

AGENDA
WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
FRIDAY, August 7, 1998

8:00 a.m. OLD MAIN 340, WWU

1. **COMMITTEE OF THE WHOLE - OM 340**

- a) Discussion of the 1999-2001 Operating Budget Request (I)
- b) Discussion of the 1999-2001 Capital Budget Request (I)
- c) Viking Union Design Presentation (I)

10:00 a.m. Regular Meeting - OM 340

2. **CONSENT ITEMS (one action)**

- a) Approval of the Minutes of the June 12, 1998,
 Regular Meeting of the Board (A)
- b) Approval for Summer Quarter Degrees (A)
- c) Performing Arts Center Auditorium Renovation and Remodel of
 Dressing Rooms Construction Contract PW 270 (A)
- d) Classroom and Computer Labs Media Equipment Installation
 Construction Contract PW 296 (A)

3. **REMARKS FROM THE PRESIDENT**

- a) Accreditation Report (I)

4. **ACADEMIC AFFAIRS**

- * a) Changes in Writing Requirements (A)

5. **BUSINESS AND FINANCIAL AFFAIRS**

- a) 1999-2001 Operating Budget Request (A)
- b) 1999-2001 Capital Budget Request (A)
- c) University Retirement Plan (A)
- d) Alcohol & Drug Policy (A)
- * e) Draft Comprehensive Master Plan Update
- * f) Haggard Hall Status Report (I)

6. **STUDENT AFFAIRS**
7. **EXTERNAL AFFAIRS**
- * a) Alumni, Legislative, and Development Report (I)
8. **FACULTY SENATE**
9. **ASSOCIATED STUDENT**
10. **BOARD OF TRUSTEES**
 - a) Resolution #98-04 Welcoming New Board Member, Adrienne Thompson (A)
 - b) Amendments to the Board of Trustees **Rules of Operation** (A)
 - c) Resolution #98-05 Joint Resolution of the City of Bellingham and Western Washington University (A)
11. **EXECUTIVE SESSION**
12. Tour of Haggard Hall work site

*Written Report

MINUTES
BOARD OF TRUSTEES
WESTERN WASHINGTON UNIVERSITY
August 7, 1998

Call to Order

Chair Grace Yuan called the regular meeting of the Board of Trustees of Western Washington University to order at 8:05 a.m. in Old Main 340.

ATTENDANCE

Board of Trustees

Charlie Earl, Secretary
Wayne Ehlers
Mary Swenson, Vice Chair
Adrienne Thompson
Grace Yuan, Chair

Western Washington University

Wendy Bohlke, Assistant Attorney General
Kunle Ojikutu, Assistant Vice President for Student Affairs
Al Froderberg, Vice President for External Affairs
Penny Glover, Assistant to the President/Secretary to Board
Karen W. Morse, President
Dennis Murphy, Interim Provost/Vice President for Academic Affairs
George Pierce, Vice President for Business & Financial Affairs
Sarah Steves, Associated Student Body President

President Morse introduced Dr. Jean Melious, Professor, Center for Geography & Environmental Social Sciences. Dr. Melious has been appointed to the Council of Faculty Representatives to represent Western's faculty at legislative sessions.

1. COMMITTEE OF THE WHOLE

a) Discussion of the 1999-2001 Operating Budget Request

Jack Cooley, Executive Director for University Planning and Analysis, led a discussion of Western's 1999-2001 Operating Budget Request. Action to be taken later in this meeting.

b) Discussion of the 1999-2001 Capital Budget Request

Renée Y. Roberts, Capital Budget Director, led a discussion of Western's 1999-2001 Capital Budget Request. Action to be taken later in this meeting.

c) Viking Union Design Presentation

LMN Architects of Seattle, Bruce Donnally, Principal and Project Designer, and Robert Zimmerman, Principal, presented the revised design for the Viking Union Renovation project to begin next year.

2. CONSENT ITEMS

MOTION
8-1-98

Wayne Ehlers 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 June 12, 1998 regular meeting of the Board.
- Award, upon recommendation of the faculty and subject to completion of any unmet requirements, undergraduate and graduate degrees to candidates listed in the files of the Registrar and Graduate Dean, for Summer Quarter, effective August 22, 1998.
- Award a construction contract to Dawson Construction Company, Inc., of Bellingham, Washington, in the amount of \$707,461.00 (base bid, plus alternates #1, #2, #3 and #9) for the construction contract to renovate the Auditorium in the Performing Arts Center and the remodeling of the dressing rooms. The project area is the Auditorium and balcony, the inner lobby and balcony lobby, the dressing rooms, and safety upgrades in the attic.
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- Award a construction contract to Electronic Image Systems, Inc., a media installation contractor from Bellevue, Washington, in the amount of \$367,268.00 plus tax (base bid and eight additive alternates) for the Classrooms and Computer Labs Media Equipment Installation project.

