

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

Thursday, May 13, 1982
The Evergreen State College Campus
Daniel J. Evans Library, Room 3112
Olympia, Washington

Trustees Present: Wesley E. Berglund
Robert J. Flowers
Herbert Gelman
Thelma A. Jackson
Jane B. Sylvester

Representatives to the Board Present: Georgette Chun, Staff
Theresa Connor, Student
Janice Wood, Alum

Absent: Betty Estes, Faculty

Staff Present: Mike Bigelow, Budget Officer
Jon Collier, Senior Architect
Tex Cornish, Acting Director of Facilities
Les Eldridge, Assistant to the President and
Director of Community Relations
Dan Evans, President
Chuck Fowler, Director of College Relations
Rita Grace, Recording Secretary
Ken Jacob, Director of Auxiliary Services
Judy McNickle, Director of Information Services
Dick Schwartz, Vice President for Business
Darrell Six, Associate Facilities Engineer
Byron Youtz, Vice President and Provost
See permanent roster for others attending

Others Present: James Garey, Alum
Richard Montecucco, Senior Assistant Attorney General
Bob Shirley, KAOS
See permanent roster for others attending.

The meeting was called to order by Chairman Sylvester at 10:35 AM.
Trustees agreed to delay action on reorganization until after a luncheon executive session.

COLLEGE-OWNED TELEPHONE SYSTEM - Action

Dick Schwartz told Trustees that during the past six months office automation had been under study; purchasing the college's own telephone system was a component of that study. Ken Winkley reported the three main reasons for this recommendation: 1) deregulation of the AT&T, which will lead to an increase in rates; 2) development of the PBX to an improved level of performance; and 3) the rate increase pattern experienced in the

past and projected for the future. Bids will come to the Board in July; the system should be installed in November with the changeover occurring in December. The system will have 130 operating features (as opposed to 4 in the current system) and will require some training (but no additional people).

Mr. Winkley shared projected ten-year cost figures for Pacific Northwest Bell and the proposed system.

Motion
82-13

Mr. Gelman moved approval of a request for bids for installation of a college-owned telephone exchange system. Seconded by Mrs. Jackson and passed.

RISK COVENANT - Action

Vice President Schwartz pointed out the one change since the policy for hazardous recreational activities was presented last month: deletion of the word "ordinarily" in Article VIII, instructorship level.

Motion
82-14

Mr. Berglund moved approval of the attached risk covenant for hazardous recreational activities. Seconded by Mr. Flowers and passed.

APPROVAL OF MINUTES - Action

Motion
82-15

Mr. Gelman moved approval of the minutes of the April 15 meeting as submitted. Seconded by Mr. Berglund and passed.

TUITION AND FEE SCHEDULES - Action

Mr. Bigelow presented and recommended approval of the 1982-83 quarterly tuition and fee schedule and the 1982 summer session fee schedule. The 1982-83 quarterly tuition and fee schedule implements the rates established by the recent legislative session. There has been one change since last month regarding the \$50 advance deposit: deletion of the words "in a specific program" in footnote #5.

OFM has approved operation of the 1982 summer session as a self-supporting program on a one-time basis. Since the Legislature continued the special fees for SE Asian veterans until May 1983, the staff recommends amending the summer schedule approved in January to reflect the reduced rates.

Motion
82-16

Mr. Gelman moved approval of the attached revised 1982 Special Session Fee schedule (summer) and the 1982-83 Quarterly Tuition and Fee schedule (effective fall, 1982). Seconded by Mr. Berglund and passed.

BREAK

Trustees recessed at 11:05 AM to have conversation and coffee with those attending. The special meeting reconvened at 11:20 AM.

SUSPENDED OPERATIONS POLICY - Action

Rita Cooper reviewed the suspended operations policy, which would go into effect should a natural or human problem cause the college to interrupt operations on campus for less than 15 days. After 15 days the college would have to provide layoff papers for all classified employees (with seniority playing a major role) who were available for work. Ms. Cooper mentioned how this policy differs from the inclement weather policy.

Motion
82-17

Mr. Flowers moved approval of the attached suspended operations policy, EAC 124-112-410. Seconded by Mr. Berglund and passed.

CORRECTIVE EMPLOYMENT PROGRAM POLICY - Deferred

Rebecca Wright distributed an introductory paragraph; a revision to the first three paragraphs of page two of the policy (relating to determination of need for corrective employment); and responded to the question asked last month regarding the usefulness of corrective employment at the University of Washington (Ms. Wright contacted also Western, Eastern, Central and WSU). It was not possible to measure results and the effect of corrective employment.

Ms. Wright told Trustees the policy had been revised following recent comments from staff. Concerns which the revisions were to address were: 1) whether this policy would make corrective employment mandatory (it is not mandatory but a legal framework providing options); and 2) use of the term "selective certification" (applies to classified hiring and not exempt and faculty).

President Evans suggested deferment of action. Trustee Jackson questioned language in the first sentence of the second paragraph (page 2) regarding the purpose of the program. Trustee Sylvester questioned the meaning of "and other problems" (revised third paragraph).

Motion
82-18

Mrs. Jackson moved deferment of action on the corrective employment program policy until the next Board meeting, with an administrative recommendation for possible action. Seconded by Mr. Flowers and passed.

TRUSTEE GOALS AND OBJECTIVES - Action

President Evans reviewed the translation of Trustee goals and objectives which are to be used as the key elements of the college's goals and objectives for budget allocations. Trustee Flowers asked what the best time frame would be for adoption of Trustee goals (policy discussion in February with adoption in March). Trustees suggested three revisions/ additions.

Motion
82-19

Mr. Flowers moved approval of the attached Trustee goals and objectives as amended. Seconded by Mrs. Jackson and passed.

REORGANIZATION: BUSINESS AFFAIRS - Action

Vice President Schwartz reviewed the business affairs reorganization plan, indicating his actions since the last meeting. Mr. Schwartz recommended approval of a Board resolution delegating appointing authorities for employment purposes and a resolution updating the organizational table.

