

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

Thursday, June 10, 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
Betty Estes, Faculty
Janice Wood, Alum

Staff Present: Mike Bigelow, Executive Assistant to the
Vice President for Business
Lloyd Colfax, Member of the Faculty
Les Eldridge, Assistant to the President and
Director of Community Relations
Dan Evans, President
Chuck Fowler, Director of College Relations
Rita Grace, Recording Secretary
Mary Hillaire, Faculty
Ken Jacob, Director of Auxiliary Services
Jan Lambertz, Director of Recreation and Athletics
Judy McNickle, Director of Information Services
Dick Schwartz, Vice President for Business
Ken Winkley, Director of Facilities and Services
Karen Wynkoop, Controller
Byron Youtz, Vice President and Provost
See permanent roster for others attending

Others Present: Bob Davis, S & A Board
Barbara Dykes, Student (Master Plan)
Richard Montecucco, Senior Assistant Attorney
General
Matt Perkins, Student (Master Plan)
See permanent roster for others attending

The meeting was called to order by Chairman Sylvester at 10:35 AM.

PRESIDENT'S REPORT

Communications DTF/Prior Restraint Issue (Hall)

Mike Hall reported excellent progress in implementing the shared responsibility model contained in the Communications DTF recommendations;

discussed input from the community; the Communications Board; the Cooper Point Journal publisher/adviser position; the KAOS general manager staff position (funded by S&A); surveys of KAOS listenership and CPJ readership; and academic support recommendations. In response to a question at an earlier meeting, Mr. Hall informed Trustees that the UW Daily was not a separate, non-profit entity.

Mr. Hall also discussed details of the legal liability dispute resolution provisions developed in consultation with Rich Montecucco, mentioning that disputed matters may be brought to the Communications Board only if it cannot be resolved within 48 hours by the complainant, student manager, staff adviser and the Dean of Student and Enrollment Services. Mr. Hall reported a conversation with Chris Herrling, lawyer for the Student Press Law Center in Washington, D. C. regarding interpretation of prior restraint.

Mr. Gelman expressed concern regarding: 1) interpretation and intent of the document relating to persons acting as responsible agents and their eligibility for legal protection; 2) time frames for resolution and point at which the Communications Board is involved; and 3) indicated that he felt the statement "This legal option may be supplemented by specialized communications law counsel advice" should not be in the document. Theresa Connor suggested checking into whether UW uses outside counsel. In response to a question from Mrs. Jackson, Mr. Hall indicated the role of the professional adviser would be to identify potentially libelous material in the process of reviewing material to be printed or broadcast.

Rich Montecucco felt in balance the document is a good procedure but suggested Trustees might want to establish a 48-hour mandatory delay to address Mr. Gelman's concern and add language which would make a person who disregards advice responsible for their actions. Mr. Montecucco reviewed the procedure with the tort division of the Attorney General's office; those individuals consulted felt the procedure provided good protection to the college.

Mike Hall emphasized that the Communications Board will develop detailed policies using this draft dispute resolution as a starting point. President Evans added that the operational policies (governing CPJ and KAOS) to be written by the Communications Board will ultimately be approved by the Board of Trustees.

President Evans expressed thanks to Mr. Hall for his efforts and good work as chairman of the DTF.

BREAK

Trustees recessed from 11:00 AM to 11:15 AM to have coffee and informal conversation with those attending.

Fire Protection Contract with McLane (Winkley)

Ken Winkley informed Trustees of plans to cancel the current contract with the McLane Fire District and negotiate a new contract. Other alternatives which were rejected were: establishing the college's own fire department

and bringing the fire station back on campus (operated by McLane). Trustees concurred with this approach.

WOIS Contract Termination (Schwartz)

Vice President Schwartz reported the Washington Occupational Information Services contract termination on schedule, with transfer to a non-profit status anticipated July 1, 1982. WOIS will continue to locate on campus.

Report of Long Range Curriculum DTF (Youtz)

Provost Youtz reviewed the January appointment of the Long Range Curriculum task force, identification of problems, and the task force's approach. He reported a critical reception by the faculty, indicating the committee needed to make connections--rationales that moved the committee from a set of problems to the proposed solutions. The general direction is to reduce the number of subdivisions or curricular planning units, so that each can be stronger; and to have each unit address the issue of career pathways, majors, professional and pre-professional training within the subdivisions. Issues under debate are graduation requirements, how to assure liberal studies in professional educational programs, distribution requirements, etc. Dr. Youtz' sense is that there will be important changes in the curriculum during the next year in the direction of a combination of liberal arts and practical studies.

