

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

Thursday, January 13, 1983  
The Evergreen State College Campus  
Daniel J. Evans Library, Room 3112  
Olympia, Washington

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

Representatives to the Board Present: Julie Grant, Alum (representing Pat Seaton)  
Jeff Kelly, Faculty  
Victor Moore, Staff  
Joey Silver, Student

Staff Present: Walker Allen, Registrar  
Mike Bigelow, Executive Assistant to the  
Vice President for Business  
Rita Cooper, Director of Employee Relations  
Dan Evans, President  
Rita Grace, Recording Secretary  
Stan Marshburn, Assistant to the President  
Dick Schwartz, Vice President for Business  
Larry Stenberg, Dean of Student and Enrollment  
Services  
Jacquelyn Trimble, Library & WFSE  
Phoebe Walker, Library Staff  
Al Warber, Library & WFSE  
Karen Wynkoop, Controller  
Byron Youtz, Vice President and Provost

Others Present: Devra Beldock, Student (WashPIRG)  
Daniel Kadden, Student (WashPIRG)  
Rich Montecucco, Senior Assistant Attorney  
General  
Annette Newman, Student (WashPIRG)  
Lloyd Peterson, Attorney General's Office

The meeting was called to order by Chairman Gelman at 1:35 PM.  
President Evans introduced Julie Grant, representing the alumni  
president Pat Seaton.

PUBLIC HEARING: FACILITIES USAGE POLICY - Action

The Board convened a public hearing to discuss revision to the  
facilities usage policy. Ken Winkley reviewed the changes and  
responded to Trustee questions. Chairman Gelman questioned the  
appropriateness of inclusion in WAC 174-136-016 of the

following sentence: "Rental of office space on a permanent contractual agreement shall be charged the rate established and published by the controller."

Motion  
83-1

Mr. Flowers moved approval, under Administrative Procedure Act requirements, of the attached revisions to WAC 174-136-015 through -019 relating to facilities usage. Seconded by Mr. Mante and passed.

Subsequent to the meeting, it was decided that Board Resolution No. 7-82, which authorizes certain persons as authorities for contracting for, purchasing and leasing services and personalty, would govern the rental of office space.

#### EXEMPT/FACULTY SALARIES - Action

President Evans reviewed the method for exempt salary increases and added the following language under 2c, bonus distribution: ". . . and may be paid in a lump sum." Individual salary increases were considered in executive session later in the meeting.

Motion  
83-2

Chairman Gelman moved approval of the following recommended formula for distribution of the \$96,000 available for exempt salary increases:

- 1) 3% awarded to exempt employees who
  - a) perform well as evidenced by annual evaluations
  - b) have been in current positions 12 months prior to January, 1983
  - c) have not received a merit increase since October, 1981
- 2) Bonus funds of \$8,000 distributed as follows:
  - a) all exempt employees eligible
  - b) bonus of 1% - 3%, with 3% going to someone for special and significant achievement during the past year
  - c) paid from January - June 30, 1983. The bonus shall not be carried into the next fiscal year and may be paid in a lump sum.

Seconded by Mrs. Sylvester and passed.

Provost Youtz reviewed the faculty salary scale revisions. The faculty study committee appointed in the fall to address the issues of merit pay, recommended (1) some revisions to the faculty handbook, and (2) the concept of a merit bonus. On January 12, the faculty adopted a recommendation to the Board to revise the faculty salary scale to improve the shape of the scale and to extend the scale from experience year 29 to experience year 35. These revisions utilize the 3% available for increases.

