

MEETING OF THE BOARD OF TRUSTEES
OF THE EVERGREEN STATE COLLEGE

Thursday, December 8, 1977
The Evergreen State College Campus
Daniel J. Evans Library, Room 3112

Trustees Present: Wesley E. Berglund
Herbert D. Hadley
Halvor M. Halvorson
Janet P. Holmes

Staff Present: Walker Allen, Registrar
Judy Annis, Director of Information Services
Dean Clabaugh, Administrative Vice President
George Dimitroff, Faculty (seated at Board table)
Les Eldridge, Assistant to the President
Daniel Evans, President
Rita Grace, Recording Secretary
Will Humphreys, Academic Dean
Ken Jacob, Director of Housing
Rindy Jones, Affirmative Action Officer
Rob Knapp, Assistant Academic Dean
Ed Kormondy, Vice President and Provost
Bill Robinson, Budget Officer (seated at Board table)
Mack Smith, Security Chief
Pete Steilberg, Director of Recreation and
Campus Activities
Ernest Thomas, Director of Educational Support Services
Dan Weiss, Assistant Director of Facilities
Bill Winden, Assistant Academic Dean
See permanent roster for others attending.

Others Present: Jon Collier, CAB Phase II Design Team architect
Donna Hayes, Student (seated at Board table)
Richard Montecucco, Assistant Attorney General
Alice Watts, The Daily Olympian
See permanent roster for others attending.

TO ORDER AND APPROVAL OF MINUTES - Action

The meeting was called to order at 10:37 AM by Chairman Hadley.

Mr. Halvorson moved approval of the minutes of the November 10,
1977 meeting as submitted. Seconded by Mr. Berglund and passed.

PRESIDENT'S REPORT

CAB II Design

Jon Collier, architect, reported on progress on plans for College Activities Building, Phase II design, including a presentation regarding planning considerations, user considerations, building considerations, and next steps.

Mr. Collier's group, which is working with several academic programs and a handicapped student, will issue a written report shortly, and will begin developing schematics in the winter quarter.

IC HEARINGS: CAMPUS PARKING AND TRAFFIC REGULATIONS and POLICY FOR
FINANCIAL OBLIGATION OF STUDENTS

The Board convened a public hearing at 10:55 AM to consider changing the hours of enforcement of Evergreen's parking policy and clarifying the financial obligation of students' policy.

Mr. Halvorson, in accordance with Administrative Procedures Act requirements, moved approval of revision to the campus parking and traffic regulations policy (WAC 174-116-105) per the attached. Seconded by Mr. Berglund and passed.

Mr. Berglund, in accordance with Administrative Procedures Act requirements, moved approval of revisions to the policy relating to financial obligations of students as amended (WAC 174-162-300) per the attached. Seconded by Mrs. Holmes. [Amended section then reads: "Students who have not paid the full amount of tuition and fees . . . and rebilled for ((one-half)) the balance of the original tuition and fee charge."] The motion passed.

At 11:10 AM the hearing ended and the regular meeting resumed.

SIDENT'S REPORT - continued

Curriculum Plans for 1978-79

Assistant Academic Dean Rob Knapp reviewed the 1975 long-range curriculum DTF recommendations and discussed their incorporation in next year's curriculum. He also discussed Evergreen's responsiveness to Southwest Washington, improved faculty liaison with the admissions office, and other aspects of the academic programs.

Assistant Dean Bill Winden discussed part-time studies for next quarter, efforts to get faculty together with counterparts in the local high schools, and faculty willingness to lecture in high schools.

Strike Contingency Policy

Les Eldridge indicated that the strike advisory group has transmitted its final recommendations to President Evans. The group recommends a widely representative DTF be called to review its report.

Initial Meeting of the Evergreen Council

Mr. Eldridge mentioned that the newly formed Evergreen Council first met December 7.

Dedication of Communications Building

Mr. Kormondy discussed plans for dedication of the Communications Building during the week of May 22; the dedication will include a festival of student productions and performances.

Presidential Inauguration

Mr. Clabaugh reported on initial plans for inauguration of Evergreen's second president on Sunday, February 26.

Medic I Unit on the Evergreen Campus

Mr. Clabaugh reported that the Thurston County Emergency Medical Services Advisory Board (advisory to the County Commissioners) last year recommended the elimination of Evergreen's Aid 9 emergency van (serving not only our campus but the entire fire district) and that the money be used to upgrade the Tumwater unit. Recently the County Commissioners acted upon that recommendation eliminating Evergreen's unit effective January 1. Trustees directed that efforts be made to secure a public hearing regarding this decision.