Motion
82-20

Mrs. Jackson moved approval of Resolution 2-82, entitled "Resolution of the Board of Trustees of The Evergreen State College providing for the college's organizational table and the method for its change," and Resolution 3-82, entitled "Resolution of the Board of Trustees of The Evergreen State College designating appointing authorities for employment purposes." Seconded by Mr. Gelman and passed, following discussion.

Trustee Gelman felt after reviewing the issues that the EAC had been complied with, as well as the concept and principles of the method in which things are done at Evergreen, and that this is a viable and desirable reorganization in terms of job responsibilities and dollar savings Trustee have to be concerned with.

Mrs. Sylvester requested a progress report in a few months, following implementation of the reorganization changes.

CPE SIX YEAR PLAN - ROLES AND MISSION - Policy Discussion

Byron Youtz reviewed a role and mission statement developed for inclusion in the Council for Postsecondary Education six-year plan by the Long Range Curriculum DTF and which has faculty approval. The statement acknowledges and accepts the three-fold mission Evergreen was given in 1967: 1) to provide educational opportunities, organized and presented differently from those of traditional institutions, that prepare citizens to participate in our quickly changing society; 2) to serve as the senior educational institution for Southwestern Washington; and 3) to provide educational and research services to state government. The statement is non-specific in terms of implementation. The Long Range Curriculum DTF will report to the Trustees in June on their recommendations for these new directions.

Provost Youtz introduced Kathy Carlson from CPE who responded to Trustee questions and discussed briefly the two major policy issue papers being developed by CPE: 1) enrollment and access, and 2) financing of higher education. She told Trustees that CPE hoped to collect and analyze statements from the various institutions by the June 25 CPE meeting.

Mrs. Jackson suggested a change in the third paragraph of the first page of the statement, second line: substitution of the word "possible" for "in the State of Washington."

COG IV (GOVERNANCE) RECOMMENDATIONS - Policy Discussion

Rita Cooper reviewed the charge of the Committee on Governance (to review all parts of the governance procedure and documents, make modifications, present to the community for review and then to the Board) and described the committee process (begun two years ago). Areas of major change include: Evergreen Council (strengthened); grievance procedure (tightened response time and identified who could grieve and what was grievable). Ms. Cooper suggested Trustees give input at the next meeting and schedule a public hearing in September. She distributed copies of the current governance document (COG III) and the social contract (now incorporated in the proposed document). President Evans commended those who participated in the process and thanked them for the time committed to the effort.

Student Roger Dickey enumerated concerns he had regarding the proposed document. Chairman Sylvester requested that Mr. Dickey organize his comments as to subject, page, and paragraph and send them to the Trustees prior to the next meeting.

John Aikin discussed random selection and pointed out that all of the issues mentioned were addressed by the committee in great detail. Mr. Aikin emphasized that the document was the consensus of the committee.

Mrs. Sylvester requested that Mr. Montecucco review the document for the Trustees prior to the next meeting.

REVIEW OF INTERNAL OPERATING BUDGET ALLOCATIONS/GOALS 1982-83 - Policy Discussion

President Evans reviewed the goals and objectives process which preceded the internal allocation process. Mike Bigelow reviewed full-time equivalent staff and dollars for:

Start of 1981-82	Staff - 445.2 FTE \$13,320,356	Students - 2530 FTE
Current 1981-82	Staff - 424.4 FTE \$12,712,503	Students - 2460 FTE
Proposed 1982-83	Staff - 436.5 FTE \$13,611,610	Students - 2400 FTE

Assumptions for the 1982-83 budget proposal include: 1) self-funded summer school; 2) reorganization plan; 3) enrollment of 2400 students; 4) purchase of telephone system; 5) revisions of \$142,000; 6) an average 3 percent merit salary increase effective January, 1983 for faculty and exempt employees; and 7) adjunct faculty will be funded completely by the college (this year half of the adjunct faculty, \$52,000, were funded by S & A). Mr. Bigelow also discussed staff additions: accountant in the business office, college editor (also provides supervision for CPJ), equivalency clerk in registrar's office, building maintenance supervisor, grounds help because of the new athletic field coming on line in August.

This budget provides a position to supervise CPJ; staff has asked that supervision for KAOS come from S & A. Chairman Sylvester indicated she would like to have the report from the Communications DTF prior to acting on the budget.

Other elements of the budget: an additional \$60,000 for library additions and postponement of the MES program to 1984-85.

Provost Youtz expressed interinstitutional concern regarding loss of quality as a result of budget reductions. The overall budget reduction over the biennium has been 6 percent (4 percent reduction in the academic area).

FIRE PROTECTION CONTRACT - Policy Discussion

Vice President Schwartz reported on negotiations with the McLane Fire District.

PRESIDENT'S REPORT

President Evans reported on the death of volunteer assistant fire chief Howard Nelson while attempting to rescue an Evergreen student and on the progress of the Provost search.

Roof Planters (Collier)

Jon Collier discussed plans for roof planters and plantings, funded as part of the roof repair project. Other issues discussed were safety, the possibility of adding sculpture in the future, and a completion date (one year). Mr. Collier mentioned Mrs. Sylvester's interest and helpfulness in this project. Mrs. Sylvester complimented Mr. Collier for his work.

Admissions Statistics (Evans)

President Evans mentioned fall applications were at 71 percent of last year with admissions slightly less. Unknown factors: current students who return and conversion of admissions to registration.

Quarterly Finance Report (Schwartz)

Vice President Schwartz informed Trustees of the finance committee review of the quarterly investment report. In the last quarter the college earned \$63,356.24 in interest income. Mrs. Jackson expressed pleasure at the overall management of the institution's finances and accounting.