The motion passed unanimously.

3. REMARKS FROM THE PRESIDENT

a) Accreditation

President Morse reported that on June 30, 1998, the Northwest Association of Schools and Colleges (NASC) reaffirmed Western Washington University's accreditation.

The policy of NASC is not to grant accreditation for a definite number of years; instead, accreditation must be reaffirmed periodically. Each institution is to conduct a self-study and be visited by a full evaluation committee at least once every ten years. During the fifth year, the institution is to submit an interim report and be visited by one or more Commission representatives. In the case of Western Washington University, the Commission requested a progress report in spring 2000 that is to address general recommendations of the NASC's Evaluation Committee.

b) Leadership Program

President Morse reported that she was invited, along with ten other university presidents, to attend a Seminar for College and University Presidents sponsored by the Educational Leadership Program. President Morse said it was an excellent opportunity to meet and study with presidents of many top universities in the country. The presidents discussed the mission of liberal

arts education and the requirements of academic leadership.

4. ACADEMIC AFFAIRS

a) Changes in the Writing Requirements

Dr. Kris Bulcroft, Special Assistant to the Provost for Teaching and Learning, and Dr. Carmen Werder, Associate Director of the Writing Center, briefed the Board on recent initiatives regarding writing at Western.

Over the past three years, various University bodies have been discussing ways to enhance writing instruction at Western. In January 1997 at the recommendation of the GUR Committee, Provost Roland L. De Lorme asked Dean Peter Elich to convene an *ad hoc* committee to devise a comprehensive university structure for both formal and informal writing instruction. With the support of Provost De Lorme and Dean Elich, the Provost's Writing Committee (PWC) commissioned a writing program consultant, Louis Wetherbee Phelps from Syracuse University, to visit Western and to advise the University on an appropriate institutional structure for developing a coherent four-year writing program. Recommendations from the Phelps Report served as a basis for the PWC's final recommendation and acted as an impetus for a campus-wide discussion of writing. In addition to committee work, representatives from the PWC visited more than thirty departments this past year and discussed pending writing proposals. These conversations generated a broad consensus in support of several specific changes:

- Add a second writing course as part of the GUR effective Fall 1999 (approved by ACC, awaits ratification by the Faculty Senate);
- Initiate a new upper-level writing requirement by eliminating the Junior Writing Exam effective Summer 1998 (approved unanimously by both ACC and Senate) and work toward replacing the Writing Proficiency course with a six-unit writing requirement (guidelines in process); and
- Create an Interdisciplinary Writing Program for coordinating writing instruction across the curriculum (funding request pending Provost action).

These changes respond to *Western's Accountability Measure 4c: Undergraduate students' writing experience.*

5. BUSINESS AND FINANCIAL AFFAIRS

a) Operating Budget Request

MOTION 8-2-98 Wayne Ehlers moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve an operating budget request level of \$167,568,000 for the 1999-2001 biennium, funded from the State General Fund and Western Washington University Tuition Operating Fee revenues.

The motion passed unanimously.

b) Capital Budget Request

MOTION 8-3-98 Mary Swenson moved that the Board of Trustees of Western Washington University, upon the recommendation of the President, approve a 1999-2001 capital budget request from State-appropriated funding sources of \$47,773,450.

The motion passed unanimously.

c) Revised WWU Retirement Plan

MOTION 8-4-98 Mary Swenson moved that the Board of Trustees of Western Washington University authorize the President to implement the revised Western Washington University Retirement Plan.

The motion passed unanimously.

The revised WWU Retirement Plan was prepared by the Human Resources Department, and reviewed by the President's Council and Assistant Attorney General Wendy Bohlke. Affected governance units of the University were also provided opportunities to comment.

d) Alcohol and Drug Policy (deferred)

The proposed amendment to the University Policy Concerning Alcohol and Other Drugs was deferred.

e) Draft Comprehensive Master Plan Update

The Bellingham City Council conducted an additional work session to finalize their proposed draft WWU Neighborhood Plan. The City is in the process of completing a SEPA Determination of Non-Significance on the proposed Neighborhood Plan. A final public hearing is scheduled for August 24, 1998. Once the WWU Neighborhood Plan is approved, Western will begin the development of an Institutional Master Plan (IMP) in concert with the City and surrounding neighborhoods.

f) Haggard Hall Status Report

Vice President Pierce submitted a written report on the status of the Haggard Hall Renovation. A tour of the building is planned for the Board at the end of today's meeting.