Betty Estes, DTF member, discussed the attempt to have specialty areas which would have a strong interdisciplinary purpose.

Provost Youtz reported action by the faculty to change the name of basic programs to "core programs" (incorporated in the 1983-84 catalog).

Trustee Jackson asked about the role of the Trustees in the curriculum process. Provost Youtz indicated that he would bring a written detailed curriculum revision proposal to the Board in September, at the same time seeking reaction and recommendations from the Evergreen community. Since ultimate decisions regarding curriculum had been delegated by the Board, the Board could play whatever role it desired. Trustee Berglund suggested a monthly update to the Board by a DTF representative. President Evans suggested that both continuing reporting in addition to a Trustee occasionally meeting with the DTF would be useful. Chairman Sylvester suggested a Board workshop on the subject. Trustee Jackson requested written materials as they are developed and distributed.

Report on Tacoma Program (Youtz)

Provost Youtz reported a meeting with the Council for Postsecondary Education to formally deliver to them our draft proposal for an outreach program in Tacoma, and reviewed prior contacts. He mentioned also a response from PLU regarding Evergreen's proposed program. Herb Gelman was impressed with the vibrancy and enthusiasm of the students and faculty in the Tacoma program, encouraged staff to persist in bringing this to fruition as a public reality, and offered his continued assistance. President Evans expressed intentions to have a public program this fall in place (with early September CPE action anticipated). Provost Youtz, in

response to a question, indicated that enrollment over the next 4-5 years is anticipated at 250 - 300 FTE; the area of study would be general studies. Provost Youtz felt that Third World recruitment and retention would be enhanced by this program.

Admissions Statistics (Evans)

President Evans reported a continuing decline in fall admissions and applications, particularly in the percentage of transfer students and out-of-state applications. Trustee Flowers asked about efforts to increase these statistics (focus on increasing part-time students, turning applications to admissions, and admissions to registrations). Ken Jacob mentioned an exit interview questionnaire which will be distributed to students checking out of housing.

Trustee Jackson expressed concern regarding the decline in the enrollment and admissions statistics, identification and recruitment of the public Evergreen is to serve, the proposed 8.2 percent budget cut, and the upcoming legislative session, wondering whether the college is giving the kind of serious attention these issues need in planning for the next decade of the institution. President Evans expressed the opinion that Evergreen has a substantially better recruiting program than other public institutions; he felt the results of the long-range curriculum DTF will prove to be of help with enrollment in the coming year (career goals, more specified degree subjects); in addition, a very high percentage of Southwest Washington high school graduates do not go on to college. Chairman Sylvester suggested a meeting with the group that does recruiting to update Trustees, or a workshop session.

RECESS

The Board recessed at 12:30 PM for lunch and reconvened the special meeting at 2:00 PM.

CAMPUS MASTER PLAN, PHASE II - Policy Discussion

Chairman Sylvester requested a brief presentation this month with a more detailed presentation to follow in July. Student Matt Perkins highlighted principles, policy statements, and goals and objectives in Chapters 4 - 6 (land use, campus services and activities, and the planning process). This plan was based on the 1981 proposal by the Applied Environmental Studies 1980-81 academic program and is designed to replace the original Phase I and Phase II development plans as the primary guide for the college campus. Mr. Perkins indicated that Jon Collier would serve as coordinator for these efforts.

Chairman Sylvester complimented the students on their preparation and expressed enjoyment in reading the document.

President Evans suggested Trustees may want to tour some of the areas on campus should time permit at a future meeting. Trustee Gelman suggested this might be part of a work session.

COLLEGE-SPONSORED PUBLICATIONS (EAC 174-152-010) - Policy Discussion

Following a request from Trustee Sylvester at the last meeting, President Evans reviewed proposed additions to the college-sponsored publications policy, EAC 174-152-010 through -060, insuring appropriate credit acknowledgment for materials originated on campus.

