

**AGENDA  
BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
DECEMBER 15, 2000**

**8:00 a.m. Old Main 340**

**1. COMMITTEE OF THE WHOLE**

- a) Architects' Presentation on Campus Services Facility (I)
- b) Update on the Institutional Master Plan Advisory Committee Recommendations (I)
- c) State Higher Education Financial History and Future Implications (I)

**2. CONSENT ITEMS**

- a) Approval of the Minutes of the October 6, 2000, Regular Meeting of the Board (A)
- b) Approval of Fall Quarter Degrees (A)
- c) Amend WAC 516.60 - Admission and Registration Procedure (A)
- d) Amend WAC 516.34 – Leasing of University Property for Business Purposes (A)

**3. REPORT FROM THE PRESIDENT**

- a) Development Report (I)

**4. ACADEMIC AFFAIRS**

**11:00 a.m.**

- a) Academic Presentation – Freshmen Interest Groups Program (I) HH 253

**12:00 noon – break and working lunch**

**5. BUSINESS AND FINANCIAL AFFAIRS**

- a) December 6, 2000 Draft Institutional Master Plan (A)
- \* b) Major Capital Projects Status Report (I)
- \* c) Draft Comprehensive Master Plan Status Report (I)
- d) Annual Financial Report for the University (I)
- \* e) Annual Report: University Police Department (I)

**6. STUDENT AFFAIRS**

- a) Campus Safety Report (I)
  - Crime Prevention Initiatives
  - Student Right to Know
  - Campus Crime Report
- b) Background on Student Capital Plan (I)
- c) Task Force on Labor Standards: Background (I)

**7. EXTERNAL AFFAIRS**

- \* a) Alumni, Legislative and Public Information Office Update (I)

**8. FACULTY SENATE**

**9. ASSOCIATED STUDENTS**

- \* a) Report of Fall Quarter Activities (I)

**10. BOARD OF TRUSTEES**

- a) Resolution No. 2000-11 Official University Residence (A)

**11. EXECUTIVE SESSION**

- \* Written Report
- (A) Action
- (I) Information

**BOARD OF TRUSTEES  
WESTERN WASHINGTON UNIVERSITY  
December 15, 2000**

**CALL TO ORDER**

Chair Mary Swenson called the regular meeting of the Board of Trustees of Western Washington University to order at 8:20 a.m., December 15, 2000, in Old Main 340, Bellingham, Washington.

Board of Trustees

F. Murray Haskell  
Parijat Nandi  
Kevin Raymond  
Mary Swenson, Chair  
John Warner, Secretary  
Betty Woods, Vice Chair  
Grace Yuan

Western Washington University

Andrew Bodman, Provost/Vice President for Academic Affairs  
Wendy Bohlke, Assistant Attorney General  
Eileen Coughlin, Vice President for Student Affairs and  
Academic Support Services  
Robert Edie, Vice President for External Affairs  
Amy Finkbonner, Associated Student Body President  
Penny Glover, Secretary to the Board of Trustees  
Karen W. Morse, President  
George Pierce, Vice President for Business and Financial Affairs  
Chris Suczek, Faculty Senate President

**1. COMMITTEE OF THE WHOLE**

- a) Architects' Presentation on Campus Services Facility

Michael Smith and Sharon Robinson from the Zervas Group Architects presented details on the Campus Services Facility. The project, situated at the northeast corner of the new curved intersection of 21<sup>st</sup> Street and Bill McDonald Parkway, will house the relocated functions of the Public Safety Department (Parking and Transportation, Lockshop, and University Police), and the Student Health Center. The two-story structure includes a partial basement daylighted to the east. Construction bids will be advertised in mid-January 2001 and, following review, the lowest qualified bidder will be identified in March. The construction contract will be brought to the April 2001 Board meeting for approval.

President Morse stated that a presentation on the interior of the Campus Services Facility was given at a previous Board meeting.

- b) Update on the Institutional Master Plan Advisory Committee  
Recommendations

Chair Swenson asked Vice Chair Woods to serve as acting chair during the update on the Institutional Master Plan Advisory Committee Recommendations.