6. STUDENT AFFAIRS

Student Affairs had no items to report.

7. EXTERNAL AFFAIRS

Vice President Froderberg submitted a written report on Alumni Relations, Development, and Legislative issues.

8. FACULTY SENATE

Faculty Senate had no items to report.

9. ASSOCIATED STUDENTS

ASB President Steves reported that she is pleased to be working with University administrators and the Associated Students' Board and is looking forward to a productive year.

EXECUTIVE SESSION

At 11:00 a.m. Chair Yuan announced that the Board would go into executive session for approximately 30 minutes to discuss real estate and legal issues.

RECONVENE

10. BOARD OF TRUSTEES

At 11:09 a.m. City Council Member Pat Rowe arrived. Chair Yuan called the Board into open session to discuss the proposed resolution requesting state capital funds to support design and construction of a parking structure on Western's campus, and support for construction of the Samish Way overpass.

Following a lengthy discussion, the Board asked Mr. Rowe to report to the City Council that the Board amended the resolution as follows:

- a) Resolution 98-05 – an Amended Joint Resolution of the City of Bellingham and Western Washington University

MOTION 8-5-98 Wayne Ehlers moved that the Board of Trustees of Western Washington University adopt Resolution 98-05 as amended.

The motion passed unanimously.

CITY OF BELLINGHAM RESOLUTION NO. 33-98
WESTERN WASHINGTON UNIVERSITY RESOLUTION NO. 98-05

A JOINT RESOLUTION OF THE CITY OF BELLINGHAM AND
WESTERN WASHINGTON UNIVERSITY REQUESTING STATE CAPITAL
FUNDS TO SUPPORT THE DESIGN AND CONSTRUCTION OF A PARKING
STRUCTURE ON THE UNIVERSITY'S CAMPUS AND FURTHER
CONSTRUCTION SUPPORT OF THE SAMISH WAY OVERPASS

WHEREAS, the City of Bellingham and Western Washington University have collaborated in initiating a successful residential parking zone to address parking problems surrounding the University;

WHEREAS, the University, the City and Whatcom Transportation Authority have collaborated in initiating a successful park and ride service for University students;

WHEREAS, pursuant to the state's direction and due to the state's increasing population and burgeoning demand for higher education, the state has determined that all state universities shall plan for increasing enrollments in the near future;

WHEREAS, there is a student waiting list for parking averaging 450 names;

WHEREAS, by the biennium 2005-2007 it is anticipated 700 parking spaces will need to be replaced due to anticipated major south campus building and recreational field development;

WHEREAS, by the year 2013 an additional 2,500 students and 200 faculty and staff will be attending classes or employed at Western Washington University;

WHEREAS, Western Washington University will continue to meet Commute Trip Reduction requirements and successful activities of its Transportation Management Program;

WHEREAS, parking structures are very costly and the state has generally not funded them from state construction funding;

WHEREAS, the University's parking system is completely self-sustaining; and,

WHEREAS, Western Washington University is an essential state facility and therefore warrants convenient and safe access from state highways and thoroughfares;

BE IT THEREFORE RESOLVED, that the City of Bellingham and Western Washington University jointly request state capital funds to support the design and construction of a parking structure on the University's campus and further to support the construction of the Samish Way Overpass Project.

b) Resolution 98-04 Welcoming Adrienne Thompson

MOTION 8-6-98 Mary Swenson moved that the Board of Trustees of Western Washington University adopt Resolution No. 98-04 welcoming Adrienne Thompson to the Board.

The motion passed unanimously.

RESOLUTION NO. 98-04
A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TO THE BOARD
TRUSTEE ADRIENNE RENEE THOMPSON

WHEREAS, Adrienne Renee Thompson is a fully enrolled senior in good standing at Western Washington University; and

WHEREAS, Adrienne Renee Thompson has gained invaluable experience as an active participant in Associated Student government, including service as the AS legislative liaison, at Western Washington University; and

WHEREAS, Adrienne Renee Thompson worked successfully for two years as a member of the Washington Student Lobby to secure legislation adding student

members to the governing boards of Washington's six public baccalaureate institutions; and

WHEREAS, Adrienne Renee Thompson has been selected by an Associated Students' committee to be nominated to serve as a student member of Western Washington University's Board of Trustees; and

WHEREAS, on June 19, 1998, Governor Gary Locke appointed Adrienne Renee Thompson to serve as the first student member of the WWU Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Western Washington University officially extends hearty congratulations and a warm welcome to Adrienne Renee Thompson 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 7, 1998.

c) Board of Trustees Rules of Operation – Student Board Member Amendment

MOTION 8-7-98 Wayne Ehlers moved that the Board of Trustees of Western Washington University, upon recommendation of counsel, approve the amendments to its RULES OF OPERATION. Sections 030 and 060 will be amended to include a student member of the Board of Trustees, and change the number of board members necessary to constitute a quorum from four members to five.