Costs of College at 4,000 Students

President Evans indicated that the Council for Postsecondary Education staff will present an outline for the Evergreen study at the next CPE meeting. Bill Robinson handed out and discussed projected costs per student involved (1) assuming Evergreen had 4,000 students this year, and (2) using Evergreen's current enrollment with a modest growth rate to the 4,000 level. Both approaches demonstrate that when Evergreen's enrollment reaches 4,000, its cost-per-student will be very close to the three regional universities.

History, Current Status, and Direction of the Affirmative Action Program

Rindy Jones outlined the objectives and commitments of the affirmative action program and discussed in detail Evergreen's annual affirmative action report. Mr. Halvorson requested that Ms. Jones provide a report which expands the basic report to include certain originally excluded categories: deans, adjunct and visiting faculty, and those on sabbaticals.

Mr. Halvorson asked Ms. Jones for suggestions for meeting Evergreen's goal for Third World students. Both Ms. Jones and Stone Thomas responded, stressing the need for cooperation and commitment.

TRANSCRIPT POLICY AND FEE PROPOSAL - Action

Mr. Clabaugh informed the Trustees that Walker Allen had called a DTF as a result of discussion at the last meeting regarding transcript fee charges. Mr. Clabaugh requested approval of a fee charge up to \$5 (unless a per-page charge is less), contingent upon full or partial S & A funding.

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7-58

Mr. Halvorson moved (1) approval of the establishment of a fee for transcripts, effective January 1, 1978, up to \$5.00, contingent upon full or partial Services and Activities funding, unless the per-page charge of \$1.00 is less. Any fee for each transcript shall be paid prior to release of the transcript. The fee for reproduction of any individual documents from a student's file shall be \$1.00 per page. In compliance with the Family Educational Right of Privacy guidelines, transcripts from other colleges or universities may not be copied since they are available from the original source; (2) repeal of Motion 72-40 adopted June 8, 1972 which established a new budget code for transcripts and portfolios to which \$1.00 per student per quarter was allocated from Services and Activities fees. Seconded by Mrs. Holmes and passed.


ATE OF NEXT MEETING, EXECUTIVE SESSION AND ADJOURNMENT - Action

The date of the next meeting was set for January 10, but was subsequently changed to January 27. The February meeting was set for Saturday, February 25, in conjunction with the presidential inauguration on the 26th.

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Mr. Halvorson moved to convene in executive session to consult with legal counsel regarding a personnel matter. Seconded by Mr. Berglund and passed.

The meeting was adjourned at 2:20 PM.


HERBERT D. HADLEY, Chairman


ROBERT J. FLOWERS, Secretary

Attachments

SECTION

WAC 174-116-125 VALID PARKING PERMITS REQUIRED. All privately
ed motor vehicles parked or left standing unattended anywhere in
as covered under the scope of this policy are required to display a
rently valid Evergreen parking permit during the hours of 8:00 AM
4:00 PM, Monday through Friday, and at such other times as the
lege may designate.

NEW SECTION

WAC 174-162-300 COLLECTION AND APPEAL. As an Institution of Public Higher Education administering public funds, the College has the responsibility to exercise due diligence in the collection of its outstanding accounts. To this end, the following policy is adopted:

(1) Tuition and fees are payable by the sixth day of the quarter. Students who have not paid tuition and fees or made firm arrangements for their payment by the sixth day of instruction will be disenrolled. If 50 percent or more of tuition and fees has been paid the student will be considered enrolled until the thirtieth calendar day of instruction. All other charges presented on accounts receivable statement forms are due and payable on the tenth of the month in which charges were recorded. Charges that are not paid when due are considered delinquent and as such are subject to interest and penalty charges.

(2) Every student has the right to appeal a decision to assess any fee, fine, charge, debt or other financial obligation to the College as long as the appeal is made within ten days after the notice of assessment. The appeal must be in writing and directed to the budgetary unit head of the unit assessing the charge(s) in question. The budgetary unit head receiving the appeal must respond to the appeal within ten days of the date of the appeal. If the appeal is denied and the student has not resolved his or her financial obligation to the College within ten days after the response to the appeal, the College may take the action authorized by WAC 174-162-310. If the student is still in disagreement with the decision, he or she may initiate COG mediation procedures as long as those actions are started within ten days after the response to the appeal.

(3) Charges 60 days delinquent will be turned over to Accounts Receivable for collection action.

(4) In the event an account becomes 90 days delinquent all facilities on campus will be notified to cancel all credit privileges for the account and the Registrar will be advised to withhold the student's transcript and registration privileges.

(5) In the event an account becomes 120 days past due it will be turned over to the collection agency for collection and/or legal action if appropriate.

NEW SECTION

WAC 174-162-310 WITHHOLDING DEGREES AND TRANSCRIPTS. Admission to or registration with the College, conferring of degrees and issuance of academic transcripts will be withheld for failure to meet financial obligations to the College.