

**MEETING OF THE BOARD OF TRUSTEES
OF THE EVERGREEN STATE COLLEGE**

JANUARY 9, 2002

**Daniel J. Evans Library, Room 3112
Olympia, Washington 98505**

Trustees Attending: Deborah Barnett (*attending 1/08 only*)
Stanley Flemming
David Lamb (*attending 1/09 only*)
Karen Lane
Merritt Long
Marilee Roloff
Jaime Rossman

Absent: Bill Frank, Jr.

Representatives to the Board: Carolyn Dobbs/Sonja Wiedenhaupt, Faculty
José Dominguez, Staff
Bonnie Marie, Alumni

Staff Present: Stanley Bernstein, Director of College Relations
Petra Carver, Director of Business Services
Kate Lykins Brown, Director of Information Services
Art Costantino, Vice President for Student Affairs
Ann Daley, Vice President for Finance and Administration
Michel George, Director of Facilities
Edie Harding, Director of Governmental Relations
Sharon Harrison, College Advancement Operations Officer
Steve Hunter, Associate Vice President for Enrollment Management
Frank McGovern, Vice President for College Advancement and Executive
Director of the Evergreen State College Foundation
Walter Niemiec, Associate VP for Academic Budget & Financial Planning
Thomas L. Purce, President
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Enrique Riveros-Schäfer, Vice President for Academic Affairs and Provost
Steve Trotter, Executive Director of Operational Planning and Budget
Dave Weber, Director of Athletics and Recreation
Bill Zaugg, Administrative Assistant for Budget
See permanent roster for others attending

Others Attending: Howard Fischer, Assistant Attorney General
Sandy Mayes, Community Member
Vagmayi, Former Trustee

TUESDAY, JANUARY 8, 2002 – EDUCATIONAL/PLANNING SESSION

Chair Lane called the educational/planning session to order at 10:10 AM. President Purce introduced José Dominguez, the new staff representative to be seated with the Board.

Athletics at Evergreen

Vice President Costantino noted that coaches for Evergreen's nine sports (men's and women's cross country, women's volleyball; men's and women's basketball, men's and women's soccer and men's and women's swimming) were in attendance. He commented that in the early 90's, Evergreen had dual membership in NCAA division III and NAIA, but in fall, 2000 chose NAIA since their requirements were in line with our program. The top priority goal for the athletics programs is to have students do well in the classroom. An institutional research report indicates that athletes are graduating and being retained at successful levels. Many of the athletic programs have had exemplary involvement with community service (another goal for the program). Director of Athletics and Recreation, Dave Weber, outlined goals of the Athletics program: (1) to provide enjoyable, varied and competitive outlets for students competing at a high level; (2) to increase diversity on campus; (3) to provide a social and entertainment outlet; and (4) to incorporate community service and community outreach. He mentioned Evergreen has quality facilities (perhaps the best in the NAIA) and quality teams (nationally ranked in basketball, soccer and swimming). One of the biggest challenges is name familiarity in sports. Athletics staff member Jeanette Parent reviewed the history of tuition waivers for athletes, commenting that in the 90's additional waivers became available through gender equity legislation. Each of the coaches spoke about their background and their sport. Coaches attending: Craig Dixon (cross country); Bill Lash (volleyball); Monica Heuer (women's basketball); Andy Hill (men's soccer); John Barbee (men's basketball); Arlene McMahon (women's soccer). Dr. Costantino mentioned that the club sports (crew, kung fu, lacrosse, women's rock climbing, rugby, skate boarding, water polo) are coached by volunteers.