SERVICES AND ACTIVITIES BUDGET ALLOCATIONS - Policy Discussion (see continued discussion)

Bob Davis, student S & A Board Coordinator for next fall, presented highlights of the major changes in allocation recommendations and other elements of the Services and Activities Fee Board allocation process. Trustee Flowers asked, should enrollment be lower than expected, how cuts would be made in the S & A allocations. Mr. Davis responded that the discretionary fund would absorb cuts.

APPROVAL OF MINUTES - Action

Motion Mr. Berglund moved approval of the minutes of the May 13, 1982
82-21 meeting as distributed. Seconded by Mr. Gelman and passed.

UPDATE OF RESOLUTIONS IMPACTED BY REORGANIZATION - Action

Vice President Schwartz indicated there were additional resolutions which needed to be revised following the Board's approval of the reorganization plan for the business affairs area.

Motion Mr. Gelman moved approval of the following resolutions of the
82-22 of the Board of Trustees (attached):

- No. 4-82, Designating Appointing Authorities for Employment Purposes
- No. 5-82, Authorizing Certain Individuals by Appointment to Approve Certain Interfund Loans
- No. 6-82, Authorizing Certain Individuals by Appointment to Enter into Purchasing Contracts on Behalf of TESC
- No. 7-82, Designating Certain Persons as Authorities for Contracting for, Purchasing and Leasing Services and Personalty
- No. 8-82 Providing for the Exemption of Certain Personnel from Classified Service.

Seconded by Mr. Flowers and passed.

COG IV RECOMMENDATIONS - Action (Schedule Hearing)

Rita Cooper reviewed the process for revision of Evergreen's governance document: during the summer, incorporate any changes Trustees desire; Trustee Gelman is to make specific suggestions; and schedule a public hearing in September.

Motion
82-23

Mr. Gelman, in accordance with Administrative Procedures Act requirements, moved to set a public hearing at the September meeting to consider revisions to the governance and decision-making policy at Evergreen (WAC 174-108-001 through -070). Seconded by Mrs. Jackson and passed.

CORRECTIVE EMPLOYMENT PROGRAM POLICY - Action

President Evans recommended the revised corrective employment policy which implements affirmative action hiring.

Motion
82-24

Mr. Berglund moved approval of the attached corrective employment policy. Seconded by Mrs. Jackson and passed.

APPROVAL OF 1981-83 INTERNAL OPERATING BUDGET ALLOCATIONS - Action

Mike Bigelow recommended approval of the 1982-83 internal operating budget allocations but felt reductions will be required at a later time. Budget assumptions: 2400 FTE enrollment, self-supported summer school, average 3 percent faculty and exempt salary increase in January, \$60,000 library resources, support for Vancouver and Tacoma programs, new positions, increased conference activity, service operations continued at projected current level, etc.

Motion
82-25

Mr. Flowers moved approval of the 1982-83 internal operating budget allocations totaling \$13,806,989 for programs 010 through 090. Seconded by Mrs. Jackson and passed.

ELECTION OF OFFICERS - Action

Motion
82-26

A unanimous ballot was cast for the following officers for the 1982-83 term as proposed by the nominating committee:

Chairman - Herbert Gelman
Vice Chairman - Thelma Jackson
Secretary - Robert Flowers

On behalf of the nominating committee, Mrs. Jackson recommended that the new chairman appoint a subcommittee to study and analyze the feasibility of changing the election process for the Board prior to the next elections. Newly elected chairman Gelman will take the recommendation under advisement.

LONGHOUSE PROJECT - Action

President Evans reviewed his June 4 letter to the Trustees recommending and requesting approval of the concept that a traditional Indian Longhouse be designed and built on Evergreen's campus for the primary use of the education program of the college. The facility will be a regular part of the campus, subject to the jurisdiction of the President and the Board of Trustees. The college will make available the campus architect and such other staff members as necessary to assist in the project and provide support to proceed to the next stage of translating the concept into a reality.

President Evans proposed (upon the recommendation of Chairman Sylvester) the establishment of an advisory committee to insure that there is adequate continuing communications and assistance, including a representative of the Board of Trustees, of the administration and people both interested in and part of the Longhouse project and those who have special expertise (to be appointed by the President.) Chairman Sylvester endorsed the concept of the advisory committee to insure a program foundation so that the facility could be used effectively and productively. She felt the committee should be charged with specific functions. Mrs. Sylvester also felt this project is an opportunity to do something positive given the history of failed Indian and non-Indian combined programs, all of which probably could have worked if they had been as carefully thought out as we hope this project will be. She encouraged the committee to work on a program for future use and long-term vision.

