

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

Thursday, February 14, 1980
The Evergreen State College Campus
Daniel J. Evans Library, Room 3112
Olympia, WA

Trustees Present: Wesley E. Berglund
Robert J. Flowers
Herbert Gelman
Herbert D. Hadley
Jane B. Sylvester

Staff Present: Walker Allen, Registrar
Mike Bigelow, Budget Officer
Dave Carnahan, Associate Dean of Library Services
Les Eldridge, Director of Community Relations and
Assistant to the President
Dan Evans, President
Rita Grace, Recording Secretary
Will Humphreys, Academic Dean
Doris McCarty, Bookstore Manager
Judy McNickle, Director of Information Services
Mack Smith, Security Chief
Gary Russell, Campus Security Lieutenant
Stone Thomas, Director of Educational Support Services
Dave Wallbom, Director of Facilities
Sue Washburn, Director of Development
Ken Winkley, Business Manager
See permanent roster for others attending

Representatives Ann Brown, Staff
to the Board Bob Butts, Alum
Present: James Garey, Student
Maxine Mimms, Faculty

Others Present: Ed Arnone, The Daily Olympian
Edie Kaufman, ACE Fellow
Pippa Coiley, Student (Evergreen Council)
Richard Montecucco, Senior Assistant Attorney General
Bob Sellers, Community (KAOS Advisory Board)
See permanent roster for others attending

CALL TO ORDER, INTRODUCTION OF NEW STUDENT REPRESENTATIVE, AND PRESENTATION TO
GARY RUSSELL

The meeting was called to order by Chairman Flowers at 10:52 AM. James Garey, appointed to serve as student representative to the Board replacing Marissa Zwick was introduced.

Chairman Flowers presented a certificate from the Department of Emergency Services to Gary Russell for satisfactory completion of the Nuclear Accident Incident course.

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RESOLUTION HONORING DEAN E. CLABAUGH - Action

President Evans expressed the College's sense of loss at the death of Dean E. Clabaugh, Vice President for Business, and the College's first employee.

Motion
80-1

Mr. Hadley moved approval of Resolution 80-1, entitled "Resolution of the Board of Trustees of The Evergreen State College Honoring the Life and Service of Dean E. Clabaugh." Seconded by Mrs. Sylvester and pass unanimously.

Chairman Flowers expressed appreciation to Mike Bigelow for his eulogy of Dean Clabaugh. Ardie Clabaugh was present and briefly addressed the Board. President Evans and the Trustees expressed their sorrow to Mrs. Clabaugh and asked her to remain a part of the Evergreen family.

APPROVAL OF MINUTES - Action

Motion
80-2

Mr. Hadley moved approval of the minutes of the December 13, 1979 meeting as submitted. Seconded by Mr. Gelman and passed.

REVISION TO KAOS-FM POLICY - Action

Bob Sellers, community member of the KAOS Advisory Board, was present to discuss the proposed revisions to the Radio Station KAOS-FM policy and to respond to questions.

President Evans mentioned receipt of a \$6095 grant from the Saul Haas Foundation for equipment purchase for the radio station. This grant will allow stereo operation. KAOS is also working on a grant to extend coverage into the Grays Harbor area.

The Saul Haas Foundation is also funding a \$1500 scholarship for advanced study in the communications field.

Trustees expressed areas of concern.

Motion
80-3

Mrs. Sylvester moved approval of revisions to EAC 174-163-200 through -220 (attached), relating to Radio Station KAOS-FM policies as presented, with the following modification to EAC 174-163-211

- (2) (a) All meetings will be announced by the secretary via KAOS, the Information Center, the Happenings bulletin, the Cooper Point Journal, and written notices shall be mailed to the last known address of each committee member at least seven days prior to the meeting.
- (c) All meetings will be open to the public, except when it pertains to a personnel matter.

Seconded by Mr. Hadley and passed.

PRESIDENT'S REPORT

Development Office Phon-a-thon (Washburn)

Sue Washburn reported on the volunteer efforts of students, staff, alumni, and faculty as part of the Development office's fund-raising venture, a three-week phon-a-thon effort.