Professor Dan Warner, Chair of the Institutional Master Plan Advisory Committee (IMPAC), introduced members of the committee that were present, including Dunham Gooding (a Happy Valley neighborhood representative on the IMPAC) and Susan Trimmingham (a Sehome neighborhood representative on the IMPAC). The committee has been working on this document for two years. At your last meeting you were given copies of the draft report and recommendations and told that the committee would be holding numerous meetings to gather comments from the community. Those meetings

have taken place on campus and the committee has met twice since then to discuss the comments and forward a plan to the university administration. Professor Warner outlined the key aspects of the plan.

Vice President Pierce presented a ten-year chronology of the University's master planning processes, including: the institutional profiling (1990 – 1991); the early series of conceptual plans (1991 – 1993); the Transportation Management Plan (1994); the revised conceptual plan (1995 – 1996); updating the Western Washington University Neighborhood Plan (1997 – 1998); and the development of the Draft Institutional Master Plan (1998 – 2000). Dr. Pierce also highlighted the next steps in the process for adoption of the plan by the City of Bellingham.

Vice President Pierce then went through a detailed explanation of the plan including the basis for its development, the amount of in-fill growth, its consistency with the character principles previously seen by the Board, the projects within the plan, and the concepts of parking.

Dunham Gooding spoke about the neighborhood's concerns regarding Western's future expansion into the Happy Valley Neighborhood. He stated that the City is in the process of finalizing the Happy Valley Neighborhood Plan update and that it is unlikely that Western will see much expansion there. Happy Valley is a vibrant complex neighborhood and they will continue to strive to protect its character.

Susan Trimingham spoke, concurring with Dunham Gooding's observations. She thanked the committee support stating she looks forward to the next steps in the process of determining where the additional off-campus needs will go.

Trustee Yuan thanked Mr. Gooding and Ms. Trimingham for taking time out of their day to speak to the Board regarding this issue. Trustee Yuan stated that the Board members have walked the Happy Valley neighborhood, diligently studied issues surrounding the proposals, and over-all have been very involved in discussions concerning the growth of Western and any possible impact on the neighborhoods. She also noted that Washington state has a crisis for space to address the need for education for our children.

Trustee Swenson stated that Western is the "university of choice" for education for the local residents. We honor neighborhood principles, but also understand the need for opportunity for our children, grandchildren, etc., to attend Western.

Dr. Pierce expressed appreciation for working with Dunham and Susan, along with the other neighborhood representatives, and plans for continued work in the next phase of alternatives development. The Happy Valley Neighborhood Plan update is now before the City Council. We have requested that they delay making a determination on Area 1 of Happy Valley until our alternatives study makes its recommendations. It is Western's view that the Planning Commission recommendations for the neighborhood did not have the benefit of the Draft IMP regarding Western's growth needs.

Dr. Pierce stated that the Happy Valley Neighborhood Plan is now before the City Council. The Planning Commission did not have all the information and asked the Council to hold the matter until it was prepared.

President Morse stated that the Board is aware of neighborhood needs and is informed on related issues.

Vice Chair Woods turned the meeting back over to Chair Swenson.

#### Student Involvement on IMPAC

President Morse stated that Western involves students on campus committees. Huxley Professor Nick Zaferatos informed the Board that Huxley College of Environmental Studies has offered a 2-credit seminar for the past six quarters on Campus Planning. Students have served on the IMPAC, created a website, made recommendations, and examined the Growth Management Act. Students have conducted field investigations on

the university's capacity to absorb more growth without damaging the character of the campus. Students are involved with bicycle planning, both on campus and off campus in Bellingham neighborhood communities. The bicycle project will be continuing for the next couple of quarters.

Nick Vann, a senior enrolled in Huxley, reported on the survey he is conducting on the use of bicycles on campus. Trustee Nandi commented he is pleased to see there is so much student involvement and asked if it is limited to students enrolled in Huxley. Mr. Vann reported that it is open to all students, but it seems to appeal mostly to Huxley environmental planning students.

c) State Higher Education Financial History and Future Implications

Vice President Edie reported that future state financing of public higher education will be difficult, but not unmanageable, subject to state economic conditions or unforeseen costs. Institutions are in more control of their financial future than they have traditionally thought. Significant financing problems resulted from passage of Initiative 601 and escalating health benefit costs. Western is well positioned because of strong academic programs, high student demand and private fund-raising potential. Some financial strategies for the 2001 legislature include: continuation of a multi-fund salary strategy; consideration of a new, statutory tuition plan; secure new enrollments financed at upper division and graduate rates; and, acquiring state funds for high demand enrollments. In the future Western may need to consider: changes in the mix of students; adjusting special purpose fees where appropriate; seeking state matching funds for professorships, fellowships and scholarships; using flexible budget language for internal reallocation to campus priorities; and, increasing private fund-raising efforts.

