Pierce provided a written update on the major capital projects.

Pierce said that the Lincoln Creek Transportation Center project is rated fairly high on the federal and state stimulus requests. We have request \$2M for the storm water facility and \$8M to complete the full project. This public facility has been funded primarily through federal grant dollars and support has been provided by the Research & Sponsored Programs Office.

Miller Hall is moving ahead. Building occupants are being relocated so work can begin on the renovation. Pierce noted that some parking spaces will also be lost during construction.

X. MEETING EVALUATION & FUTURE AGENDA TOPICS

The Trustees said they are pleased with the new Thursday/Friday meeting format. Discussions are more qualitative. The new format also works well for the Associated Students and Faculty Senate.

Future agenda topics will include Pipeline items and Western's annual and biennial operating budgets.

XI. ADJOURNMENT

Meeting adjourned at 11:30 a.m.


XII. DATE FOR NEXT REGULAR MEETING: April 2 & 3, 2009

XIII. LUNCH PRESENTATION

Professor Mark Bussell, Chemistry, and undergraduate student John Hayes, presented "*Wringing Cleaner Transportation Fuels from Dirtier Resources: Linking Fundamental and Applied Sciences in the Energy Field.*"


Philip E. Sharpe, Jr., Chair

ATTEST:


Dennis Madsen, Secretary