Evergreen Council Representation (Pippa Coiley)

President Evans introduced Pippa Coiley, student moderator of the Evergreen Council for fall quarter, and complimented her for the job she had done as moderator in giving direction to the efforts of the Council. Pippa Coiley distributed a position paper dated May 24, 1979 and developed by the Study Group on Student Participation in Decision-making, a component of last spring's symposium. The goal set last spring was to review, revise and implement the proposal this year. Ms. Coiley reviewed principal goals of the paper, discussed the structure and function of the Student Information Network, the Evergreen Council, the Information Center and possible revisions to the governance document.

Report of Alumni Association (Butts)

Bob Butts, president of the Alumni Association, discussed the goals, organizational structure, membership and activities of the Alumni Association. Mr. Butts invited Trustees to the legislative reception to be held at the President's Residence on February 25. He expressed appreciation for the excellent staff support given the Association.

President Evans mentioned the support alumni have offered at recent admissions open houses.

Vehicle Usage (Wallbom)

Dave Wallbom informed the Trustees of the College's efforts in responding to the twenty percent reduction in passenger vehicle mileage ordered by the Governor.

Monthly Budget Summary (Bigelow)

Mike Bigelow discussed the bar and line graph summary report of budget, expenditures and variance of budgeted operating programs July 1, 1979 through January 31, 1980 for programs 010 - 090, mentioning the expenditure plan for program 100, sponsored research, will be amended to reflect the recent grant from Control Data Corporation.

Admissions Statistics (Evans)

President Evans discussed spring and fall 1980 admissions statistics mentioning it was a year ago that the supplemental admissions form was eliminated. He also pointed out that last year a new program in Port Angeles, a second program in Vancouver and a teacher certification program were implemented. Arnaldo Rodriguez joined the Trustees in the afternoon to respond to specific questions.

Control Data Corporation Grant (Aikin)

President Evans commented on the excellence of the College's computer operation, mentioning that last year Evergreen was named one of nine exemplary institutions in academic computing in the country.

John Aikin discussed the background and activities of the \$157,270 grant received from (and solicited by) Control Data Corporation to explore the feasibility of devising a general purpose computer programming language simulator for PLATO, Control Data's computer-assisted learning system. During the past year the computer staff developed a complete self-paced course at Evergreen to teach the BASIC computer language using the PLATO system. The equipment purchased under the grant will become property of the College after the grant terminates in June, 1981. Mr. Aikin stated that three similar proposals have been made to Control Data; funding is still pending.

Legislative Report (Eldridge)

Les Eldridge reported that (1) Evergreen's capital budget had passed from the House to the Senate and that an amendment sponsored by Representative Keller added \$108,000 in operating funds for 50 additional full-time students for next year. Those funds are contingent on OFM approval. (2) HB 1724, to fund the 1 1/2 percent faculty salary increase authorized last June but unfunded, passed the House Appropriations Committee and is now on the second reading calendar in the House.

President Evans commended Les for his superb efforts in challenging the Legislature to consider more money for increased enrollment.

RECESS AND ORGANIC FARMHOUSE DISCUSSION

The Trustees recessed at 12:15 PM for lunch and a visit to the Organic Farmhouse for the dedication ceremonies and reconvened the regular meeting at 2:15 PM.

Dave Wallbom discussed the caretaker arrangement for the Organic Farmhouse and indicated that funds allocated for completion of the Farmhouse totaled \$120,000. Trustee Sylvester complimented Dave Wallbom for expediting completion of the Organic Farmhouse.

SELECTION OF DESIGN CONSULTANT FOR THE ATHLETIC FIELD - Action

Dave Wallbom discussed the details of the athletic field project (funded at \$328,000 for Phase I); the initial construction phase will include a drain system, electrical conduit, soil testing, and top grading. Four finalists were selected from a field of twenty-four applicants. Mr. Wallbom mentioned that the Board of Trustees has the option of concurring or rejecting top finalists rated by the Division of Engineering and Architecture. The staff recommended selection of Lee and Associates.