Trustee Woods asked if Western has a plan for increasing private funds.

Mr. Edie stated that Western will hire a consultant and make plans over the next two years before launching a capital campaign. Mr. Edie distributed the President's Report prepared by the Public Information Office entitled *The Western Experience – Partners in Excellence*. Western plans to use this document with multiple audiences, and Western departments will use the report to promote their programs.

## 2. CONSENT ITEMS

MOTION 12-1-2000

Betty Woods moved, seconded by John Warner, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve the following consent items:

- Approve the minutes of the October 6, 2000 regular Board meeting.
- Approve, upon the recommendation of the faculty and subject to the completion of any unmet requirements, awarding undergraduate and graduate degrees to the candidates listed in the files of the Registrar and Graduate Dean, for Fall Quarter, effective December 16, 2000.
- Amend language in WAC 516-60 to simplify the language in the Washington Administrative Code regarding admission and registration procedures (forwarded to Code Reviser's Office).
- Amend language in WAC 516-34 to clarify the procedure for leasing of university property for business purposes (forwarded to Code Reviser's Office).

The motion passed unanimously.

MOTION 12-2-2000

Grace Yuan moved, seconded by Betty Woods, that the Board of Trustees of Western Washington University, upon recommendation of the President, award a contract to Ebenal General, Inc., of Bellingham, Washington, for the amount of \$490,649 (base bid, plus Alternates 1, 3, 4, 5 and 6)

for the renovation of the third floor in the Bond Hall building.

The motion passed unanimously.

### 3. REMARKS FROM THE PRESIDENT

President Morse reported that Stephanie Bowers has been named as Western's Executive Director of Development of The Western Foundation, effective February 2001. Ms. Bowers comes to Western from the University of Maryland, College Park where she served as Executive Director of Development at the Smith School of Business. Western will now begin planning a major capital campaign.

President Morse announced that Secretary of State Ralph Munro was honored at a Seattle gala in his honor December 4, with creation of the *Ralph Munro Endowment for Civic Education*. Mr. Munro, a former WWU student body president, has served five terms as Secretary of State. He is retiring from that office in January 2001.

### 4. ACADEMIC AFFAIRS

#### a) Academic Presentation – Freshmen Interest Groups Program

Board members moved to Haggard Hall 253 for an academic presentation on the Freshmen Interest Groups Program (FIGs). The FIGs program pilot was developed as one of the recommendations by the Freshmen-Year Experience Task Force to improve Western's freshman year experience, including curricular and co-curricular dimensions. FIGs provide both small group experiences and integrated coursework for new freshmen. Research indicated that FIGs have had good results, addressing many of the problems identified by the task force. Year one of the FIGs program at Western was a success; results were positive and encouraging. Aided by the scope and breadth of the assessment component, program developers identified problems and later addressed the issues while designing year two of the program. Faculty and students exhibited clear enthusiasm evidenced by the number of faculty interested in participating in the program again next fall.

### RECESS

At 12:00 p.m. the Board took a short lunch recess.

### RECONVENE

At 12:30 p.m. the Board reconvened in OM 340.

### 5. BUSINESS AND FINANCIAL AFFAIRS

Chair Swenson asked Trustee Woods to serve as acting chair for the following motion.

#### a) December 6, 2000 Draft Institutional Master Plan

MOTION 12-3-2000

Grace Yuan moved, seconded by Kevin Raymond, that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve the December 6, 2000, Draft Institutional Master Plan and authorize the President to submit the Plan to the City of Bellingham.

The motion passed. Mary Swenson abstained.

b) Major Capital Projects Status Report

Campus Services Facility

Zervas Group Architects presented the Campus Services Facility project earlier in this meeting. The construction bid documents will be completed this month and will be advertised for bids in mid-January 2001. Construction bids will be received and reviewed, and the lowest qualified bidder identified in March. The construction contract will be brought to the April 2001 Board meeting for approval.