Graduation/Super Saturday (Allen/McNickle)

Giovani Costigan will serve as commencement speaker for the June 6 graduation ceremony on the Olympia campus. This is the first year the college has MPA graduates. The Vancouver campus graduation is June 12, with Angelo Pelligrini serving as commencement speaker.

Judy McNickle distributed and discussed the program of activities for Super Saturday, indicating that 15,000 people are expected to attend. Ms.

McNickle also distributed buttons and posters. Mrs. Sylvester felt the poster should give credit to those on campus who designed it.

Miscellaneous (Evans)

President Evans mentioned the President's Symposium with Senate Majority Leader Howard Baker on May 16 and 17.

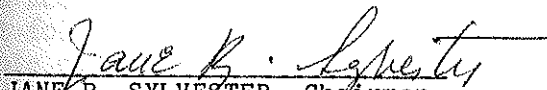
AGB Conference


Chairman Sylvester reported briefly on her attendance at the Association of Governing Boards' conference she had attended.

OTHER BUSINESS, DATE OF NEXT MEETING, ADJOURNMENT

Trustees set (1) a May 20 work session in Tacoma to review the Tacoma program, and (2) June 10 as the date for the next regular Board meeting. President Evans asked about interest on the part of the Board in meeting jointly with the Board of Governors on July 14.

The meeting adjourned at 3:47 PM.


JANE B. SYLVESTER, Chairman


THELMA A. JACKSON, Secretary


Attachments

Vice President for Business

The Evergreen State College

March 29, 1982

To: The Board of Trustees
President Daniel J. Evans

From: Richard Schwartz 

Subject: Risk Covenant for Hazardous Recreational Activities

The attached Risk Covenant was prepared by Pete Steilberg, Director of Recreation. Pete felt that our sponsorship of high risk activities such as Mountain Climbing, the Bridges Program, and other examples which are listed in Section III of the Covenant should be reviewed and a formal policy written.

Rich Montecucco has reviewed and approved the proposed Risk Covenant, noting that the procedures should not be worded as absolute requirements. Rich advised us that if a state agency adopts very detailed procedures in an attempt to avoid accidents and then an accident does occur and the internal procedures were not followed to the letter, it would be liable since it has not exercised reasonable care because its own adopted procedures were not followed. The proposed Risk Covenant, therefore, provides the following:

1. A committee of knowledgeable experts shall screen all prospective instructors of high risk activities.
2. Any instructor shall be an employee of the college for purposes of liability unless that individual is a professional who carries liability insurance.
3. Temporary employees and students who are not enrolled in an accident/medical plan are encouraged to do so.
4. Any individual participating in a college-sponsored high risk activity should sign a waiver of responsibility, acknowledging that s/he understands the risks involved.
5. It shall be the direct responsibility of the instructor that reasonable care will be exercised regarding safety methods and equipment used.
6. Individuals involved are recommended to conduct pre-course meetings to determine qualifications of prospective participants.
7. At least one instructor per activity should possess a standard current American Red Cross First Aid Certification and a current valid driver's license.
8. The instructor should be a member of the faculty, an adjunct faculty member, or a Leisure Education instructor.
9. Assistant instructors should also possess appropriate certification.
10. All instructors should be familiar with accident reporting procedures.

RMS/jc
Encl.

CONDUCT OF HIGH RISK ACTIVITIES

Preamble

It is hard for some to understand why anyone would want to take unnecessary risks and why an agency would want to sponsor -- even encourage -- programs which involve high risk. The college would not attempt to prove the worthiness of high risk activities to anyone until it should become imperative to do so in order to continue a program. Therefore: GIVEN that The Evergreen State College has sponsored programs which involve high risk and the following articles should be understood and agreed to by all concerned so that those in management positions, as the appointing authority, can reduce the possibility of accidents occurring.

Article I: Control

When the appointing authority deems it appropriate, a committee of about three individuals who are known to be experts knowledgeable in the sport in question, selected by the appointing authority, shall screen would-be instructors and/or leaders of high risk activities and shall advise concerning safety and quality. Any individual who would be responsible for high risk activities may be required to file a resume' application and/or philosophy statement which supports his or her qualifications to teach or guide in the specific activity involved. These documents may be filed in the office of the appointing authority.

Article II: Liability & Accident/Medical Insurance

Liability: Inasmuch as the college is "self insured" via the Tort Claims Act of 1974, any individual who teaches or guides a high risk activity shall be an employee of the college unless that individual is a professional who ordinarily would also carry liability insurance through his or her professional association. In the latter case, the individual need not be employed by the college and may be contracted for services, providing he or she is deemed knowledgeable.

Accident/Medical Insurance: Full-time and permanent part-time employees of the college who teach or guide high risk activities are eligible and are enrolled in the college's accident/medical insurance plan. Temporary part-time employees are not eligible

Conduct of High Risk Activities - 2

for the college's accident/medical insurance plan and should have their own accident/medical insurance plan. Individuals who are involved in high risk activities as students are encouraged to enroll in an accident/medical insurance program available through the college. Matriculated students carrying eight (8) credit hours or more are encouraged to enroll in the college's student insurance program.

Article III: Definition of High Risk Activity

Any curricular or extracurricular activity which involves risk -- not only in the activity itself but also in the potential objective dangers normally associated with the activity -- is defined as high risk. The following is a list of activities which the college sponsors or has sponsored representing high risk:

- Mountain climbing
- Rock climbing
- Crevasse rescue clinics
- Rapell parties and clinics
- 1981 Canyon Lands expedition
- Sky diving
- Hang gliding
- Parachuting
- River rafting
- Kayaking
- Skin diving and snorkeling
- Scuba diving
- Martial arts courses
- Rugby

Article IV: Waiver of Responsibility

Any individual who desires to participate in any high risk activity should submit to the office of the appointing authority a signed acknowledgement that he or she understands the risks involved. The language of that acknowledgement is reflected below:

"I, the undersigned, acknowledge hereby that I am fully aware of and understand the risks involved in participating in high risk activities through the Leisure Education program of the college. I understand that it is recommended that I have a medical insurance policy in effect during my participation. (Students pursuing an

Conduct of High Risk Activities - 3

Evergreen degree and enrolled for eight (8) quarter credit hours or more are encouraged to enroll in the college's student accident/medical insurance program.) I verify that I have no physical handicaps or impairments which might inhibit my participation in these activities, or that I have made the instructor/coordinators, etc., aware of such physical handicaps or impairments."

