

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

Wednesday, October 8, 1986
Daniel J. Evans Library
Olympia, Washington

Trustees Attending: Herbert Gelman
George E. Mante
Richard S. Page
David K. Y. Tang
Allan M. Weinstein

Absent: Thelma A. Jackson
William T. Robinson

Representatives
to the Board
Present: Don Finkel, Faculty
Marianne Kawaguchi, Staff

Staff Present: Keith Eisner, Information Specialist
Rita Grace, Administrative Assistant to the President
Patrick Hill, Vice President and Provost
Jan Lambertz, Director of Recreation & Athletics
Gail Martin, Vice President for Student Affairs
Joseph Olander, President
Barbara Smith, Academic Dean
Susan Washburn, Vice President for Development and
Administrative Services
See permanent roster for others attending

Others Attending: Rich Montecucco, Senior Assistant Attorney General

The meeting was called to order at 1:30 PM by Chairman Richard Page.

The Board welcomed Don Finkel, new faculty representative sitting with the Board. President Olander announced the resignation of student representative Sam Segall.

PRESIDENT'S REPORT

President Olander informed Trustees of plans to celebrate in March the 20th year of existence, commemorating Evergreen's founding in 1967. Trustee Gelman asked Trustee endorsement of his participation (at Larry Stenberg's invitation) in this planning process. Endorsement granted.

APPROVAL OF MINUTES - Action

Motion
86-35

Mr. Mante moved approval of the distributed minutes of the August 13, 1986 meeting, noting a correction in motion 86-31 (Mr. Mante seconded the motion - not Mrs. Jackson). Seconded by Mr. Gelman and passed.

SEXUAL HARASSMENT POLICY - Action

Margarita Mendoza de Sugiyama introduced Art Mulka who had served as chairman of the sexual harassment DTF and reviewed briefly the flow chart Trustees had requested her to develop regarding policies, regulations and statutes related to sexual harassment. Rich Montecucco added his opinion that this was a good policy and provided informal means to resolve complaints.

**Motion
86-36**

Mr. Tang moved approval of the attached sexual harassment policy which has already been adopted by the faculty, with the understanding that this policy will be included in the Social Contract and the Faculty Handbook. Seconded by Mr. Weinstein and passed.

RESCINDING MOTIONS CONCERNING THE ISSUANCE OF ONE- AND THREE-YEAR FACULTY CONTRACTS - Action

President Olander reviewed this proposed request which will allow the administration to implement a personnel action and reaffirm the Board's intention to delegate authority to the President and Provost matters having to do with faculty evaluation and hiring. Trustee Tang went on record as opposing this motion with the exception of the faculty personnel action discussed in executive session. His concern is directed to policy considerations behind the Board's role in hiring and retention decisions. He applauded the efforts underway by the faculty in redesigning the faculty evaluation process. His position was that we ought to start with a clean slate, which would entail the rescinding not only of this Board's action in May but also the resolution passed in 1974 which delegated, in part, the Board's authority with respect to appointments to the Academic Deans. He stated for the record his desire that the rescission of the May 14 action not convey the wrong message to faculty or community--it does not reflect disinterest on the Board's part. Indeed he felt faculty evaluation is the most important matter to come before the Board this year.

Trustee Gelman expressed his opinion that the record ought to be in a position where it stood prior to May, 1986.

**Motion
86-37**

Mr. Gelman moved to rescind action taken on May 14, 1986 (Motions 86-12, 86-13, 86-14, and 86-15) concerning issuance of three- and one-year faculty contracts and refer action back to the President and Vice President and Provost under currently delegated authority. The Board would like to review these actions as information items only. Seconded by Mr. Mante and passed, with Mr. Tang voting negatively.

Chairman Page thought the important action being taken was to underline the fact that these appointments are properly delegated to the President and the Provost. Trustees are interested in an improved evaluation process.

TUITION WAIVERS - Action

Gail Martin recommended approval of expansion of the tuition waiver policy to include children of law enforcement officers/fire fighters who lost their lives or became totally disabled in the line of duty. It is the responsibility of the Dean of Enrollment Services to determine on an annual basis the number of waivers to be granted. (The original policy gave responsibility to the Board, but a later revision assigned responsibility to the Dean of Enrollment Services.)

**Motion
86-38**

Mr. Gelman moved approval of revisions to the attached tuition waiver policy (EAC 174-162-510 through -535). The major revision expands the Board's previous decision to offer waivers to veterans to include also children of law enforcement officers or fire fighters who lost their lives or became totally disabled in the line of duty. Seconded by Mr. Mante and passed.

OTHER BUSINESS AND INFORMATION**Additions and Changes to 1986-87 Faculty Personnel Actions**

President Olander informed Trustees of changes in the contract status of five faculty and announced the addition of six one-year faculty appointments since the August meeting.

Preliminary Tenth Day Enrollment

Steve Hunter distributed and discussed highlights of preliminary fall 1986 enrollment statistics; comparison of 1986 fall statistics with previous fall quarters; and information regarding grade point average of entering freshmen (responding to a request last academic year from Trustee Tang).