Thomco Construction Inc. continues work on Bill McDonald Parkway and 21<sup>st</sup> Street road modifications. The project includes a storm water detention vault and underground utilities required for the new building. The roadway project includes a light controlled intersection at Bill McDonald Parkway and 21<sup>st</sup> Street and bicycle lanes on both sides of the road. Substantial completion is scheduled in January 2001.

Viking Union Addition And Remodel

Dawson Construction, Inc., will complete Phase 1 construction in December 2000. Phase 2 work is scheduled for substantial completion in April 2001, with Phase 3 starting immediately after. The project is on schedule and without significant problems. The project is scheduled for substantial completion in July 2001. The contract amount is \$14,529,028.

Detail project information, including renderings and project photos, is available on the Viking Union web site <http://www.union.wvu.edu/renovation/>.

Campus Infrastructure Development

David Evans & Associates (DEA) and the University have completed the schematic design process for the Campus Infrastructure Development (CID) project. DEA and the University are analyzing construction impacts of the project, and making plans to minimize these impacts. Ritter Construction Management has supplied the University with a report detailing and evaluating schedule coordinating among the five major projects being undertaken by Western in the next three years. This report will be used to assess the impact of the Campus Infrastructure Development (CID) on various construction projects and on the University community as a whole. Coordination meetings will continue to be scheduled with consultants on other construction projects planned in the south campus.

The design development phase of the CID will continue through the end of 2000. All the consultants met in early December to coordinate drawings among the various disciplines involved in this complex project. The CID is on schedule to complete design so the first construction phase can occur in the 2001/2003 biennium, with a second construction phase in the 2003/2005 biennium.

Student Recreation Center

The University and architects BJSS Duarte Bryant and Opsis Architecture are working to complete the schematic design phase of the Student Recreation Center. Architects have prepared floor plans, exterior studies, building cross sections and a scale model. During the schematic phase, representatives of the University and the architects toured ten recreational facilities in Washington, Oregon, and California. These tours were instrumental in providing an understanding of the design issues for these types of facilities and of ways to evaluate preliminary design concepts. On November 16 the architects made a presentation to the campus community, which was well received.

The schedule calls for completing the schematic design phase by December 2000 and conducting a value engineering study in January 2001. A presentation may be made to the Board at the February 2001 meeting.

December 15, 2000

Upon completion of the schematic design, the project will enter the design development phase, which is scheduled to be complete in May 2001. The facility is scheduled to be operational by Fall Quarter 2003.

Western's Associated Students' Bookstore will lend reserve funds to the Student Recreation Center for consultant fees over the next several months. If additional funds are needed prior to the issuance of bonds in February of 2002, a bank line of credit may be considered. Additional details will be brought to the Board at a later meeting.

#### Communications Building

Zimmer Gunsul Frasca (ZGF) Architects have nearly completed the schematic design phase and are scheduled to submit their plans, a model, and cost estimate to the University by the end of the year. Following submittal of the schematic documents, the University and architects will participate in a value engineering study with a value engineering team. It is anticipated that a presentation of the design will be made at the Board's February meeting. The project is scheduled to be constructed and ready for use in Winter Quarter 2003.

#### Ridgeway Residence Hall A

The Ridgeway Residence Hall A project, expected to house 208 students, is anticipated to be released for contractor bidding during January 2001. Bassetti Architects are finalizing construction documents. Construction plans have been submitted for City of Bellingham review. The City Planning and Community Development Department has recently recommended approval of the planned development contract for this project, pending a City Council public hearing and acceptance of the Memorandum of Agreement. Construction is expected to start following Board approval in April 2001. The Residence Hall is scheduled for availability Fall Quarter 2002.

#### c) Draft Comprehensive Master Plan Status Report

##### Draft Institutional Master Plan

The IMPAC held meetings with numerous groups on campus and two advertised public meetings in October. Comments were gathered and reviewed by the committee in November. Revisions were made to the committee's draft report and approved by the committee for submittal to the University administration. The administration met several times to discuss the committee's recommendations and has submitted them unaltered to the Board for your approval at this meeting.