Article V: Safety

It shall be part of an understanding between the college via the appointing authority and the instructor or guide that reasonable care will be exercised regarding safety methods and equipment utilized during the conduct of high risk activity. The methods and equipment referred to here include such things as wearing safety headgear or utilizing crevasse rescue slings. Outlines which reflect safety methods and equipment to be utilized in a high risk activity will be distributed or made known to participants during the activity's meetings. The mountaineering equipment check list is a good example of this type of outline. It shall be the direct responsibility of any instructor/guide of a high risk activity to exercise reasonable care regarding the equipment used, arrange for repairs to be made or to report needed repairs to the appointing authority.

Article VI: Participant Qualifications

It is recommended that personnel involved conduct pre-course or pre-trip meetings with part of the intent of those meeting to be a determination of the qualifications of would-be participants. Would-be participants may also be required to submit applications, resumés and/or statements concerning their philosophy about being involved in high risk activities to the instructor or guide. These documents should be filed in the office of the appointing authority.

Article VII: Minimum General Qualifications of Instructors and/or Guides of High Risk Activities

At least one instructor and/or guide of a high risk activity should possess at least a standard current American Red Cross First Aid certification. However, all are encouraged to have certification. In addition to this, instructors and/or guides of aquatic activities should possess current American Red Cross Senior Life Saving Certificate, and a current valid driver's

Conduct of High Risk Activities - 4

license. Speciality certification within certain activities, such as NAUWI or PADI are also beneficial. Photocopies of these documents can be filed in the office of the appointing authority.

Article VIII: Instructorship Levels

An individual who fulfills all requirements for employment as an instructor and/or guide of a high risk activity should be a member of the faculty, an adjunct faculty member, or a Leisure Education instructor and/or guide. No other form of employment of instructors and/or guides is allowed. Any other type of high risk activity which evolves from an academic program or from a recreational club which requires the services of a skilled instructor and/or guide should be processed through the proper appointing channels.

Article IX: Assistant Instructorships & Assistant Guide

Individuals employed as assistant instructors and/or assistant guides should also fulfill the general qualifications as outlined in Article VII.

Article X: Accident Reporting Procedures

The dissemination of information surrounding an accident, especially involving high risk, can lead to emotional stress if mishandled; therefore, all individuals who are employed as instructors or guides or assistants shall be familiar with and expected to review approved college procedures for dealing with this type of information.

THE EVERGREEN STATE COLLEGE

May 5, 1982

TO: Board of Trustees
FROM: Mike Bigelow
SUBJECT: 1982 Summer Session Fee Schedule

Attached is a revised fee schedule for the 1982 summer school. It is exactly the same as the one previously approved by the Board, with the exception of the special fee section for S.E. Asian veterans. The previously approved fee schedule did not extend a special fee reduction to these veterans and this one does. Since the most recent legislature continued the special S.E. Asian fees until May, 1983, we feel that our summer fee schedule should also reflect the reduced rates.

MB:bb

Attachment

THE EVERGREEN STATE COLLEGE
1982 SPECIAL SESSION FEE SCHEDULE

<u>FULL-TIME</u>		<u>Number of Credits</u>	<u>Fee</u> ⁽²⁾
Resident	- Undergraduate	10 or more	\$ 320
	- Graduates	10 or more	364
Non-Resident	- Undergraduate	10 or more	970
	- Graduate	10 or more	1145
(4) S.E. Asian Veterans	- Undergraduate	10 or more	153
	- Graduate	10 or more	153
 <u>PART-TIME</u>			
Resident	- Undergraduate	9	\$ 288 ⁽⁵⁾
		8	256 ⁽⁵⁾
		7	224 ⁽⁵⁾
		6	192 ⁽⁵⁾
		5	160 ⁽⁵⁾
		4	128
		3	96
		2	64
		1	64
	- Graduate	9	324 ⁽⁵⁾
		8	288 ⁽⁵⁾
		7	252 ⁽⁵⁾
		6	216 ⁽⁵⁾
		5	180 ⁽⁵⁾
		4	144
		3	98
		2	72
		1	72
	Non-Resident - Undergraduate	9	873
		8	776
		7	679
		6	582
		5	485
		4	388
		3	291
		2	194
		1	194
	- Graduate	9	1026
		8	912
		7	798
		6	684
		5	570
		4	456
		3	342
		2	228
		1	228
	- Auditors	Per Course ⁽¹⁾	20
	- Faculty and Staff	8 Maximum ⁽³⁾	5

- (1) Administrative charge per course for students who register as auditors and receive no credit.
- (2) A \$15 fee is charged after the 5th class day for late payment.
- (3) Employees accepted as students may register for 8 credits or less on a space available basis (EAC 174-112-010.)
- (4) "Veterans of the Vietnam conflict" shall be those persons who have been on active federal service as a member of the armed military or naval forces of the United States between a period commencing August 5, 1964, and ending May 7, 1975, and who qualify as a resident student under RCW 28B.15.012, and who have enrolled in state institutions of higher education on or before May 7, 1983.
- (5) Undergraduate Vietnam Veterans registered for 6, 7, 8 or 9 quarter credit hours shall pay the same rate as for Vietnam Veterans registered for 10 quarter credit hours. Graduate Vietnam Veterans registered for 5, 6, 7, 8 or 9 quarter hours shall pay the same rate as for Vietnam Veterans registered for 10 quarter credit hours.