Provost Youtz reviewed two requested changes by the Longhouse group: (1) First paragraph, last sentence - "educational setting" replaces the words "cultural center" and (2) Second paragraph, last sentence - deletion of the phrase . . . "and are not to drain support from the other academic programs."

Trustee Gelman expressed concern, in light of the economic situation and declining enrollment, as to whether the initial expenditure of funds for planning for this program would be at the expense of existing programs on campus.

Trustee Berglund asked whether funds were available to execute the program document phase. Vice President Schwartz felt the architectural design and program document could be done by the existing planning staff. Trustee Gelman felt independent funding should be used for development and start-up costs, rather than taking funds from other existing programs.

Provost Youtz indicated that, with the assistance of the campus planning office, the project will be given priority to carry it forward through the documentation phase, which would be brought to the Trustees for review in the fall. President Evans added that at this point costs necessary to carry the project to completion will be known. Prioritization of the project would be handled through the budget process.

Trustee Jackson felt this project would further Evergreen's attempts in the area of cultural literacy in an important way.

Motion
82-27

Mr. Flowers moved approval of the following resolution:

Resolved that the Board of Trustees of The Evergreen State College endorses in principle the concept of a traditional Indian Longhouse on the campus for the primary use of the academic program of the college. Such Longhouse is to be an integral part of the campus and subject to the regular policies of the college as set by the President and the Board of Trustees. The college, through the campus architect, will give support to the architectural design, in order to bring the second stage, or program document phase, of the proposal forward for review by the administration and the Board some time in the fall of 1982.

In addition, an advisory group is to be formed (to work concurrently with the design planning/program document phase), its membership to be determined (but to include a Board member, an outside person, a member of the administration and of the faculty), its goals and responsibilities to be defined and this committee's responsibilities to be approved by the Board of Trustees.

Seconded by Mr. Berglund and passed.

SERVICES AND ACTIVITIES ALLOCATION - Action (continued from earlier discussion)

Motion
82-28

Mr. Flowers moved authorization for the Services and Activities Board to expend 1/12 of the proposed budget for the period between July 1 and the next Board meeting.

Seconded by Mr. Berglund and passed.

OTHER BUSINESS AND ANNOUNCEMENTS

President Evans announced an all-campus meeting at 4:00 PM that afternoon to discuss the current status of the budget.

Trustees agreed to wait until July to discuss the Trustee evaluation of the presidency (pursuant to Article VII of the Bylaws).


Mrs. Sylvester expressed appreciation for Super Saturday; Mr. Berglund commended the faculty, administration and students for their efforts in a successful graduation ceremony.

DATE OF NEXT MEETING AND ADJOURNMENT

The date of the next meeting was tentatively set for Wednesday, July 14, in conjunction with a meeting of the Board of Governors.

The meeting adjourned at 3:40 PM.


JANE B. SYLVESTER, Chairman


THELMA A. JACKSON, Secretary

Attachments

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 4-82

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	Director of Athletics & Recreation
Vice President and Provost	Director of Auxiliary Services
Vice President for Business	Director of College Relations
Academic Deans	Director of Computer Services
Assistant to the President and	Director of Cooperative Education
Director of Community Relations	Director of Development
Bookstore Manager	Director of Educational Support Programs
Controller	Director of Employee Relations
Coordinator of Career Planning	Director of Facilities and Services
and Placement	Director of Financial Aid
Coordinator of Media Services	Executive Assistant to the Vice
Dean of Student and Enrollment	President for Business
Services	Registrar
Dean of Library Services	Security Chief
Director of Admissions	

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.

BE IT FINALLY RESOLVED, That prior to appointment to the positions of Vice President and Provost and Vice President for Business, the President shall confer with the Board of Trustees.