Following Board approval, the Draft Institutional Master Plan will be submitted to the City of Bellingham to begin a review and approval process. It is anticipated that the City's adopted document will be returned for Board consideration at the April 2001 meeting.

##### Current Status of the Happy Valley Neighborhood Plan

The City Council joined the Planning Commission in a work session and has held two public hearings to gather further input on the Happy Valley Neighborhood Plan. University representatives attended the work sessions and hearings, and letters were submitted expressing concern about the University's ability to develop property in Area 1 of the Happy Valley neighborhood.

At the hearings, the University requested that the City Council delay a decision on University allowed uses in Area 1 until completion of the next phase of the Institutional Master Plan process dealing with an alternatives analysis. This analysis would evaluate options to determine appropriate locations for needed University development beyond the Western Washington University neighborhood. Alternatively, the University requested that the City Council revise the plan to include language developed by the Planning and Community Development Department with their recommendations of University uses in



Area 1. The University also has requested that the block west of the Physical Plant be rezoned to institutional or public from the current residential-multifamily zoning.

The Bellingham City Council is scheduled to tour the Happy Valley Neighborhood in January 2001, and hold two work sessions in late January and early February. It is hoped that with additional input and submittal of the University-approved Draft Institutional Master Plan, the final Happy Valley Neighborhood Plan will more closely reflect the work that went into the Planning and Community Development Department's earlier recommendations. Western will continue working closely with the City Council and the City Planning staff to complete this neighborhood plan.

d) 1999-2000 Financial Report for Western Washington University

Western received an unqualified audit opinion. The Financial Statements presented fairly and in accordance with generally accepted accounting principles. State auditors found no exceptions to the report. Trustee Haskell attended the exit interview. Copies of the report are available for review in the Office of the President and the Office of the Vice President for Business and Financial Affairs.

e) Public Safety Department Annual Report

The Public Safety Department submitted its Annual Report to the Board of Trustees. James Shaw, Director of Public Safety/Chief, University Police Department, was available for questions regarding the report, stating that Western's campus is relatively crime free.

6. STUDENT AFFAIRS

a) Campus Safety Report

Theodore Pratt, Dean of Students/Director of Student Life, reviewed the Crime Prevention Initiatives, stating that Western has a long-standing commitment to crime prevention and overall campus safety. Several Student Affairs offices work closely with University Police and the Environmental Health and Safety Department to implement safety programs, to ensure early identification of problems, and to address on-going safety concerns. Mr. Pratt reviewed the Federal Student Right-to-Know and Campus Security Act (now titled the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act), which were passed by Congress in November 1990. The acts require that all higher education institutions receiving Title IV student aid assistance must:

- Provide timely warning to the campus community of crimes that are reported to the campus security authorities or to the student conduct system, and which may be considered a threat to other students and employees; and
- Prepare and distribute to all campus community members each year an annual campus security report which includes policies on crime prevention and sex offences and gives statistics on specific crimes that have occurred on campus and been reported to local campus security authorities.

All information that must be distributed annually to the campus community under state and/or federal mandates (including the Student Right-to-Know and Campus Security Acts) is compiled into one publication. This brochure, *In Brief*, includes policies, educational material and a summary of annual crime and conduct statistics. Effective September 2000, new federal regulations allowed for posting much of the information on-line, with a notification of material on the web provided to all students. All students and employees received the information contained on the Campus Safety notification card. Printed copies of *In Brief* are available upon request in the Office of Student Affairs.

b) Background on Student Capital Plan

Vice President Coughlin updated the Board on priorities under consideration within the Student Auxiliary Capital Plan. At the April 2000 Board meeting, the Board endorsed exploration of Public/Private Partnership Financings (referred to as 63-20s), for a major renovation of Birnam Wood residential units. Dr. Coughlin reported that two 63-20 proposals were received and evaluated, but it was determined that the proposals provided neither a fiscal nor a managerial advantage. Other Student Capital Plan issues discussed involved Residence Halls A and B. A full presentation of the Student Auxiliary Capital Plan will be provided at the February 2, 2001 Board meeting in preparation for an expected bond issue in April 2001 for Residence Hall A.

c) Task Force on Labor Standards: Background

Dr. Coughlin discussed international workers' rights on college campuses throughout the country. Under President Morse's leadership, Western joined the Fair Labor Standards Association when it was the only organization advocating for workers' rights. Over the past year, Western students have expressed increasing support for the University's active involvement in this issue. Two organizations now exist to monitor and advocate for improved working conditions in factories producing apparel products.