THE EVERGREEN STATE COLLEGE
1982-83 Quarterly Tuition and Fee Schedule*

		Number of Credit Hours	Tuition	Operating	Services & Activities	Loan Fund	Total
FULL TIME³							
Residents							
- Undergraduate	10 or more	25.00	221.00	60.00	8.00	314	
- Graduate	10 or more	25.00	344.00	60.00	11.00	440	
S.E. Asian Veterans¹							
- Undergraduate	10 or more	25.00	72.00	52.00	4.00	153	
- Graduate	10 or more	25.00	72.00	52.00	4.00	153	
Non-Residents							
- Undergraduate	10 or more	96.00	887.00	60.00	27.00	1070	
- Graduate	10 or more	96.00	1106.00	60.00	32.00	1294	
PART TIME							
Residents							
- Undergraduate	9	22.50	195.48	54.00	7.32	279 ⁴	
	8	20.00	173.76	48.00	6.24	248 ⁴	
	7	17.50	152.04	42.00	5.46	217 ⁴	
	6	15.00	130.32	36.00	4.58	186 ⁴	
	5	12.50	108.60	30.00	3.90	155 ⁴	
	4	10.00	86.88	24.00	3.12	124	
	3	7.50	65.16	18.00	2.34	93	
	1 & 2	5.00	43.44	12.00	1.56	62	
- Graduate	9	22.50	309.60	54.00	9.90	396 ⁴	
	8	20.00	275.20	48.00	8.80	352 ⁴	
	7	17.50	240.80	42.00	7.70	308 ⁴	
	6	15.00	206.40	36.00	6.60	264 ⁴	
	5	12.50	172.00	30.00	5.50	220 ⁴	
	4	10.00	137.60	24.00	4.40	176 ⁴	
	3	7.50	103.20	18.00	3.30	132	
	1 & 2	5.00	68.80	12.00	2.20	88	
Non-Residents							
- Undergraduate	9	86.40	798.48	54.00	24.12	963	
	8	76.80	709.76	48.00	21.44	856	
	7	67.20	621.04	42.00	18.76	749	
	6	57.60	532.32	36.00	16.08	642	
	5	48.00	443.60	30.00	13.40	535	
	4	38.40	354.88	24.00	10.72	428	
	3	28.80	266.16	18.00	8.04	321	
	1 & 2	19.20	177.44	12.00	5.36	214	
- Graduate	9	86.40	991.98	54.00	28.62	1161	
	8	76.80	881.76	48.00	25.44	1032	
	7	67.20	771.54	42.00	22.26	903	
	6	57.60	661.32	36.00	19.08	774	
	5	48.00	551.10	30.00	15.90	645	
	4	38.40	440.98	24.00	12.72	516	
	3	28.80	330.56	18.00	9.54	387	
	1 & 2	19.20	220.44	12.00	6.36	258	
Auditors²							
	Per Course	10.00	5.00	5.00		20	

¹ "Veterans of the Vietnam conflict" shall be those persons who have been on active federal service as a member of the armed military or naval forces of the United States between a period commencing August 5, 1964, and ending May 7, 1975, and who qualify as a resident student under RCW 28B.15.012, and who have enrolled in state institutions of higher education on or before May 7, 1983.

² Administrative charge per course for students who register as auditors and receive no credit.

³ A \$15 late fee will be charged during late registration.

⁴ Undergraduate Vietnam Veterans registered for 5,6,7,8 or 9 quarter hours shall pay the same rate as for Vietnam Veterans registered for 10 quarter credit hours. Graduate Vietnam Veterans registered for 5,6,7,8 or 9 quarter hours shall pay the same rate as for Vietnam Veterans registered for 10 quarter credit hours.

⁵ An advance deposit of \$50 is required to guarantee enrollment for newly admitted students. The deposit will be applied to the 1st Quarter's fee payment.

⁶ A reinstatement fee of \$50 is required for all students who have been disenrolled for non-payment of fees.

⁷ Undergraduates taking graduate level courses will be charged undergraduate rates.

⁸ Full time students registered for more than eighteen credit hours will be charged an additional operating fee for each credit hour in excess of eighteen hours at the established per credit hour general tuition and operating fee rate:

Resident	Undergraduate	\$25/hr
	Graduate	\$38/hr
Non-Resident	Undergraduate	\$101/hr

SUMMARY OF SUSPENDED OPERATIONS POLICY

The Higher Education Personnel Board requires that we have an approved policy available before we can furlough employees without pay, and without providing 18 days notice for layoff.

We need the policy should a natural or human problem cause us to interrupt operations on campus for less than 15 days. The policy would pay people who were available for work, through the first week of the emergency. Thereafter or until 15 days had past, people would be on leave of absence without pay, vacation, or if accrued compensatory time off. After 15 days we would have to provide layoff papers for all classified employees who were available for work.

THE EVERGREEN STATE COLLEGE

EAC 174-112 PERSONNEL RULES

SUSPENDED OPERATIONS

EAC 124-112-410 Policy

If the President determines it is advisable due to emergency conditions beyond the institution's control (such as, but not limited to, mechanical failure, fire and/or water damage, or ash fallout) to suspend the operation of all or any portion of the institution the following will govern Evergreen exempt and classified employees. We would, of course, make temporary arrangements for faculty to meet their program obligations. Every attempt will be made to determine suspension of operation prior to the beginning of the work day.

- A. Should a situation arise during the night, or after the close of the work day, an announcement will be broadcast on the local radio stations by 7:00 a.m. of the work day. The broadcast will include which operations at the college will be suspended, and which employees are required to report to work.

Employees who are in pay status, who report to their unit heads that they are available for work, and who are affected by the suspended operations, shall receive their regular pay through the end of the first week of closure. Thereafter employees, who report that they are available for work, have the option of using annual leave, leave without pay, or where accrued, compensatory time off for the duration of the closure or for 15 days whichever is less. If suspension is longer than a full week, employees who report that they are available for work, are eligible to apply for unemployment compensation.