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 5-82

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
AUTHORIZING CERTAIN INDIVIDUALS BY
APPOINTMENT TO APPROVE CERTAIN
INTERFUND LOANS

WHEREAS, The Board of Trustees of The Evergreen State College recognizes the need for approval of interfund loans between certain funds of The Evergreen State College on a week-to-week basis, and that it is therefore prudent to empower certain persons to approve such loans when necessary for the proper fiscal operations of The Evergreen State College;

BE IT RESOLVED, By the Board of Trustees of The Evergreen State College that the following persons are hereby appointed to approve, on a week-to-week basis, loans from college unrestricted local funds to other college funds and accounts when necessary for the proper fiscal operations of The Evergreen State College:

Daniel J. Evans, President
Richard Schwartz, Vice President for Business
Karen Wynkoop, Controller

Adopted by the Board of Trustees

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 6-82

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
AUTHORIZING CERTAIN INDIVIDUALS BY APPOINTMENT
TO ENTER INTO PURCHASING CONTRACTS ON BEHALF
OF THE EVERGREEN STATE COLLEGE

WHEREAS, The Board of Trustees of The Evergreen State College recognizes the need for the execution of purchasing contracts on a day-to-day basis; and

WHEREAS, it is necessary for the continued operation of the college that certain persons be appointed to approve and execute such purchasing contracts; and

WHEREAS, the Board at its monthly meetings will be able to review those purchasing contracts;

BE IT RESOLVED by the Board of Trustees of The Evergreen State College that the following persons are hereby appointed to approve and execute, on a day-to-day basis, purchasing contracts for The Evergreen State College:

Daniel J. Evans, President
Richard N. Schwartz, Vice President for Business
Karen Wynkoop, Controller
Vernon P. Quinton, Purchasing Manager
Laura Nole, Bookstore Manager
George T. Rickerson, Technical Services - Library

Adopted by the Board of Trustees

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 7-82

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
DESIGNATING CERTAIN PERSONS AS
AUTHORITIES FOR CONTRACTING FOR,
PURCHASING, AND LEASING SERVICES
AND PERSONALTY

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 Board of Trustees' Bylaws, 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 the authority for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College when such contracting, purchasing and leasing are in accordance with budgets approved by the Board of Trustees, 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, subsections (6), (7) and (9), to so contract, purchase, and lease; 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 Board of Trustees' Bylaws, 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 authorities for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College when such contracting, purchasing, and leasing are in accordance with budgets approved by the Board of Trustees, 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, subsections (6), (7) and (9), to so contract, purchase and lease, 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 authorities for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College and the delegations of powers and duties set forth in this resolution are made:

For purchases, purchasing contracts, and leases:

- President
- Vice President for Business
- Controller
- Purchasing Manager

For other contracts:

- President
- Vice President for Business

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.

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 8-82
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
PROVIDING FOR THE EXEMPTION OF CERTAIN PERSONNEL
FROM 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. 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. Controller
 - d. Executive Assistant to Vice President for Business
 - e. Director of Auxiliary Services
 - f. Assistant Director of Advisory Services
 - g. Bookstore Manager
 - h. Director of Recreation and Athletics
- 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. 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
June 10, 1982

The Evergreen State College

June 2, 1982

MEMORANDUM

TO: The Evergreen Board of Trustees
FROM: Rebecca Wright, Affirmative Action Officer
RE: Corrective Employment Policy

Here is the second draft of a proposed Corrective Employment Policy for Evergreen, along with my regrets for the additional agenda time which has been required.

From a legal point of view, Evergreen needs this policy to be able to undertake aggressive Affirmative Action hiring to improve declining ratios. This policy in itself does not require the College to do anything; our Affirmative Action policy does that. Corrective Employment is merely implementary.

CORRECTIVE EMPLOYMENT POLICY

I. PURPOSE

"Corrective Employment" is a general term for the policy that establishes a legal framework in which to undertake various Affirmative Action hiring options, none of which are compulsory, automatic, or exclusive. These efforts will vary according to the hiring involved, whether for classified staff, exempt, or faculty positions, and is subject to the discretion of the appointing authority involved. The purpose of this policy is to implement Evergreen's Affirmative Action Policy, WAC 174-148, and to provide a means by which the College may achieve specific employment goals for females, minorities, the handicapped and, as necessary, members of other protected classes.

(Reason for change: the underlined material was added in response to questions to clarify the purpose and nature of this policy, to emphasize the facts that it is neither mandatory nor exclusive, and that hiring procedures for different kinds of jobs will vary.)

II. AUTHORITY

The Evergreen State College is required by Washington Executive Order 79-08 to develop and maintain an affirmative action program in accordance with the regulations developed by the Office of Federal Contract Compliance pursuant to Executive Order 11246.