Center for Educational Improvement presentation

Vice President Riveros-Schäfer introduced Magda Costantino, Director of The Evergreen Center for Educational Improvement, who introduced her colleagues and coordinated a power point presentation. The mission of the Center is to foster progress and innovation in K-12 classrooms across Washington State. During the last three years, the Center conducted 89 workshops, involving 3,250 participants for a total of 14,500 contact hours. The Center acts as a collaborative resource and a catalyst to improve student learning. Dr. Costantino highlighted examples of collaborative projects and catalyst projects, focusing on the Native American Literacy Curriculum *catalyst* Project. This project (supported by an \$87,000 grant from the Higher Education Coordinating Board) creates a culturally-relevant reading curriculum for Native American students in kindergarten through second grade. Kathe Taylor reviewed the *collaborative* 3-year, \$1.2 million STEP (Student Teacher Technology Education Partnership) project funded by the U. S. Department of Education. This project creates partnerships across boundaries. Dr. Riveros-Schäfer pointed out that Dr. Costantino was the recent recipient of the Thurston Council on Cultural Diversity and Human Rights award for her life time work in cultural diversity and human rights.

LUNCH RECESS

Seminar II Construction Project – Presentation

Vice President Daley apprised the Board that the freeze on the Seminar II project has been lifted and the contractor has affirmed their September 12 bid, allowing the contract to be executed. Michel George, Director of Facilities, reviewed the baseline-spending plan and indicated that actual construction should begin the first of February. The contractor (DPR Construction) believes they can

complete the project ahead of schedule, in an 18-20 month time frame. She affirmed that the Board will receive updates at each meeting.

Establishing the Level of Change Order Authority for Seminar II

Prior to action on Wednesday, Ms. Daley reviewed the staff recommendation to delegate authority to the President (or designee) to approve change orders for the construction of Seminar II until the cumulative total of change orders equals or exceeds 60 percent of the construction contingency fund.

Energy Conversation Update

Michel George reported that Evergreen has experienced a 24 percent overall drop in energy consumption from last year (a \$100,000 reduction in the first five months). Conversation efforts have taken a lot of work but have achieved these results by modifying systems, upgrading controls, altering timing of usage, etc.

Food Contract Update

Ms. Daley reviewed the goals of last year (getting good food, consistent with the campus needs, reasonably priced, campus support, with meal plan sales of 700 or more participants). In the first year of this three-year contract, the College agreed to pay Bon Appetit a management fee and to bear the risk of loss. Financial results to date are disappointing, with fewer meal plans and debit card sales than anticipated, resulting in a projected negative balance at the end of August of \$200,000. She reviewed short-term strategies (including adjustments to the student and to the faculty and staff plan and a mandatory freshman housing resident meal plan) and outlined plans to convene a food service funding disappearing task force to determine how best to assure long-term financial variability of food services.

Housing Update

Director of Housing Mike Segawa reviewed pressure points on the housing operation, which resulted in a negative account balance (primarily caused by difficulties in tracking and supervision and increased summer labor and supplies/equipment costs, coupled with a decrease in EF International School of English revenue). Favorable factors for recovery include: stable utility costs and occupancy rates, and projected income from a previously approved rate increase for 2002-03. He highlighted measures (planned for this year and beyond to replenish revenues), that will impact students, the most significant of which is the staff reduction in Technical support to residents. Funding for a Prime Time Advisor position will be transferred to the Student Affairs division to avoid further impacts to students. Mr. Segawa projected that with the measures outlined, Housing should have a positive cash balance within 18 to 24 months. He noted that the debt service on the bond should be entirely retired by 2009, that measures are being put into place to avoid an overspending situation in the future, and that new construction is four to five years away and is not impacted by this situation. President Purce expressed appreciation for the follow-up measures that Mr. Segawa has put into place.

Campus Radio Station (KAOS FM) Update

Vice President Costantino related that KAOS is a non-commercial radio station that is legally owned by the Board of Trustees and the President. Director of Student Activities, Tom Mercado, who is