Motion
80-4

Mr. Berglund moved approval of a contract with Lee and Associates of Seattle as design consultant for design development, planning, and partial construction supervision for the athletic field project. Seconded by Mr. Hadley and passed.

Mr. Berglund indicated interest in seeing the project in schematic form and asked to be involved on behalf of the Board.

REVISION TO PARKING POLICY - Action

The staff recommended revision to the parking policy to increase parking fees to handle future parking operations. A public hearing is required.

Motion
80-5

In accordance with Administrative Procedures Act requirements, Mr. Gelman moved to submit notice for a public hearing at the April meeting to consider revision to WAC 174-116-115 (1) and (2) relating to parking. Seconded by Mr. Berglund and passed.

REVISION TO THE FINANCIAL OBLIGATION OF STUDENTS POLICY REGARDING EXIT INTERVIEW - Action

The staff recommended revision to the financial obligation of students policy to require that students with a National Direct Student Loan participate in an exit interview.

Motion
80-6

In accordance with Administrative Procedures Act requirements, Mr. Berglund moved to submit notice for a public hearing at the April meeting to consider amendment to the financial obligation of students policy (WAC 174-162-330) relating to exit interviews. Seconded by Mr. Gelman and passed.

CONSIDERATION OF REVISION TO SICK LEAVE POLICY & NEW POLICY REGARDING COMPENSATION FOR UNUSED SICK LEAVE - Action

Rita Cooper discussed two proposals regarding sick leave brought about by 1979 changes in (1) State Employee's Insurance Board reduction of long-term disability insurance to 90 days, and (2) the Legislature's provision for exempt personnel to receive compensation for unused sick leave.

The first proposal would be an amendment to EAC 174-112-460 (4) providing for 210 calendar days sick leave at full pay for faculty and exempt staff; and then after an open enrollment period, 90 days sick leave. The word "calendar" was inserted in the policy at Mr. Gelman's suggestion.

The second proposal would provide an opportunity for exempt administrators to claim compensation for unused sick leave.

Motion
80-7

In accordance with Administrative Procedures Act requirements, Mr. Gelman moved to submit notice for a public hearing at the April meeting to consider a new policy (WAC 174-112-465) regarding compensation of unused sick leave for exempt administrators. Seconded by Mrs. Sylvester and passed.

At the same time the Board will consider amendment to EAC 174-112-460 (4) relating to sick leave for faculty and exempt personnel.

RESOLUTION PROVIDING FOR EXEMPTION OF CERTAIN PERSONNEL FROM THE CLASSIFIED SERVICE - Action

The staff recommended adoption of Resolution 80-2, which updates a 1969 list of employees exempted from the classified service. Rita Cooper responded to questions.

Motion
80-8

Mr. Berglund moved approval of Resolution No. 80-2, entitled "Resolution of the Board of Trustees of The Evergreen State College providing for the exemption of certain personnel from the classified service." Seconded by Mrs. Sylvester and passed.

OTHER BUSINESS, ANNOUNCEMENTS AND INFORMATIONAL ITEMS

Herb Gelman was encouraged to attend the April 13 - 15 Association of Governing Boards conference in Washington, D. C.

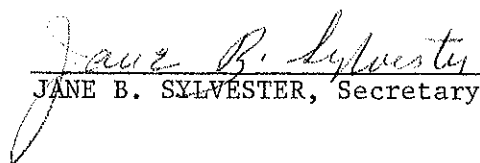
Bob Butts announced an alumni-sponsored small business seminar on March 1.

DATE OF NEXT MEETING AND ADJOURNMENT

The dates of the March and April meetings were set for March 13 and April 17.

The meeting adjourned at 3:30 PM.