Motion  
83-3

Mr. Mante moved approval of the following faculty salary scale:

Experience Yr.	Salary	Experience Yr.	Salary
0	\$15,300	18	\$27,280
1	15,490	19	27,770
2	15,680	20	28,250
3	15,880	21	28,690
4	16,080	22	29,120
5	17,090	23	29,530
6	18,100	24	29,940
7	19,100	25	30,340
8	20,100	26	30,740
9	21,080	27	31,140
10	22,040	28	31,530
11	22,850	29	31,920
12	23,630	30	32,300
13	24,360	31	32,680
14	25,050	32	33,050
15	25,680	33	33,400
16	26,250	34	33,750
17	26,780	35	34,100

Seconded by Mrs. Jackson and passed.

#### REORGANIZATION - Deferred

Action on reorganization was deferred to the February meeting in conjunction with the marketing presentation.

#### UNION CONTRACT - Action

Chairman Gelman reviewed deliberations made during the study session regarding the union contract, expressed some reservation for some of the provisions because of unclear language and the impact, and acknowledged the efforts of both sides and the desire for a common goal.

Motion  
83-4

Chairman Gelman moved to refer the union contract back to the union with two requests (1) reduce the contract period from two to one year, and (2) delete language in Article 15 (Employee Benefits II Parking) referencing parties outside of the contract; and that, if the union states acceptance of these two changes, this motion implies ratification of the contract on behalf of the college without further action. Seconded by Mr. Flowers and passed following further discussion.

Al Warber and Jacquelyn Trimble spoke on behalf of the union regarding the term of the contract. Ms. Trimble felt, in order to change the term, another election would have to be held. Chairman Gelman responded that Trustees were mindful of the problems associated with

the request and suggested the possibility of beginning negotiations now for a two-year contract to commence at the expiration of the one-year contract term. Trustee Mante added that during deliberations Trustees had reduced their concerns from 10 or 12 to 2.

#### APPROVAL OF MINUTES - Action

Motion  
83-5

Mrs. Jackson moved approval of the minutes of the December December 9, 1982 meeting as distributed. Seconded by Mr. Mante and passed.

#### WashPIRG - POLICY DISCUSSION

Students Annette Newman, Devra Beldock and Daniel Kadden were on hand to discuss the proposed establishment of a chapter of the Washington Public Interest Research Group at Evergreen. The students requested that the college act as an agent to collect a refundable \$2.50 student fee each quarter for the purpose of supporting an Evergreen WashPIRG chapter. Ms. Newman presented information on the background and philosophy of WashPIRG (a non-profit organization), and indicated that petition signatures are to be verified prior to the Trustees next meeting. Other areas discussed were bylaws, goals, membership, proposed contract, and benefits to students.

Trustee Mante expressed his support of the concept and suggested inclusion of ex-officio citizen representation and that each school have one vote.

Provost Youtz wondered what part of the money collected remained on campus for research activities, staffing, or student employment. The state board would allocate funding for individual campus projects; Evergreen would be represented on the state board according to the number of student members.

Chairman Gelman expressed concern about the refund process rather than a positive check-off and about the potential number of organizations that might ask Evergreen to collect money for them. Students responded that WashPIRG is a program that benefits everyone on campus. He also inquired as to whether or not students had discussed the educational integration with the Provost.

Julie Grant asked whether other four-year institutions are represented on the board. UW is the only senior institution with a WashPIRG chapter (started in 1976). Mrs. Sylvester wondered how many of the students asked for a refund. UW has a positive check-off process with 22 percent of the student body participating.

Faculty member Chuck Nisbet spoke in support of establishment of WashPIRG on campus.

Trustee Jackson requested the administration analyze the proposal, with an emphasis on academic and fiscal implications, and make a recommendation to the Board prior to Trustee action. Trustee Sylvester added her desire to see examples of the work cited in appendix II.

#### PRESENTATION OF RESOLUTION

Trustee Flowers presented and read a Trustee resolution expressing appreciation and best wishes to Les Eldridge.

#### PRESIDENT'S REPORT

##### Miscellaneous (Evans)

President Evans distributed invitations to the legislative reception on January 31, mentioned the recent articles in the New York Times and the San Francisco Chronicle, and read excerpts from an article in the Spokane Chronicle.