also serving as the interim KAOS station general manager, noted that this month the radio station is celebrating its 29th anniversary (created in fall 1972, initiated by students and funded by S&A fees) and reviewed the history of community involvement with the campus radio station. In the student communications media policy, KAOS is described as *"a public access facility open for use by all citizens under the guidance and management of Evergreen students and staff."* This model has been in effect since 1977. KAOS was a student-run station until 1983, when a general manager was hired. The radio station is on the air 7 days a week, 22 hours a day, with the assistance of over 100 volunteers, many of whom are otherwise unaffiliated with the College. Broadcasts were all live until 1994, when a grant purchased a satellite dish, allowing the station to include national and syndicated programming. In 1999 the station secured a public telecommunications grant from the Department of Commerce to relocate the transmitter to Tumwater Hill, significantly expanding coverage. In addition to the general manager, there are two permanent staff and five student staff positions. Mr. Mercado commented on upcoming activities: finding a new general manager (in order to define a vision and begin to make long-term decisions about the station); a community forum to obtain feedback and reactions; and to continue to develop the student news director position. Dr. Costantino added that the radio station will be working to increase student involvement and to expand opportunities for student development.

KAOS staff assisting with the presentation were N. J. Progar, who reviewed aspects of her work as Development Director and provided information about station funding, contributors, fund-raising, and transitional issues; and the Training and Operations Manager, Donna DiBianco, summarized aspects of her role and responsibilities (advising, field supervisor for internships, engagement of and training of students).

Resource Plan for Fund Raising

Vice President Frank McGovern distributed and reviewed a draft resource plan for fund raising in which he proposes that the College and the Foundation utilize guidelines established by the National Association of College and University Business Officers; all contributions be directed to the foundation; implementation of an annual .5 percent management fee on a three-year rolling average of the fiscal year end market value of the endowment beginning June 30, 2002; implementation of a phased administrative fee on all contributions (January, 2002, July 2003, and July 2003); give consideration to donor sensitivity to fees; implementation of a fair arrangement for sharing fund raising costs. He outlined his plan to seek reaction/suggestions to these proposals. Trustees wondered whether they had a role to play in this proposal. After the feedback period, staff will continue to apprise and involve the Trustees as appropriate.

WEDNESDAY, JANUARY 9, 2002 MEETING

At 9:05 AM Chair Lane called the meeting to order. Vice President McGovern introduced the new College Advancement Operations Officer, Sharon Harrison.

Educational Planning Session – Financial and Legislative Update

Director of Governmental Relations Edie Harding provided an overview of the composition of the legislature and of the Governor's priorities for higher education (providing access to colleges by preserving increases in higher education enrollments; grant colleges and universities more tuition setting authority; and maintain state commitment to financial aid for low- and middle-income students). In regard to the state workforce, the proposal implements a 2.6 percent pay raise next

year; and increases the employee's share of health insurance costs. She also highlighted the transportation proposal and the civil service reform.

Executive Director of Operational Planning and Budget Steve Trotter reviewed the following with the Trustees: summary of the Governor's budget recommendation, pointing out the proposed elimination of 30 programs including the State Library; Governor's 2002 supplemental budget overview; Governor's economic stimulus package; recommendation summary for Evergreen; recommendation summary for the Higher Education Coordinating Board.

President Purce reviewed the creation and composition of a Planning and Budget Council, which will make a recommendation concerning the reductions or opportunities for resources by the middle of April.

The President provided an overview of statewide issues, setting the stage for the joint boards of trustees/regents meeting on January 17 when the conversation will be the critical concerns facing institutions and the policies that are critical for the state higher education system and the individual institutions. There was discussion regarding the need for thoughtful public policy related to higher education.

Ms. Harding discussed her handout regarding legislative strategy for the 2002 session and beyond, addressing how the goals for the session are being/will be implemented, and proposed individual Trustee contact with legislators.