ROBERT J. FLOWERS, Chairman


JANE B. SYLVESTER, Secretary

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Attachment

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 80-1

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
HONORING THE LIFE AND SERVICE OF
DEAN E. CLABAUGH

WHEREAS, Dean E. Clabaugh, first employee of The Evergreen State College, while serving as first interim executive director, Business Manager, Administrative Vice President and Vice President for Business, contributed selflessly to the beginning of The Evergreen State College, and

WHEREAS, Dean E. Clabaugh's sense of judgment and superb administrative abilities have shaped the course of Evergreen's achievements since December 15, 1967, and

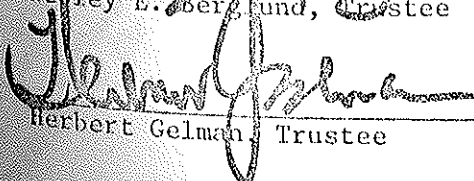
WHEREAS, generations of students will benefit from Dean's devoted efforts as administrator, colleague, and teacher;


THEREFORE BE IT RESOLVED that the Board of Trustees express their deep gratitude for their association with him and express, too, their deepest sympathy to the family of Dean E. Clabaugh;

AND BE IT FURTHER RESOLVED that The Evergreen State College continue pursuing the standards of excellence and achievement to which he was devoted.


Robert J. Flowers, Trustee


Wesley E. Berglund, Trustee


Herbert Gelman, Trustee


Herbert D. Hadley, Trustee


James B. Sylvester, Trustee


Daniel J. Evans, President

Dated this fourteenth day of
February, 1980

THE EVERGREEN STATE COLLEGE
Olympia, Washington

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~~September 12, 1979~~

REVISED DRAFT
REVIEWED BY THE
KAOS ADVISORY COMMITTEE
~~11-17-79~~ 12-10-79

EAC 174-163 Student Publication and Broadcasts

Radio Station KAOS FM

EAC 174-163-200 Licensing

KAOS is licensed by the Federal Communications Commission to the Board of Trustees of The Evergreen State College.

EAC 174-163-210 Administration AMENDED SECTION

The President of The Evergreen State College is the agent of the Board of Trustees and is responsible to the Board for assuring that the station operates in the public interest and in accordance with the laws of the State of Washington, the regulations of the Federal Communications Commission, and the operating policies of The Evergreen State College.

EAC 174-163-211 KAOS Advisory Committee NEW SECTION

(1) The President shall appoint a KAOS Advisory Committee, which shall provide general guidance, counseling, and assistance to the Station Manager and staff of KAOS regarding the operation of the station.

(a) The membership of the KAOS Advisory Committee shall consist of nine persons:

One member shall be a professional broadcasting representative

Two members shall be from the College staff or faculty

One member shall be from the College academic administration

Two members shall be Evergreen students

Three members shall be from the Olympia community, two of which shall be current KAOS subscribers

The Station Manager, the Budget Unit Head and a representative selected by the station volunteers shall be ex-officio members

The KAOS Advisory Board will meet Tuesday, January 8, to consider further minor revisions to the policy.

- (b) KAOS Advisory Committee members shall serve three year terms.
Appointments will be staggered with the intent that no more than
three members shall be new to the Committee at any given time
- (c) Each quarter the KAOS Advisory Committee shall select from its
membership a chairperson and a secretary.
- (d) Duties of the chairperson
- prepare agendas
 - call and facilitate meetings
 - act as spokesperson for the KAOS Advisory Committee
 - act as liaison with the President and the Board of Trustees
- (e) Duties of the secretary
- announce meetings
 - notify KAOS Advisory Committee members of meetings
 - record meeting minutes
 - publish approved meeting minutes

- (2) Regular KAOS Advisory Committee meetings shall be held once each month.
Additional meetings may be called at the request of the chairperson,
the Station Manager or by the request of any two Advisory Committee
members.

- (a) All meetings will be announced by the secretary via KAOS, the
Information Center, the Happenings bulletin and the Cooper Point
Journal. *and mailing to the last known address of each*
In the case of emergency meetings, every effort will
be made to publicize the meeting. *Committee members at least 7 days prior to the meeting*
- (b) A quorum of five members of the Committee shall be present to
conduct business.
- (c) All meetings will be open to the public, except when the Committee
considers the meeting should be closed. *it pertains to personnel matter.*
- (d) The Committee will try for consensus in decision making. If a
consensus is not reached on the first try, the Committee will

discuss the issue and attempt to reach consensus again. If a consensus is not reached on the second try, the Committee will discuss the issue again, a vote will be called and a simple majority vote of the currently appointed Committee will decide the issue.