##### Goals and Objectives (Bigelow)

Mike Bigelow reported that 87 percent of the identified objectives will receive positive action by the college; all of the 1982-83 goals will be met. The major disappointment is that, because of budget curtailment, the Master of Environmental Studies program cannot be implemented. The 3-2 engineering program with UW was implemented. Mr. Bigelow indicated his office would enter progress status in the Trustees' 1982-83 goals books. In response to a question from Trustee Flowers, Provost Youtz mentioned preliminary planning for a master's degree in the area of health and human services.

##### Quarterly Report on Self-Supporting Short Courses (Youtz)

Byron Youtz reviewed the establishment of self-supporting short courses in August (to provide educational opportunities for professionals in the area, particularly state employees) and reported on the four fall quarter courses. Provost Youtz indicated the college plans to continue these efforts and would welcome suggestions for topics.

##### Introduction - Assistant to the President (Evans)

President Evans introduced Stan Marshburn (an Evergreen alum) who will soon join the college as Assistant to the President.

##### Trustee Retreat

Trustees will set a retreat date at the next meeting to discuss 1983-84 goals and objectives.



Admissions Statistics (Evans/Allen/Rodriquez)

Walker Allen reported tentative winter quarter statistics, forecasting a headcount of 2,570 students.

Arnaldo Rodriquez discussed admissions statistics and admissions recruiting efforts, including college admissions nights. Chairman Gelman mentioned his attendance at the Tacoma admissions night and his impression of the seriousness of students and the interest of parents.

CPE Meeting (Youtz)

President Evans reported deliberations on the CPE six-year plan at the January 6-7 meetings, indicating the focus of discussion revolved around stratified admissions policies. The end result was to embark on a study. Byron added that the Council for Postsecondary Education acted to change Evergreen's designation from "statewide Liberal Arts College" to "statewide College of Arts and Sciences." WSU was designated as the senior institution in Vancouver; Evergreen has been given a clear role in Vancouver to provide humanities and business programs. A limited state-supported remedial program will be allowed on the regional campuses. UW and WSU will be given more fiscal autonomy on a pilot basis during the 1983-85 biennium. Another major area of the CPE plan was a provision calling upon the Legislature to put into statute a statement of the base support for higher education.

Provost Youtz reported a favorable reception to Evergreen's fourth annual report to the Council.

APPROVAL OF INDIVIDUAL EXEMPT SALARIES - Action

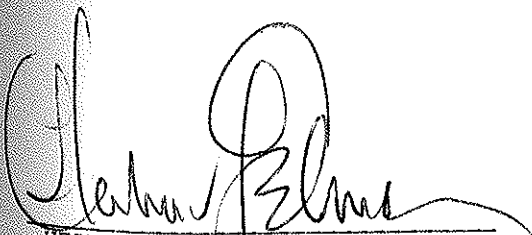
Motion  
83-6

Following an executive session, Mr. Gelman moved approval of the attached salary schedule for exempt personnel, effective January 1, 1983. Seconded by Mrs. Sylvester and passed.

ADJOURNMENT AND DATE OF NEXT MEETING

The next meeting is Thursday, February 10.

The meeting adjourned at 4:12 pm.

  
HERBERT GELMAN, Chairman

  
ROBERT J. FLOWERS, Secretary

AMENDATORY SECTION (Amending Order 78-4, Motion 78-54, filed 12/15/78)

WAC 174-136-015 PROCEDURES FOR SECURING PERMISSION AND RESERVATIONS. (1) No permission is necessary for a speaker or performer invited by a faculty member or staff member to participate in the regular instructional, research, public service or support programs of the college if it is not necessary to make special arrangements for facilities and if the appearance will not disrupt the college's normal operations or interfere with rights of others. (If the event is to be open to the public, the procedures outlined in the following paragraphs must be followed.)