Educational Planning Session – Enrollment Growth Issues

Vice President Costantino told Trustees that over the years Evergreen has been able to manage growth, with an approximate cushion of 100 students above the level budgeted. The long-range enrollment growth, set at 5,000 students by the year 2010, was arrived at largely due to market assumptions. Vice President Daley reviewed some of the key points of public policy/public budget policy issues that have influenced institutions and growth (including the need to serve placebound students, the decision to support branch campuses to serve upper division and graduate level students, a broad call for expansion of access, a focus on "quality," setting of enrollment lids and shifting tuition revenue to the institutions). Associate Vice President Steve Hunter informed the Board that assumptions made when the growth plan was formed in 1995 are no longer valid and that the assumptions for out-of-state enrollment have not materialized. Areas targeted for growth were part-time studies, Tacoma, graduate programs, as well as growth in the full-time undergraduate student body. He suggested that these decisions need to be revisited. He reviewed some things that have been done in response to changing conditions. Budget Director Steve Trotter spoke about how budget cuts, enrollment growth and tuition play into costs. He observed that from the period of the 1985-86 educational cost study (conducted every four years) to the last cost study in 1997-98, Evergreen's student enrollment growth increased 42 percent and costs rose 15 percent. Comparing the 1993-94 study to the 1997-98 cost study, enrollments grew by 14 percent; the direct costs grew by 11 percent; and the indirect costs remained even. In spite of the reduction in costs, Evergreen is still about \$1,000 more expensive than the average of the regional institutions. Provost Enrique Riveros-Schäfer summarized the main challenge facing Evergreen in the current environment in the State of Washington: the need to do much more with fewer resources. He identified and described specific challenges and some potential ideas and needs for responding to these challenges.

Some things which need to occur in order for a recommendation regarding growth to be formulated include: an educational cost study; decisions the State will make regarding enrollment; assessments of targeted growth areas and developing a non-resident strategy.

RECESS FOR LUNCH

At 1:25 PM, the Board meeting was reconvened by Acting Chair Flemming, who recognized the presence of former Trustee Vagmayi, just back from her studies in Ireland.

PRESIDENT'S REPORT

Reports from Representatives

Alumna Representative Bonnie Marie mentioned the Alumni Board is (1) shifting focus from activity oriented things to serving the college in areas of recruiting and admissions; (2) making efforts to connect with the Tacoma Chapter; and (3) exploring forming an official chapter in Seattle. She pointed out that a record number of survival kits were sold, with proceeds going toward alumni scholarships. Staff Representative José Dominguez commended Evergreen's basketball team and coaches for a winning season, citing this activity as one of the good things happening on campus that doesn't get enough attention in the community. He made the Board aware of staff concern about the delay in the classified pay increases in the Governor's budget and the increased shift of health care costs to employees. He expressed concern about enrollment growth without corresponding plans to increase support staff to fulfill those needs. Faculty Representative Sonja Wiedenhaupt reported on the appointment of and discussion surrounding the hiring status of the two dean positions: the new curriculum dean will be Tom Wolmendorf; the search has been reopened for the faculty hiring dean.

College Advancement Update

Vice President McGovern distributed a map showing areas of concentration of Evergreen alumni, pointing out that 64% of the 25,000 alumni live on the West Coast (52% live in Washington; 22% live in the greater Olympia area); 20% live on the East Coast (in the Washington, D. C., New York City and Boston corridor); and 15% live in the rest of the nation (with the highest concentration in Denver and Chicago). Strategies are being developed to keep alumni engaged and to recruit students in areas of highest concentration. He also distributed a Foundation comparative report by fund (FY 2001 with 2002), noting that the amount of staff, faculty and student giving is up from the same time last year.

First Amendment Forum – Edie Harding reviewed plans for the First Amendment Forum on April 29. Speakers include Ken Paulson, Senior VP from the Freedom Forum, and Aaron McGruder, the cartoonist who writes The Boondocks cartoon strip. Seminars will address issues of civil disobedience, harassment, patriotism, censorship, the role of the media, etc.

President's Report

President Purce mentioned his attendance at the memorial service for long-time faculty member Craig Carlson, who died while vacationing in Costa Rica, and plans for an on-campus memorial on January 25.

Rita Sevcik, who has served as recording secretary to the Board and administrative assistant to the President since 1969, announced her intention to retire in early July, 2002.

RESOLUTION RECOGNIZING STEVE HUNTSBERRY - Action

Trustee Roloff read a resolution recognizing the term of Staff Representative Steve Huntsberry.