(e) At the end of Committee discussion on individual agenda items, time will be given for comments from others present.

(f) After being approved by the Committee, meeting minutes will be posted at KAOS Radio and the Information Center. One copy will be kept in the Advisory Committee files and one copy will be forwarded to the President.

(3) The KAOS Advisory Committee shall appoint, and, if and when necessary, terminate the Station Manager.

(a) The Station Manager must be a registered Evergreen student, and the position a recognized academic internship.

(b) The KAOS Advisory Committee will determine the opening and closing dates for accepting applications for the Station Manager. The deadline for application should be three weeks from announcement and a decision of appointment should be rendered no later than two weeks after the closing date.

(c) Any member of the KAOS Advisory Committee may initiate a call of confidence for the Station Manager. Every effort will be made to have all Committee members present at the meeting. Following discussion at an announced meeting, a consensus will be called for as in 2 (d). A decision of no confidence opens the position for new applications. A temporary appointment (maximum 45 days) may be made by the Committee.

(d) The Station Manager shall have immediate responsibility for the day-to-day operation of the station, including personnel management, programming and assignment and operation of equipment.

- (4) The KAOS Advisory Committee shall exercise veto power over the selection of the Chief Engineer.

EAC 174-163-220 KAOS Program Policy

(1) Objectives

- (a) To broadcast programs of an educational, informational, cultural or entertaining nature. Special attention shall be given to programs originating on the college campus and to communication or information about college affairs.
- (b) To provide an additional alternative communications source sincerely dedicated to the needs and interests of the community.
- (c) To open previously closed airwaves to as many people as possible, making real community involvement in programming of the utmost importance.

(2) Programming Restrictions

All programming must comply with the laws of the United States and the State of Washington, the regulations of the Federal Communications Commission, the rules and regulations of The Evergreen State College and this operating policy.

(3) Programs of Controversial Issues

As a part of its public service responsibilities, KAOS may broadcast matters which are "controversial." In treating controversial issues, KAOS will attempt to present all points of view, and in doing so, will actively seek balance and fairness by inviting representatives of responsible groups to express contrasting viewpoints (in the same programming block, if possible).

(4) Editorials

KAOS will present no station editorials.

(5) Commentary

Guest commentary may be broadcast as opinion, provided it is made clear that it is opinion, and the speaker is identified by name. Guest opin-

ions will be identified as those of the speaker, and not of the station.

(6) Libel and Slander

Program content may be reviewed and modified in advance to avoid libel or slander and to assure compliance with the laws of the United States, the State of Washington, the rules and regulations of the Federal Communications Commission The Evergreen State College and with station policies.

(7) Fairness Doctrine

Much of the material relating to fundamental, common-sense rules of fair play in broadcasting has been codified into law and/or Federal Communications Commission regulations, specifically and particularly in the FCC Fairness Doctrine. KAOS's programming will meet FCC requirements for consideration of public issues. Any group permitted to use KAOS facilities must comply with the doctrine within the program time.

KAOS adheres to the tenets and spirit of the Doctrine and, far from seeking clever ways to circumvent it, frequently goes beyond its dictates in program policy decisions.

(8) Equal Time

If a legally qualified candidate for public office is given air time on KAOS, the station will extend equal opportunity to all other legally qualified candidates for that office.

(9) Pre-recording

The President and/or Station Manager may require locally produced spoken word program segments, such as panel discussions, interviews, speeches, commentaries, and humor presentations to be pre-recorded for later broadcasting. Such pre-recording shall be done sufficiently in advance of air time to allow for such editing as may be necessary.

The operating staff will be selected from members of the Evergreen community on a trial basis subject to the approval of the Station Manager.

