

2018

**Western Washington University
Board of Trustees
Special Meeting Minutes
Monday, September 11, 2018
Tuesday, September 12, 2018**

1. CALL TO ORDER

Board Chair Earl Overstreet called the work session of the Board of Trustees of Western Washington University to order at 9:06 am at the Washington Athletic Club, in Seattle, WA.

Board of Trustees

Earl Overstreet, Chair
Chase Franklin, Vice Chair
John Meyer, Secretary
Sue Sharpe
Karen Lee
Citlaly Ramirez
Mo West
Betti Fujikado

Western Washington University

Sabah Randhawa, President
Brent Carbajal, Provost and Vice President for Academic Affairs
Richard Van Den Hul, Vice President for Business and Financial Affairs
Stephanie Bowers, Vice President for University Advancement
Melynda Huskey, Vice President for Enrollment and Student Services
Donna Gibbs, Vice President for University Relations and Marketing
Paul Dunn, Chief of Staff and Secretary to the Board of Trustees
Barbara Sandoval, Senior Executive Assistant to the President
Rayne Rambo, Assistant Secretary to the Board of Trustees

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

2. EXECUTIVE SESSION

At 9:07 a.m. Chair Overstreet announced that the Board would convene in Executive Session for approximately three hours to discuss a personnel matter as authorized in RCW 42.30.110 (1)(g)&(i).

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3. WELCOME AND OPENING REMARKS

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

4. STRATEGIC PLAN IMPLEMENTATION AND ALIGNMENT

Trustee Overstreet introduced the topic for the work session which was centered on several objectives of implementation of the Strategic Plan and the parallel business/resource planning process. The trustees noted the importance of gathering feedback from a wide range of campus groups to formulate and develop a collective of understanding of the strategic plan, implementation and alignment.

The group discussed how to implement the vision of Western's Strategic Plan to create synergy throughout campus. Brent Carbajal, Provost and Vice President for Academic Affairs shared that a web site is being created that will house a public accessible to track progress on the plans goals and objectives. He added that providing a visual representation of the metrics will facilitate alignment and highlight the importance of incremental progress toward the goals and objectives of the plan.

Chair Overstreet announced a break at 2:54 p.m. The board returned and reconvened the meeting at 3:16 p.m.

5. STRATEGIC PLAN AND ALIGNMENT (Cont.)

President Randhawa initiated conversation regarding a Resource Planning model to support the Strategic Plan. He noted that the purpose of the model is to define the funding gaps needed to fully implement the services Western already offers and implement the goals of the Strategic Plan. He added that the resource planning model is distinct from a budget planning model, as it does not involve specific recommendations on expenditures or generating revenues. Rather, it helps to quantify the resources needed to fully fund Western's existing services and advance the goals of the strategic plan.

The development of a resource planning committee was discussed that would evaluate the resources necessary in order to advance the goals of the strategic plan.

Board Chair, Earl Overstreet adjourned the meeting for the day at 5:03 pm on Monday, September 11, 2018 and noted that the board will reconvene at 8:00am the following day.

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Board Chair, Earl Overstreet called the work session of the Board of Trustees of Western Washington University to order at 8:02 am on Tuesday, September 12, 2018 at the Washington Athletic Club, in Seattle, WA.

6. STRATEGIC PLAN IMPLEMENTATION AND ALIGNMENT

The Board of Trustee and the Vice Presidents continued to discuss the strategic plan and implementation process and define what is next for Western. The group engaged in an imaginative exercise envisioning Western in 2025 that included both opportunities and obstacles.

7. NEXT STEPS FOR SUCCESSFUL IMPLEMENTATION

The group discussed opportunities for communicating key messages to the campus community and external constituents.

8. ENHANCING COMMUNICATION

The Board of Trustees and the Vice Presidents discussed shaping the understanding of the Strategic Plan by the stories Western tells. The group noted that talking about “the Western experience” encourages involvement from different kinds of students and different kinds of learning experience in Bellingham and beyond.

9. EXECUTIVE SESSION

At 1:30 p.m. Chair Overstreet announced that the Board would convene in Executive Session for approximately one hour to discuss a personnel matter as authorized in RCW 42.30.110 (1)(g)&(i).

10. ADJOURNMENT

The meeting adjourned at 2:44 p.m.