A Task Force on Labor Standards has been formed by Dr. Coughlin to evaluate Western's goals and policies, in association with the Fair Labor Standards Association (FLSA) and potential membership in Workers' Rights' Consortium (WRC). The Task Force will recommend an institutional policy statement that can be used by individual departments involved in selling apparel products. Assistant Vice President Kunle Ojikutu has agreed to chair this task force which plans to complete work by the end of Winter Quarter, 2001. Membership will include students, faculty and administrative staff.

7. **EXTERNAL AFFAIRS**

Vice President Edie discussed budget and other issues scheduled to come before the 2001 legislative session, which begins January 8.

Mr. Edie reported that Alumni Association Chapters are continuing to schedule successful alumni events on the East Coast and throughout western cities.

8. **FACULTY SENATE**

There were no items from the Faculty Senate. Dr. Suzcek said the Senate was looking forward to a good year.

9. **ASSOCIATED STUDENT BODY**

Associated Student President Amy Finkbonner presented the Fall Quarter 2000 Executive Summary of Activities.

10. **BOARD OF TRUSTEES**

a) Temporary Board Committees

Board Chair Swenson stated that she has met with all Board members to analyze the current meeting format, and has formed two temporary committees to discuss possible changes:

Betty Woods and John Warner have been named to a committee to gather trustees' input on meeting format and content for the upcoming Board Study Session. Grace Yuan and Pajarit Nandi have been named to a committee to assist in the student trustee selection process.

b) Resolution 2000-10 Official University Residence

Kevin Raymond reported that the Official University Residence Committee has met several times over the past six months. Committee members are Mary Swenson, Red Haskell and Kevin Raymond.

MOTION 12-4-2000 Betty Woods moved, seconded by John Warner, that the Board of Trustees of Western Washington University adopt Resolution No. 2000-11 in the matter of the Official University Residence.

The motion passed unanimously.

RESOLUTION OF THE BOARD OF TRUSTEES  
OF WESTERN WASHINGTON UNIVERSITY  
IN THE MATTER OF THE OFFICIAL  
UNIVERSITY RESIDENCE  
RESOLUTION NO. 2000-11

WHEREAS, the institution has maintained an official University residence for the purpose of conducting meetings, conferences, and other University business; and

WHEREAS, the President is required to live in the official University residence in order that he/she may conveniently and effectively carry out his/her official duties; and

WHEREAS, the President is expected to conduct such official business at his/her residence with such regularity and in such frequency that providing additional compensation for the use of a private residence for these purposes over the long-term would likely be neither cost-effective nor practical; and,

WHEREAS, the institution is the only public four-year university in Washington state that does not own its own official University residence; and

WHEREAS, the Board of Trustees reaffirms guidelines it established in December of 1987, through its adoption of Resolution No. 88-03, stating that a suitable official University residence should:

- (1) *provide an adequate meeting facility for sizeable University activities;*
- (2) *have the capacity of hosting visiting officials and dignitaries;*
- (3) *preferably be in close proximity to the campus;*
- (4) *have nearby and sufficient parking facilities;*
- (5) *be close enough to the campus so as to be efficiently serviced for security, maintenance, etc.;*
- (6) *be physically sound; and,*
- (7) *be acquired at a fair and reasonable price and without displacing other capital projects of higher priority.*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES that:

1. The maintenance of an official University residence continues to serve the public interest.
2. While necessary and appropriate at present, the provision of additional compensation to the University President for the use of a private residence, through lease or otherwise, to serve as the official University residence does not serve the best interests of the institution over the long-term, and therefore the construction of a new facility should be accomplished at an appropriate time and in an appropriate manner.
3. The Vice President for Business and Financial Affairs is authorized and directed to provide for an official University residence that more closely conforms to the December 1987 guidelines of the Board, and in a manner approved by such Board.

4. In carrying out his/her duties under this resolution, the Vice President for Business and Financial Affairs shall consult with and operate under the direction of an advisory committee of the Board to be appointed by the Chair, which committee shall include three Trustees within its membership.