Higher Education Personnel Board (HEPB) Rule WAC 251-18-390, Corrective Employment Programs, and regulations of the Washington State Human Rights Commission (WSHRC), WAC 162-18, define and authorize the use of corrective employment programs. Each of these authorities provides for the use of selective certification in the referral and selection of persons of the underrepresented groups.

III. DETERMINATION OF NEED FOR CORRECTIVE EMPLOYMENT

Evergreen maintains a computerized workforce array which lists each employee by race, sex, handicapped and veteran status, salary level and occupational classification. Biennially, the Affirmative Action Office compiles availability statistics for each occupational classification, using information from the U.S. Census and Labor Market Information published by the Employment Security Department. The Annual Affirmative Action at Evergreen Report determines any underutilizations.

In addition, the Affirmative Action Office monitors internal and historical trends in employment at the College, and makes available comparisons between this data and the College's official Affirmative Action goals and other Affirmative Action efforts and agreements.

When this data shows that an underutilization exists (according to federal definition) in the classified staff area, the Affirmative Action Officer can ask the Director of Employee Relations to use selective certification, one of the options under this Corrective Employment Policy. Each Faculty and Exempt vacancy shall be reviewed by the appropriate Dean or appointing authority against the national availability statistics and for internal goals to determine whether to fill that vacancy using selective recruitment or other options as described in Section IV.

(Reason for change: This material was revised and condensed from the first draft in response to questions on how Affirmative Action hiring may vary among different job areas, and to clarify the fact that selective certification is one option of many in a Corrective Employment Policy.)

IV. COMPONENTS OF THE PROGRAM

Provisions included in this Corrective Employment Program include authorization for:

- (a) Ascertaining the race and sex and handicap status of applicants.
- (b) Use of knowledge of the candidate's race, sex, and handicap in the referral or selection process.
- (c) Use of special files of applications submitted by members of protected groups to insure contact with such members when employment opportunities become available.
- (d) Use of specially qualified persons or organizations to reach persons of protected groups.
- (e) Use of in-training appointments to employ persons who possess potential for successful performance in specific positions.
- (f) Use of other procedures such as selective certification or selective recruitment that are appropriate to correct the particular conditions at which the program is directed.

V. RESPONSIBILITY

The Evergreen Affirmative Action Policy, WAC 174-148, assigns overall responsibility for its implementation to the Affirmative Action Office. It is the responsibility of the Affirmative Action Office to analyze, evaluate and monitor the institution's success or lack of success in achieving its goals and timetables, and to determine the need for Corrective Employment efforts. Deans and vice presidents have the responsibility for meeting the College's affirmative action goals and commitments in their assigned area. The Director of Employee Relations is authorized to use selective certification in those EEO-6 categories and groups in which an underutilization of protected groups members has been determined.

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

Friday, June 18, 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

Staff Present: John Aikin, Director of Computer Services
Mike Bigelow, Executive Assistant to the Vice President
for Business
Les Eldridge, Assistant to the President and Director of
Community Relations
Dan Evans, President
Chuck Fowler, Director of College Relations
Rita Grace, Recording Secretary
Judy McNickle, Director of Information Services
John Perkins, Academic Dean
Dick Schwartz, Vice President for Business
See permanent roster for others attending

Others Present: Bob Davis, S & A Board (Student)
Shirley Moore, Assistant Attorney General
Bob Shirley, KAOS (Student)
Jack Sylvester, Guest
See permanent roster for others attending

DECLARATION OF FINANCIAL EXIGENCY - Action

The meeting was called to order at 12:05 PM. Mrs. Sylvester presented the gavel to newly elected Chairman Herb Gelman with wishes for a successful year.

Chairman Gelman stated the purpose of the meeting, to consider declaration of financial exigency as outlined in the Evergreen Administrative Code 174-112-860, Reduction in Force Guidelines and Procedures.

President Evans reviewed the Governor's request for agencies to submit proposals for a 8.2 percent budget reduction. Following discussion at the President's Cabinet and Council, the decision was made to declare the first stage of financial exigency.

He informed the Trustees the Governor has since called the Legislature back into session (to convene June 26). President Evans mentioned a meeting among Presidents Gerberding and Terrell, the Governor and himself to discuss problems and alternatives with particular emphasis on higher education. As a result of the cumulative cuts during the course of the biennium (including the 8.2 percent), the second year budget is almost 21 percent lower than the original beginning biennial budget. Higher education, particularly the four-year institutions, has a larger percentage cutback than any other major unit of state government.