Motion Ms. Roloff moved approval of Resolution 2002-01, recognizing Steve Huntsberry's
1-01-02 term as Staff Representative to the Board of Trustees. Seconded by Mr. Rossman and approved.

AMENDMENT TO DELEGATION OF AUTHORITY RESOLUTION - Action

Ms. Daley reviewed the recommended changes to the delegation of authority resolution which adjusts the dollar thresholds to reflect rising costs for capital projects but does not modify the section related to change orders.

Motion Ms. Roloff moved approval of attached Resolution 2002-02 (and rescinding
1-02-02 Resolution 97-10) raising the dollar thresholds for Board approval of:

- Final design of major capital projects (\$1,000,000) Section 16
- Contract awards for A&E consulting (\$250,000) Section 17
- Construction projects not previously reviewed by the Board
as part of the regular budget cycle (\$100,000) Section 22 (renumbered)
- and modifying the change order language in Section 18 to allow the Board to establish a different dollar threshold for change order delegation on specific contracts.

Seconded by Mr. Long and approved.

ESTBLISHING CHANGE ORDER AUTHORITY FOR SEMINAR II - Action

Vice President Daley told the Board that because of the magnitude of the Seminar II construction project, staff propose that the Board establish an initial change order "ceiling" of 60 percent of the established contingency fund. If this ceiling is reached, the Board would then approve any further change orders or authorize additional change order authority within a specified dollar amount. She assured the Board that they would receive regular updates on the status of construction of this major new building

Motion Ms. Roloff moved approval to delegate authority to the President (or designee)
1-03-02 to approve change orders for the construction of Seminar II until the cumulative total of change orders awarded equals or exceeds 60 percent (\$918,958) of the construction contingency fund established for the project. Any change orders after that threshold has been reached would require either (1) Board approval or (2) Board delegation of a revised "ceiling" for change order activity. Seconded by Mr. Lamb and approved.

CHAIR'S REPORT

APPROVAL OF MINUTES – Action

Motion Mr. Rossman moved approval of the minutes of the meetings of November 14 and
1-04-02 November 26, 2001 as distributed. Seconded by Mr. Lamb and approved.

Student Trustee Report

Student Trustee Jaime Rossman reviewed his activities since the last Board meeting (meeting with Director of Housing regarding gauging student sentiment regarding the issue of selling cigarettes in the housing student store; setting a time to meet with students on the Tacoma campus; arranging to speak in classes to get students more informed about governance and options for participation; participation in meetings regarding the campus radio station; and discussions regarding student representation on the Foundation Board. His goals for this quarter are to meet with every core class to speak to students and to visit all of the out-of-Olympia programs.

He invited several students to talk with the Board regarding what they are doing on campus and how those activities align with their educational goals. Trustees heard from students Deanna Lynch (who plans to apply to medical school); Michael Ficker (who plans to seek a position in scientific programming); Erin Sloan and Nigel Jett, who discussed issues in housing (both are student staff in housing) and issues of concern (such as lack of a technology fee) and things that the college is doing well. Trustees were grateful for the opportunity to hear from students and will look forward to continuing this practice.

Chair's Report

The Acting Chair reminded Trustees of the January 17 Joint Boards meeting.

PUBLIC COMMENT, DATE OF NEXT BOARD MEETING AND ADJOURNMENT

Community member Sandy Mayes (who described herself as an avid listener and supporter of the campus radio station) addressed the Board providing her perspective regarding KAOS issues, specifically the *Democracy Now* program, and concerns regarding representation on the search committee for the KAOS general manager.

The date of the next regular meeting was confirmed for Wednesday, March 13, with an educational/planning session on March 12 (in Tacoma).

The meeting adjourned at approximately 2:40 PM.


Karen E. Lane, Chair

/s/ Deborah J. Barnett
Deborah J. Barnett, Secretary

Attachment: Resolution 2002-01 recognizing Steve Huntsberry
Resolution 2002-02 DELEGATING THE BOARD'S POWERS AND DUTIES

RMS