Section 030. APPOINTMENT.

The Board is composed of seven members appointed by the Governor of the State of Washington with the consent of the Senate for terms of six years, and one additional university student member, who is appointed annually by the governor for a one-year term. (RCW 28B.35.100) Each member of the Board is required to take an oath to discharge faithfully, impartially, honestly, and to the best of his or her abilities, the duties of a Trustee. (RCW 28B.10.520) The student member shall excuse himself or herself from participation or voting on matters relating to the hiring, discipline, or tenure of faculty members and personnel.

Section 060. (4) MEETINGS OF THE BOARD

Five ~~Four~~ members of the Board shall constitute a quorum for the transaction of business by the Board. Provided, however, that action by the Board shall require the affirmative vote of at least four ~~three~~ members. Provided, where only a quorum of five is present, and the student trustee has excused himself or herself from participation or voting when the matter relates to the hiring, discipline, or tenure of faculty members and personnel, action shall require the affirmative vote of at least three members.

The motion passed unanimously.

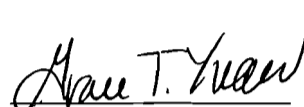
EXECUTIVE SESSION

At 11:30 a.m. Chair Yuan announced that the Board would go into Executive Session for approximately 60 minutes to discuss real estate, legal and personnel matters.

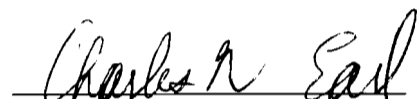
At 1:00 p.m. Chair Yuan announced that the Board would remain in Executive Session for an additional 60 minutes.

ADJOURN

At 2:00 the Board adjourned and toured Haggard Hall.


Grace Yuan, Chair

ATTEST:


Charles N. Earl, Secretary

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A RESOLUTION OF THE BOARD OF TRUSTEES OF
WESTERN WASHINGTON UNIVERSITY
WELCOMING TO THE BOARD
TRUSTEE ADRIENNE RENEE THOMPSON

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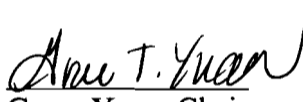
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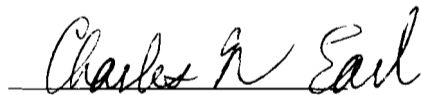
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PASSED AND APPROVED by the Board of Trustees of Western Washington University at its regular meeting on August 7, 1998.


Grace Yuan, Chair

ATTEST:

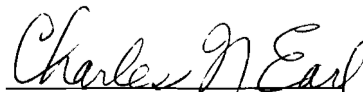

Charles N. Earl, Secretary

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. 98-04 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 7th of August, 1998, 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 August, 1998.


Charles N. Earl, Secretary

CITY OF BELLINGHAM RESOLUTION NO. 33-98
WESTERN WASHINGTON UNIVERSITY RESOLUTION NO. 98-05

A JOINT RESOLUTION OF THE CITY OF BELLINGHAM AND
WESTERN WASHINGTON UNIVERSITY REQUESTING STATE
CAPITAL FUNDS TO SUPPORT THE DESIGN AND CONSTRUCTION
OF A PARKING STRUCTURE ON THE UNIVERSITY'S CAMPUS AND
FURTHER CONSTRUCTION SUPPORT OF THE SAMISH WAY
OVERPASS

WHEREAS, the City of Bellingham and Western Washington University have collaborated in initiating a successful residential parking zone to address parking problems surrounding the University;

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WHEREAS, by the biennium 2005-2007 it is anticipated 700 parking spaces will need to be replaced due to anticipated major south campus building and recreational field development;

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WHEREAS, Western Washington University is an essential state facility and therefore warrants convenient and safe access from state highways and thoroughfares;

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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. 98-05 is a true and correct copy of a resolution of the Board finally adopted at the regular meeting thereof held on the 7th of August, 1998, 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 August, 1998.


Charles N. Earl, Secretary