Employees not affected by the suspended operations or who are required to report for work will be expected to maintain their regular work schedules and will receive their usual pay.

- B. Should a situation occur during the work day that necessitates suspension of all or a portion of the college, the President will notify the appointing authority of the affected area that an emergency exists. It is the responsibility of the appointing authority to notify each affected employees.

Employees so notified will remain on pay status through the end of the week. These employees have the option of using annual leave, leave without pay or where accrued, compensatory time off for the balance of the closure or for 15 days whichever is less. If the suspended operation lasts longer than one week, the employees, who are available for work, are eligible to apply for unemployment compensation.

- C. Employees required to work will receive their regular rate of pay for work performed during the period of suspended operation. Overtime work for eligible classified staff will be compensated at time and one-half.

- D. Every effort will be made to minimize both the number of employees effected by the suspension and to minimize the time involved in the suspension. Should the suspension last longer than 15 calendar days, layoff papers will be issued to those classified employees who are available for work. This would require the use of institutional seniority plus any military time-credit up to five years, in determining which classified employees will continue on leave without pay for the duration of the closure. Exempt employees will continue as the need for their services dictate.

- E. Employees may request permission to work outside of both their work area and their classification, during the first 15 days of closure. The President, in consultation with other administrators, shall review all such requests and attempt to accommodate such requests, if there is a need for services in other areas. Employees who request such transfers shall receive their usual salary for work performed.

The Evergreen State College

April 1, 1982

MEMORANDUM

TO: Evergreen Employees

FROM: Rita Cooper

RE: 1. Suspended Operations
2. Private or Personal Solicitations
3. Outside Employment

Attached you will find additions to your EAC policy manual.

1. Suspended Operations, will be presented to the Trustees at its April 15th, 1:30 meeting. Any of you who have been employed here longer than a year have seen as few as four drafts of this policy. This policy is required by the Higher Education Personnel Board Rules WAC 251-22-240 and because we want to have one policy for the staff, it includes exempt employees as well as classified. Faculty teaching responsibilities, for the most part, can be transferred to temporary locations for any emergency closure that might occur; therefore faculty are not included in the policy.

This policy does not cover inclement weather; that is covered by EAC 174-112-400.

2. Private or Personal Solicitations: This policy outlines the responsibilities of supervisors to protect employees from unauthorized solicitations. We do have some authorized solicitations including United Way and The Evergreen Foundation.
3. Outside Employment: This policy is meant to cover the questions I receive about "moonlighting". It requires a complete separation between your Evergreen work and any outside work. There is a clause about the propriety of outside work but other than that one's personal business is no business of the College.

THE EVERGREEN STATE COLLEGE
June 10, 1982

TO: Byron Fultz, Chuck Fowler, Rita Cooper, Dick Schwartz, Les Eldridge, Mike Bigelow, Larry Stenberg
FROM: Dan Evans
SUBJECT: Board of Trustees Goals and Objectives

The following is a list of the Goals and Objectives which were stated during the recent work session of the Board of Trustees:

1. The college still has a public image problem, and that should be one of the high priorities of the college during the next year. Efforts should be made to:
 - a. Expand public events which would be attractive to members of the local community, and perhaps public performances which could be presented in other communities in Southwest Washington.
 - b. There should be an emphasis on attracting conferences and meetings to the campus which include high school students, and particularly those who will ultimately be seeking college entrance.
 - c. Trustee meetings should occasionally be scheduled in other communities in Southwest Washington to provide an opportunity for further publicity about the college.
 - d. The college should expand its contact with local community agencies in Southwest Washington communities. These should include businesses, social service agencies, governmental units, and other organizations which might be appropriate.
2. There should be an expanded attention to curriculum direction. The Board is aware, of course, of the current Long-range Curriculum DTF and applauds its activities.
 - a. Incentives should be examined to improve faculty interest and dedication to Evergreen's curriculum.
 - b. There should be a recommitment to our original curriculum concepts.
 - c. We should clearly develop a mission to drive our curriculum. We must identify who it is we wish to serve and draw a curriculum accordingly.
 - d. The college should move ahead as soon as possible on the Master of Environmental Studies Program.

- e. Connections with Olympia Technical Community College should be expanded and solidified.
- f. Expansion in Pierce County area/Tacoma.
3. The college should adopt campus Master Plan II.
4. Attention should be given to administrative organization to clear up loose ends internally.
 - a. Student, faculty, and administrative relationships must be appropriately identified and parameters established for these relationships, i.e. liability concerns, appropriate chain of command, and communication links necessary, especially in times of emergency.
5. The college should emphasize the continued development of cultural literacy in all aspects of the college's curriculum, and should expand the minority faculty at the college to insure development of this cultural literacy.

DJE:bb

cc: Trustees

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 2-82

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
PROVIDING FOR THE COLLEGE'S ORGANIZATIONAL TABLE
AND THE METHOD FOR ITS CHANGE

The organizational table of The Evergreen State College as of the date of this resolution provides for a President, a Vice President and Provost, and a Vice President for Business, with the following exempt administrative positions reporting directly thereto:

To the President (in addition to the Vice Presidents) - an Administrative Assistant, an Administrative Secretary, an Assistant to the President and Director of Community Relations, a Dean of Student and Enrollment Services, a Director of College Relations, and an Affirmative Action Officer;

To the Vice President and Provost - an Administrative Secretary, two Academic Deans, a Dean of Library Services, a Director of Cooperative Education, and a Director of Educational Support Services;

To the Vice President for Business - an Administrative Assistant, a Controller, a Director of Athletics and Recreation, a Director of Auxiliary Services, a Director of Computer Services, a Director of Employee Relations, a Director of Facilities and Services, and an Executive Assistant

The organizational table may be changed only after approval of the Board of Trustees.