(2) Permission to schedule ((an event or appearance other than as delineated in subsection (1) of this section must be secured via a Production Clearance Report from the (a) Director of Recreation and Campus Activities for events open to the public and events requiring any special arrangements; (b) the Business Manager for commercial activities; (c) from the Conference Coordinator for conferences and conventions)) and reserve space for an event or appearance other than as delineated in subsection (1) of this section must be secured by the following procedures:

(a) For events open to the public and events requiring special arrangements complete a Tentative Production Planning Form (Exhibit I) and Production Clearance Report (Exhibit II) available at the Office of Campus Activities.

(b) For commercial activities in the College Activities Building mall area, contact the Campus Activities Office (Rm 303) and complete the Application for Commercial Use of the College Activities Building (Exhibit III). For commercial activities other than College Activities Building contact the College Controller and complete the forms listed in subsection (2) of this section.

(c) For conferences and conventions for noncollege events, contact the Conferences Coordinator and complete the Conference Reservation form (Exhibit IV), available from the College Conference Office.

(d) For student, faculty, and staff related events not requiring any special arrangements, contact the campus Scheduling Office located in the Office of Facilities and complete a Scheduling Confirmation form (Exhibit V).

AMENDATORY SECTION (Amending Order 78-4, Motion 78-54, filed 12/15/78)

WAC 174-136-016 SCHEDULING AND PROCEDURES. (1) Preference in scheduling space for free use will be given to the college's regular instructional, research, public service, support or college activity programs.

(2) The Director of Facilities or his/her designee shall decide whether the proposed use of the space relates to a college function. Sponsors of all other events or appearances will be charged for the use of college facilities in accordance with the schedule of charges established and published by the ((Business Manager)) controller.

Rental of office space on a permanent contractual agreement shall be charged the rate established and published by the controller.

(3) College activities that do not have a budgetary unit sponsoring the function must register with the Director of Recreation and Campus Activities to be recognized as a college activity.

(4) State agencies, state schools and post secondary institutions in the state of Washington will be permitted to use unscheduled college space free of charge on a single use basis. If the space is to be used for periods longer than ((a week)) two days at a time, these organizations should be charged by the Conference Coordinator.

(5) Special services (e.g., extra janitorial, security, audio visual equipment, coffee) related to special events or appearances will be charged to the user.

AMENDATORY SECTION (Amending Order 78-4, Motion 78-54, filed 12/15/78)

WAC 174-136-018 AUDIO AND VISUAL RECORDING. The sponsor of any event or appearance shall be responsible for obtaining written clearances from the speaker or performer if any audio or visual recording of the presentation is to take place; such clearance shall be deposited with and maintained by the College's Grants and Contracts Accountant. The form for this purpose is attached as Exhibit VI.

AMENDATORY SECTION (Amending Order 78-4, Motion 78-54, filed 12/15/78)

WAC 174-136-019 ACTIVITIES FOR COMMERCIAL PURPOSES. (1) The term "commercial purposes" means the exchange, sale, or purchase of goods, productions, or property of any kind or personal services or entertainment, and/or solicitation, advertising, or other promotion of such exchange, sale, or purchase, when as a result of such activities, profit accrues to one or more individuals or companies, whether or not such individuals or companies are constituted entirely of members of the Evergreen student body, faculty and/or staff. The term "for profit" shall mean monetary gain as an intent of the activity whether or not the activity is in fact profitable.

(2) Charges for use of facilities for commercial purposes shall be made at the scheduled rates except in the following cases:

- (a) Commercial activities to support instructional programs (e.g., bake sales, pottery and ceramic sales).
- (b) Commercial activities by recognized campus activities groups.
- (c) Commercial activities by the regular campus food service.
- (d) Commercial activities by the College Bookstore.
- (e) Commercial activities by publishers and manufacturers who bring to the attention of faculty, staff and students books, equipment and facilities which aid and abet the instructional, research, public service or operational programs of the college.