(2) Assignment of Facilities and Equipment

Assignment of facilities and equipment for program production of on-the-air broadcasting will be made by the Station Manager or Program Director.

(3) Security

Security precautions shall be taken so that no unauthorized persons can broadcast.

(4) Handling of Equipment

All equipment in the KAOS area must be handled exactly as prescribed by the Station Manager of KAOS. Damage caused through wanton disregard for equipment or by negligence will be charged to the individual responsible.

(5) Implications of Institutional Representation

The Evergreen State College sets as a high goal the pursuit and dissemination of truth. As contrasted with simple facts, truth in human relationships is not the sole possession of one individual or one group. It is typically shared by others of equal knowledge and equal wisdom who hold differing views. It follows, then, that if KAOS is to be a worthy representative of an institution dedicated to the discovery and dissemination of truth, it cannot grind fine the views of any one individual or group to the exclusion or suppression of others.

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 80-2
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
PROVIDING FOR THE EXEMPTION OF CERTAIN PERSONNEL
FROM THE CLASSIFIED SERVICE

WHEREAS, Chapter 36, Laws of 1969, 1st Ex. Sess. (the State Higher Education Personnel Law) provides for exemption of certain categories of employees from the classified service:

NOW, THEREFORE, BE IT RESOLVED, That the following general criteria be, and hereby are, established for designation of categories of employees exempt from the classified service:

Responsibility for determining College policy
Responsibility for academic instruction
Responsibility for student counseling
Responsibility for professional research
Service as principal assistant to a senior College official
Part-time or temporary employment
Consultative employment under contract
Student employment;

and

BE IT FURTHER RESOLVED, That employees in positions listed below be, and hereby are, exempt from the classified service; and

BE IT FINALLY RESOLVED, That intent, rather than the precise title of any position, shall govern in any interpretation of this resolution:

1. President
2. Vice Presidents:
 - a. Vice President and Provost
 - b. Vice President for Business
3. Deans and Directors responsible for instructional programs:
 - a. Academic Deans
 - b. Director of Cooperative Education
4. Members of the Instructional Faculty, include Adjunct Faculty members
5. Student Services and Counseling Positions:
 - a. Dean of Student and Enrollment Services
 - b. Director of Admissions
 - c. Director of Financial Aid
 - d. Director of Educational Support Programs
 - e. Director of Upward Bound
 - f. Education Coordinator, Upward Bound
 - g. Third World Coalition Coordinator
 - h. Coordinator of Reading Skills
 - i. Coordinator, Prior Learning Programs
 - j. Coordinator of Career Planning & Placement
 - k. Coordinator of Veteran's Affairs
 - l. Career Counseling Specialist

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- m. Admissions Counselors
- n. Financial Aid Counselors
- o. Cooperative Education Counselors
- p. Professional Counselor
- q. Registrar
- 6. Library and Audio-visual positions:
 - a. Dean of Library Services
 - b. Associate Dean of Library
 - c. Professional Librarians
- 7. Director of Computer Services
- 8. Institutional Research positions:
 - a. Director of Institutional Research
 - b. Grant and project directors and principal investigators
- 9. Development and Public Relations positions:
 - a. Director of College Relations
 - b. Director of Information Services
 - c. Director of Development
- 10. Business and Financial Affairs positions:
 - a. Director of Facilities
 - b. Director of Employee Relations
 - c. Business Manager
 - d. Budget Officer
 - e. Housing Manager
 - f. Bookstore Manager
 - g. Director of Recreation and Athletics
 - h. Housing Coordinator
- 11. Principal Assistants to Executive Heads of Major Academic or Administrative Units:
 - a. Assistant to the President and Director of Community Relations
 - b. Affirmative Action Representative
 - c. Assistant Director of Facilities
 - d. Education Outreach Coordinator
- 12. Confidential secretaries and personal assistants to the Board of Trustees, President, and Vice Presidents
- 13. Graduate teaching and research assistants
- 14. Part-time and temporary employees
- 15. Student employees

Approved by The Evergreen State College
Board of Trustees
February 14, 1980
(amendment to Resolution 69-8)