

**WESTERN WASHINGTON UNIVERSITY
BOARD OF TRUSTEES
WORK SESSION MINUTES
January 19, 2017**

1. CALL TO ORDER

Chair Sue Sharpe called the special meeting of the Board of Trustees of Western Washington University to order at 8:20 a.m., Thursday, January 19, 2017 in the Committee Room of the Washington Athletic Club, Seattle, Washington.

BOARD OF TRUSTEES

Sue Sharpe, Chair
Chase Franklin, Vice Chair
John M. Meyer, Secretary
Karen Lee
Betti Fujikado
Earl Overstreet (by phone)
Mo West

WESTERN WASHINGTON UNIVERSITY

Sabah Randhawa, President
Barbara Sandoval, Assistant to the President/Secretary to the Board of Trustees

Cathy A. Trower, President, Trower & Trower, Inc.

2. OPENING REMARKS AND WELCOME

Chair Sharpe welcomed Cathy Trower, President, Trower & Trower, Inc. to the board meeting, delivered opening remarks and provided an outline of the expectations for the day's meeting.

3. EXECUTIVE SESSION

At 2:23 a.m. Chair Sharpe announced that the board would convene in Executive Session for approximately four and a half hours to discuss a personnel matter as authorized in RCW 42.30.110 (1)(g). The board returned to open session at 1:13 p.m. with no action to report.

4. BOARD GOVERNANCE

The board discussed recent changes made to improve trustee engagement with regards to the board's involvement with setting the agenda for the Thursday board meetings. The trustees have developed a list of topics of interest that they would like to learn more about and intend to engage with the administration in a manner that is more interactive and discussion-oriented than

in the past. The trustees discussed the two board committees; Audit and Governance, and agreed that additional committees were not needed at this time, especially considering the size of the board.

Trustee Overstreet provided an update about the Board Audit Committee. He noted that the current Audit Committee self-assessment tool is too complex and the committee would like to develop a more manageable tool. Trustee Overstreet said that the Audit Committee will become more involved in the development of the audit schedule going forward. The board discussed the possibility of expanding the Audit Committee membership as provided by the Audit Committee Charter to include a financial expert. Trustee Overstreet said that he will look into opportunities to enhance communications between the Audit Committee and the full board.

The Board reiterated their desire to be as effective as possible. They suggested adding the annual board agenda schedule to the new trustee orientation materials in order to provide new trustees a better idea of the annual cycle. The board discussed other onboarding tools that would provide trustees with a comprehensive overview of the university and help them understand higher education terminology and practice.

5. CLOSING REFLECTIONS

Chair Sharpe and President Randhawa thanked the board for the opportunity to discuss these important issues and for their commitment to Western.

6. ADJOURNMENT

The board adjourned at 3:00 p.m.