(3) Application for the use of campus facilities for commercial purposes is made with the ((Business-Manager)) controller. In addition to the satisfaction of any requirements imposed for advanced deposit, bond, and/or insurance, and the indemnification of the college against loss, damage, and/or claims, the application shall include:

- (a) Statement of goals and objectives.
- (b) Justification statement demonstrating the necessity for the venture on campus and an assessment of needs.
- (c) An inventory of legal requirements (including tax obligations) to be met and evidence of the individual's or organization's ability to comply with them.
- (d) A pro forma balance sheet and profit and loss statement with supporting detail for revenue and expense. Projections should cover the next two fiscal years.



00125

Name	Step/ Range	Current Annual	Salary Monthly	Salary Review Committee Correction	Corrected Step/ Range	Merit Base 3%	Recommendation Additional	Proposed Annual	New Monthly	New Step/ Range
<u>Evans Group</u>										
*Beeman, Betty (80%)	A-20	14,316	1,193			3%	143.16 2%	15,053 14,467	1,254.48	A-25 A 23
Fowler, Chuck	H-30	36,156	3,013			3%		37,248	3,104	H-33
Grace, Rita	C-25	22,356	1,863			3%	223.56 2%	23,496 23,040	1,958 1,920	C-30 C 28
Schwartz, Richard	K-31	47,292	3,941			3%	235.46 1%	49,212 48,752	4,101 4,061	K-35 K 34
Stenberg, Larry	I-30	39,408	3,284			3%	197.04 1%	41,016 40,608	3,418 3,384	I-34 I 33
Washburn, Sue	F-37	32,628	2,719			3%	487.42 3%	33,612	2,801	F-40
Youtz, Byron	L-32	52,068	4,339			3%	520.68 2%	54,720 53,640	4,560 4,470	L-37 L 35
<u>Washburn Group</u>										
Bridwell, Betsy	D-4	19,776	1,648			3%	98.88 12	20,376	1,698	D-7
Hunter, Steve	D-10	20,988	1,749			3%	314.82 3%	22,204 21,624	1,857 1,802	D-16 D 13
McNickle, Judy	E-19	25,020	2,085			3%	375.30 3%	26,568 25,776	2,214 2,148	E-25 E 22
<u>Schwartz Group</u>										
Aikin, John	H-45	41,976	3,498			3%	209.88 12	43,248	3,604	H-48
Bigelow, Mike	F-40	33,612	2,801			N/A	504.18 3%	35,328 33,612	2,944 2,801	F-45 F 40
Chandler, Jean	C-5	18,324	1,527			3%	183.24 2%	19,260 18,876	1,605 1,573	C-10 C 8
Cooper, Rita	F-38	32,952	2,746			3%	329.52 2%	34,032 33,448	2,836 2,829	F-43 F 41
Lambertz, Jan	D-38	27,732	2,311			N/A	415.98 3%	28,584 27,732	2,382 2,311	D-41 D 38
Winkley, Ken	I-37	42,252	3,521			N/A	211.26 1%	42,684 42,252	3,557 3,521	I-38 I 37
Wright, Rebecca	C-22	21,696	1,808			3%		22,356	1,863	C-25
Wynkoop, Karen	H-18	32,088	2,674			N/A	481.32 3%	32,724 32,088	2,727 2,674	H-20 H 18
Steilberg, Peter	E-29	27,648	2,304			N/A		27,648	2,304	E-29
<u>Auxiliary Group</u>										
Jacob, Ken	F-48	36,408	3,034			2%	364.08 2%	37,140	3,095	F-50*
Smith, Shary (20%)	C-3	2,694.60	299.40	319.80	D-1	3%		2,970	330	D-4
Ward, Donnagene	B-9	17,496	1,458.00	1,458.00	4444	3%	174.96 2%	18,204 18,024	1,517 1,502	B-13 B 12