PASSED and APPROVED by the Board of Trustees of Western Washington University at the regular meeting thereof duly held on this 15<sup>th</sup> day of December 2000.

#### **EXECUTIVE SESSION**

At 1:00 p.m. Chair Swenson announced that the Board would go into Executive Session for approximately 45 minutes to discuss real estate, legal and personnel matters.

#### **RECONVENE**

At 1:46 p.m. the Board reconvened and took the following action.

#### **11. BUSINESS AND FINANCIAL AFFAIRS**

##### **Lease of Second Building at 32<sup>nd</sup> Street**

MOTION 12-5-2000

John Warner moved, seconded by Betty Woods, that the Board of Trustees of Western Washington University, upon recommendation of the President, approve a lease agreement for two floors in a new three-story building that will be built next to the Administrative Services Building on 32<sup>nd</sup> Street and Bill McDonald Parkway.

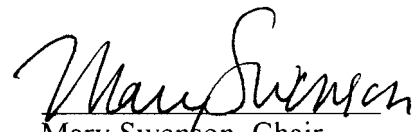
The motion passed unanimously.

The new office building will be built by Dawson Construction Inc., and is adjacent to the Administrative Services Building now owned by Western. The lease is for approximately 20,500 square feet on the second and third floors. The lease amount will include 62 parking spaces.

While all of the terms and conditions of the agreement have not yet been finalized, the University intends to lease approximately 20,5000 square feet at an initial annual base rate of \$14 per square foot, plus costs for maintenance, repairs and tenant improvements.

#### **ADJOURNMENT**

At 1:47 p.m. the Board adjourned.

  
Mary Swenson, Chair

ATTEST:

  
John Warner, Secretary

RESOLUTION OF THE BOARD OF TRUSTEES  
OF WESTERN WASHINGTON UNIVERSITY  
IN THE MATTER OF THE OFFICIAL  
UNIVERSITY RESIDENCE  
RESOLUTION NO. 2000-11

WHEREAS, the institution has maintained an official University residence for the purpose of conducting meetings, conferences, and other University business; and

WHEREAS, the President is required to live in the official University residence in order that he/she may conveniently and effectively carry out his/her official duties; and

WHEREAS, the President is expected to conduct such official business at his/her residence with such regularity and in such frequency that providing additional compensation for the use of a private residence for these purposes over the long-term would likely be neither cost-effective nor practical; and,

WHEREAS, the institution is the only public four-year university in Washington state that does not own its own official University residence; and

WHEREAS, the Board of Trustees reaffirms guidelines it established in December of 1987, through its adoption of Resolution No. 88-03, stating that a suitable official University residence should:

- (1) *provide an adequate meeting facility for sizeable University activities;*
- (2) *have the capacity of hosting visiting officials and dignitaries;*
- (3) *preferably be in close proximity to the campus;*
- (4) *have nearby and sufficient parking facilities;*
- (5) *be close enough to the campus so as to be efficiently serviced for security, maintenance, etc.;*
- (6) *be physically sound; and.*
- (7) *be acquired at a fair and reasonable price and without displacing other capital projects of higher priority.*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES that:

1. The maintenance of an official University residence continues to serve the public interest.
2. While necessary and appropriate at present, the provision of additional compensation to the University President for the use of a private residence, through lease or otherwise, to serve as the official University residence does not serve the best interests of the institution over the long-term, and therefore the construction of a new facility should be accomplished at an appropriate time and in an appropriate manner.
3. The Vice President for Business and Financial Affairs is authorized and directed to provide for an official University residence that more closely conforms to the December 1987 guidelines of the Board, and in a manner approved by such Board.
4. In carrying out his/her duties under this resolution, the Vice President for Business and Financial Affairs shall consult with and operate under the direction of an advisory committee of the Board to be appointed by the Chair, which committee shall include three Trustees within its membership.

PASSED and APPROVED by the Board of Trustees of Western Washington University at the regular meeting thereof duly held on this 15<sup>th</sup> day of December 2000.

ATTEST:

  
John Warner, Secretary


  
Mary Swenson, Chair

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. 2000-11 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 15<sup>th</sup> day of December, 2000, 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 15<sup>th</sup> day of December, 2000

  
John Warner, Secretary