May 13, 1982

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 3-82

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
DESIGNATING APPOINTING AUTHORITIES
FOR EMPLOYMENT PURPOSES

WHEREAS, effective May 6, 1971, the Washington State Legislature, by the adoption of Chapter 57, Laws of 1971, 1st Extraordinary Session, Section 21, has added to Chapter 223, Laws of 1969, Extraordinary Session, and to Chapter 28B.10 RCW, a new section to read as follows:

"The governing boards of institutions of higher education shall have the power, when exercised by resolution, to delegate to the President or his designee, of their respective university or college, any of the powers and duties vested in or imposed upon such governing board by law. Delegated powers and duties may be exercised in the name of the respective governing boards;"

and

WHEREAS, Section 22 of Chapter 57, Laws of 1971, 1st Extraordinary Session provides that

". . . Section 21 of this 1971 amendatory act is necessary for the immediate preservation of the public peace, health and safety, and the support of the state government and its existing public institutions and shall take effect immediately."

BE IT THEREFORE RESOLVED, That under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of The Evergreen State College designates that person now holding or subsequently appointed to the position of President of The Evergreen State College as "Appointing Authority" for the purposes of employment, discipline or termination of any classified staff employee of The Evergreen State College, and delegates to that person now holding or subsequently appointed to the position of President of The Evergreen State College the powers and duties vested in and imposed upon the Board of Trustees of The Evergreen State College by the Legislature in RCW 28B.40.120(2), to employ individuals as members of the classified staff of the institution, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by the President or his/her designee for good and lawful reasons, and

BE IT FURTHER RESOLVED, That under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of The Evergreen State College designates those persons now holding or subsequently

appointed to any of the presidentially designated positions set out below as "Appointing Authority" for purposes of employment, discipline or termination of any classified staff employee under that person's immediate supervision; and delegates to those persons now holding or subsequently appointed to any of the presidentially designated positions set out below the powers and duties vested in or imposed upon the Board of Trustees of The Evergreen State College by RCW 28B.40.120(2), to employ individuals as members of the classified staff of the institution in positions of employment under that person's immediate supervision, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by any of the persons now holding or subsequently appointed to any of the presidentially designated positions, set out below, of "Appointing Authority", for good and lawful reasons, and all actions taken pursuant to this resolution may be subject to the approval or disapproval of the President of The Evergreen State College.

BE IT FURTHER RESOLVED, That the following list shall constitute the presidentially designated positions to which the designation as "Appointing Authority" and the delegations of powers and duties set forth in this resolution are made:

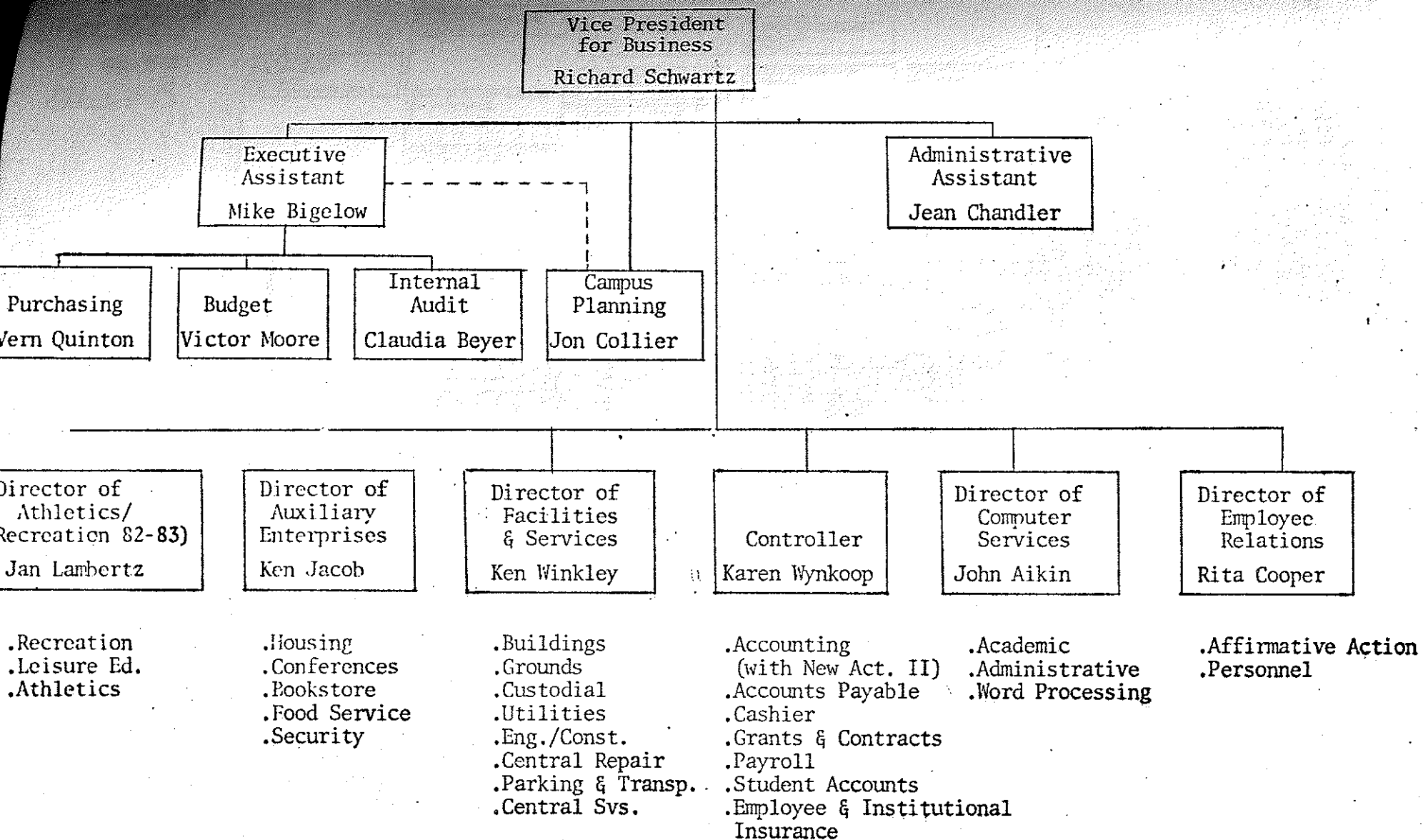
President
Vice President and Provost
Vice President for Business
Academic Deans
Assistant to the President and
Director of Community Relations
Bookstore Manager
Controller
Coordinator of Career Planning
and Placement
Coordinator of Media Services
Dean of Student and Enrollment
Services
Dean of Library Services
Director of Admissions