\*Needs to be reviewed by the Salary Task Force since Security Added now

5,473.74

Name	Step/ Range	Current Annual	Salary Monthly	Salary Review Committee Correction	Corrected Step/ Range	Merit Base 3%	Recommendation Additional	Proposed Annual	New Monthly	New Step/ Range
<b>Stenberg Group</b>										
Allen, Walker	F-35	31,996	2,666			3%	319.92 2%	33,612	2,801	F-40 F38
Chun, Georgette	C-11	19,452	1,621			3%	97.26 1%	20,244	1,687	C-15 C-14
Kerlin, Christine	C-11	19,452	1,621			3%	97.26 1%	20,244	1,687	C-15 C-14
Munton, Betty	C-1	17,604	1,467			N/A		17,604	1,467	C-1
*Martin, Gail	E-21	25,524	2,127			N/A	255.24 2%	26,040	2,167	E-21
Rodriguez, Arnaldo	F-26	29,244	2,437			3%	146.22 1%	30,432	2,536	F-30 F29
Rowan, Richard 90% (10M)	C-21	16,110	1,611			3%	96.66 1%	16,570	1,665	C-25 C24
Scrima, Doug (10M)	C-3	14,970	1,497	1,599	D-1	3%		16,480	1,648	D-4
Smalls, Albert (10M)	C-2	14,820	1,482	1,599	D-1	3%		16,480	1,648	D-4
Smith, Shary 80% (9M)	C-5	10,778.40	1,197.60	1,279.20	D-1	3%	76.75 1%	11,866	1,318.40	D-4
Thomas, Laura	E-17	24,528	2,044			3%	122.64 1%	25,524	2,127	E-21 E20
Weston, Joyce	E-3	21,336	1,778			N/A	106.68 1%	21,552	1,796	E-4 E3
<b>Youtz Group</b>										
Conrad, Joan	E-2	21,132	1,761			3%	105.66 1%	21,984	1,832	E-6 E5
Enmons, Kelly	B-11	17,856	1,488			3%	89.28 1%	18,384	1,532	B-14
Hall, Mike	C-3	17,964	1,497			3%	89.82 1%	18,696	1,558	C-7 C6
Harper, Edna (10M)	B-2	16,320	1,360			3%	81.60 1%	16,150	1,415	B-6 B5
Perkins, John	J-25	40,872	3,406			3%	204.36 1%	42,540	3,545	J-29 J28
Pedersen, Sarah	D-6	20,172	1,681	1,743	E-1	3%	104.58 1%	21,552	1,796	E-4
Robinson, Mary	E-12	23,340	1,945			3%	116.70 1%	24,048	2,004	E-15
Smith, Barbara	J-25	40,872	3,406			3%	204.36 1%	42,540	3,545	J-29 J28
Stilson, Malcolm	D-37	27,468	2,289			3%	137.34 1%	28,584	2,382	D-41 D40
Thomas, Ernest	F-20	27,552	2,296			3%		28,380	2,365	F-23
Jordan, Stella	D-20	23,184	1,932			3%		23,892	1,991	D-23
Thompson, Craig (80%)	C-19	16,848	1,404			3%		17,352	1,446	C-22
West, April (60%) (11M)	C-6	10,175	925			3%		10,483	953	C-9
*Smith, Susan	14	33,376	2,783	2,976	17	3%		36,373	3,031	18 (Faculty Scale)
Ybarra, Thomas	D-14	21,840	1,820			3%		22,500	1,875	D-17
Bird, Cornelius	B-7	17,148	1,429			3%		17,664	1,472	B-10
*Rickerson, George	F-11	25,188	2,099			3%	125.94 1%	26,200	2,184	F-14 F-14
Warren, Sherry	B-12	18,024	1,502			3%		18,564	1,547	B-15
Hamley, Jeff	B-9	17,496	1,458			3%		18,024	1,502	B-12

2,578.27

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8,052.01