Vice President Schwartz told Trustees that 8.2 percent of the 1982 budget of \$13,806,989 (approved at the June 10 meeting) resulted in a reduction of \$1,085,000. Following the President's Council's review of lump-sum items (such as contingency funds, library book money, salary increase money, fuel reserves), it was agreed that the 8.2 percent reduction could not be achieved without impacting personnel.

In response to a question from Chairman Gelman, President Evans reviewed the biennial cuts, indicating that the college has followed decisions made last fall to freeze positions and selectively replace personnel when absolutely necessary.

Chairman Gelman asked about the impact of the cuts on enrollment; Mr. Schwartz responded that it would probably mean a reduction of 100 students (reducing enrollment to 2300 FTE).

Vice President Schwartz discussed the constitution of the Advisory Group which enlarges the President's Council by the addition of at least 3 faculty, 3 classified staff and 3 students and mentioned that declaration of financial exigency allows voluntary leave without pay.

Trustees are to be kept informed of future campus meetings.

Motion
82-29

Mr. Gelman moved approved at the attached Resolution No. 9-82, entitled "Resolution of the Board of Trustees of The Evergreen State College declaring a financial exigency." Seconded by Mr. Berglund and passed.

Student Bob Davis suggested that it would be appropriate to identify areas in which financial exigency would not have to be declared. Staff indicated that decision would have to be made following reports from the individual budget units. Les Eldridge added that the exact level of cut will depend on legislative action.

Trustee Jackson expressed the desire that an across-the-board cut not be the solution for accomplishing the required level of reduction (taking into account the small vital units) and asked that this be taken into consideration. Trustee Sylvester responded she felt the issue had been addressed in the policy.

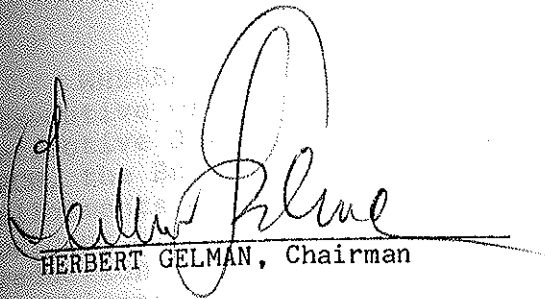
APPOINTMENT OF FINANCE COMMITTEE - Action

Chairman Gelman appointed Trustees Flowers and Sylvester to the Finance Committee.

OTHER BUSINESS AND ADJOURNMENT

Trustee Jackson expressed her pleasure in attending the Vancouver campus graduation.

The meeting adjourned at 12:25 PM.


HERBERT GELMAN, Chairman


ROBERT J. FLOWERS, Secretary

Attachment

Recorded

7-14-82

Action 83 27

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 9-82

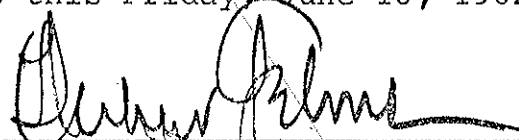
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
DECLARING A FINANCIAL EXIGENCY

WHEREAS, The Governor of the State of Washington pursuant to Executive Order 82-13 has declared a financial emergency effective June 11, 1982, and further, pursuant to chapter 43.88 RCW, the Budget and Accounting Act, the Governor has revised allotments of appropriations downward in the amount of 4.1 percent of the total biennial appropriation for an 8.2 percent reduction in appropriations effective for the remaining year of the biennium; and

WHEREAS, The Evergreen State College Administrative Code authorizes the Board of Trustees, in accordance with EAC 174-112-860 to declare a financial exigency where there has been a reduction in appropriations as caused by the Governor's Executive Order; now, therefore

BE IT RESOLVED by the Board of Trustees of The Evergreen State College that due to the severity of this reduction in funds to the college, the Board hereby declares a state of financial exigency to exist at The Evergreen State College.

Adopted by the Board of Trustees this Friday, June 18, 1982.



HERBERT GELMAN, Chairman
Board of Trustees

SEAL

Attest:


ROBERT J. FLOWERS, Secretary
Board of Trustees