Director of Athletics & Recreation
Director of Auxiliary Services
Director of College Relations
Director of Computer Services
Director of Cooperative Education
Director of Development
Director of Educational Support Programs
Director of Employee Relations
Director of Facilities and Services
Director of Financial Aid
Executive Assistant to the Vice
President for Business
Registrar
Security Chief

Provided, that the President may, at any time, withdraw the presidential designation from any one of the aforementioned presidentially designated positions and shall notify the Board at its next regular meeting of such action; Provided, further, that any additions to the aforementioned list of presidentially designated positions must be approved by resolution of the Board of Trustees of The Evergreen State College.

BE IT FURTHER RESOLVED, That all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of The Evergreen State College.

Proposed Business Affairs Organization



Approved 5-13-82

BOARD OF TRUSTEES
W. Berglund
R. Flowers
H. Gelman
T. Jackson
J. Sylvester

PRESIDENT
(D. J. Evans)
(R. Grace, Adm. Asst.)
(B. Beaman, Adm. Sec.)

VICE PRESIDENT
AND PROVOST
(P. Vincent, Adm. Sec.)

VICE PRESIDENT
FOR BUSINESS
(J. Chandler, Adm. Asst.)

DEAN OF ENROLLMENT &
STUDENT SERVICES
(L. Sienberg)
(L. Smith, Sec.)

DIRECTOR OF COMMUNITY
RELATIONS & ASST. TO PRES.
(L. Eldridge)

DIRECTOR OF COLLEGE RELATIONS
(C. Fowler)

DIRECTOR OF
COOPERATIVE EDUCATION
(J. Conrad)

DEAN OF LIBRARY SERVICES
(S. Smith, Acting)

DIRECTOR OF EDUCATIONAL
SUPPORT SERVICES
(E. Thomas)

EXECUTIVE ASSISTANT
(M. Bigelow)

CAMPUS PLANNING
(J. Collier)

CONTROLLER
(K. Wykoop)

DIRECTOR OF
COMPUTER SERVICES
(J. Akin)

DIRECTOR OF
EMPLOYEE RELATIONS
(R. Cooper)

DIRECTOR OF FACILITIES
& SERVICES
(K. Winkler)

DIRECTOR OF
ATHLETICS & RECREATION
(J. Landsitz)

DIRECTOR OF
AUXILIARY SERVICES
(K. Jacob)

REGISTRAR
(W. Allan)

DIRECTOR OF ADMISSIONS
(A. Rodriguez)

DIRECTOR OF
INSTITUTIONAL RESEARCH
(S. Hunter)

COMMUNITY RELATIONS
SPECIALIST
(Vacant)

DIRECTOR OF INFORMATION
SERVICES & PUBLICATIONS
(J. McNickle)

COORDINATOR OF
EDUCATIONAL OUTREACH
(B. Bridwell)

ASSISTANT DEAN
(R. Albrecht)

ASSISTANT ACADEMIC DEAN
(S. Erickson)

COOPERATIVE EDUCATION
COUNSELOR
(M. Tish)

LIBRARY GROUP SECRETARY
(M. Schaefer)

HEAD OF REFERENCE
(M. Silson)

COORDINATOR, THIRD
WORLD COALITION
(A. West)

BUDGET
(V. Moore)

STUDENT ACCOUNTS
(D. Judd)

ACCOUNTING
(K. Ravnitzky)

ACADEMIC SERVICES
(Vacant)

PERSONNEL REP.
(C. Blankenship)
(J. Johnson)

ENGINEERING
(D. Six)

CENTRAL SERVICES
(J. Durcan)

DIRECTOR OF RECREATION
(P. Steilberg)

BOOKSTORE MANAGER
(L. Nole)

CONFERENCES
(D. Ward)

COORDINATOR OF HEALTH
SERVICES
(R. Donist)

COORDINATOR OF
COUNSELING SERVICES
(R. Rowan)

DIRECTOR OF
DEVELOPMENT
(S. Washburn)

PUBLICATIONS EDITOR
(Vacant)

GRAPHIC DESIGN
(B. Cammons)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)

ACADEMIC ADVISOR
(R. Fox)

ASST. DIRECTOR
OF DEVELOPMENT
(E. Dornan)

GRANTS COORDINATOR
(D. Goff)

COOPERATIVE EDUCATION
COUNSELOR
(E. Harbert)

BUDGET COORDINATOR
(A. Varber)

HEAD OF CIRCULATION
(P. McLeod)

LEARNING RESOURCES
CENTER
(S. Jordan)

INTERNAL AUDIT
(C. Beyer)

AUXILIARY ACCOUNTING
(D. McArthur)

GRANTS & CONTRACTS
(B. Zaugg)

ADMIN. SERVICES
(D. Nicholas)
(J. Johnson) (D. Baird)

AFFIRMATIVE ACTION
REPRESENTATIVE
(R. Wright)

TRANSPORTATION AND
PARKING
(M. Eldridge)

CENTRAL REPAIR SERVICES
(A. Saari)

LEISURE EDUCATION
(S. Greenway)

HOUSING ADVISORY SERVICES
(L. Helphs)

HOUSING MAINTENANCE
(B. Carlson)

DIRECTOR OF
FINANCIAL AID
(L. Thomas)