Fall quarter headcount is 2964 and FTE is 2837 students (another fall quarter record). Plans in place to manage enrollment in winter and spring should be sufficient to enable the College to meet the annual target of 2600 FTE students. Trustee Tang mentioned that he had inquired about grade point averages of entering students in the context of the larger question of admissions standards and wondered whether standards had been formulated to use as a screening mechanism. A DTF is to be charged this year to look at admissions requirements; in addition, staff has not wanted to deviate substantially from what is published in the catalog. GPA has gone up slightly because of reduced number of conditional students.

Update of Washington State Institute on Public Policy

Russ Lidman distributed some recent publications and reviewed the (1) history of WSIPP (existed for a little over three years; Lidman is the third director); (2) the membership; (3) relationship with and direction from the legislature; (4) responsibilities (including high level nuclear waste repository); and (5) goals.

Review of Recreation and Athletic Program

Jan Lambertz distributed a background packet, introduced athletic and recreation staff members, and acknowledged that her last presentation to the Board was made in 1981. She provided an overview of the various components of this division:

- 1) Leisure education - approximately 1/3 of Evergreen's headcount participates in leisure education;
- 2) Sports and recreation programs - three levels (intramural and drop in, club sports and intercollegiate athletics);
- 3) Outdoor pursuits - Wilderness Resource Center, trips, instruction, seminars, clinics, leadership, Budd Inlet sailing club;
- 4) Campus Recreation Center - pool, racquetball, weight training, exercise and dance;
- 5) Special events - runs, fund raisers, tournaments, etc.;
- 6) Recreational arts - on hold due to lack of facility.

Ms. Lambertz discussed the shift in emphasis to health and recreation in response to the strategic plan. The "wellness" emphasis will be seen in all program components with activities such as: (1) increased CRC access; (2) shift in orientation for some sports from intercollegiate to club; (3) development of full-spectrum--lifetime sports offerings; (4) increased health and fitness offerings in Leisure Education. Ms. Lambertz reviewed sources of funding for last year's budget (institutional - 1/3; S&A - 1/3; and revenue generated - 1/3). The presentation concluded with a slide presentation.

Trustees complimented the recreation/athletic staff on the excellence and professionalism of this presentation.

Trustee Tang encouraged support of this program in future budgets; he felt it ought to be showcased. Chairman Page suggested making this presentation available to the Trustees unable to attend.

Admissions Statistics

Steve Hunter reviewed admissions statistics for fall, 1986 and winter 1987.

Legislative Update

Stan Marshburn reviewed the legislative relations campaign involving a meeting with local legislators, future meetings with committee chairs, and other key people regarding Evergreen's budget. In December, Mr. Marshburn will present goals and objectives for the session.

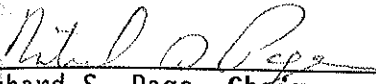
Chairman Page wondered if, at some point, the Board ought to be on record in support of salary increases for faculty.

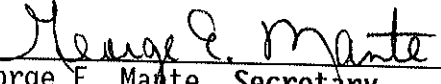
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DATE OF NEXT MEETING AND ADJOURNMENT

The date of the next meeting was set for December 10 with a work session on November 12.

The meeting adjourned at 3:30 PM.


Richard S. Page, Chairman


George E. Mante, Secretary

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Attachments

SEXUAL HARASSMENT POLICY

Sexual harassment is a form of sexual discrimination and is a violation of the College's Affirmative Action Policy. The Evergreen State College will not tolerate or condone sexual harassment by students, staff, administrators, or faculty and will vigorously protect the civil rights of all community members.

Sexual harassment is defined as the use of one's authority or power (explicitly or implicitly) to coerce another into unwanted sexual relations or to punish another for his or her refusal. Sexual harassment also exists when a member of the College community creates an intimidating, hostile, or offensive working or educational environment through verbal or physical conduct of a sexual nature.

This policy recognizes that under the law third parties may file a complaint of sexual harassment.

Finally, this policy shall not be construed in a manner that curtails academic freedom of faculty and students to choose instructional materials and to discuss them in a manner appropriate to the theme of the program.

APPLICATION OF CURRENT GRIEVANCE PROCEDURES

"Members of the Evergreen Community who come into conflict on issues of discrimination and retaliation must first make a determined effort to resolve problems between themselves in a constructive and mutually agreeable manner. If the situation remains unresolved, a complainant (the person making the complaint) or the respondent (the person complained about) may contact the Affirmative Action Office for the purpose of policy clarification, informal discussion, advice and assistance." (Affirmative Action Policy Grievance Procedures)

Any complaint of sexual harassment is to be filed with the Affirmative Action Officer within a period not to exceed 180 days of the alleged incident. After preliminary investigation, any nuisance case found to be capricious and without merit will be dismissed by the Affirmative Action Officer within 10 days of the initial complaint.

For a case which has merit, every effort will be made to resolve the issues regarding sexual harassment complaints at the level at which they arise through informal procedures outlined in the Affirmative Action Policy (3.300). As noted above, the normal first step in a discussion of the issues between the parties involved, either alone or with a third party acting as facilitator. Where such facilitation does not prove satisfactory to the parties involved, the Affirmative Action Officer may appoint a mediator to assist in the resolution of the case.

If mediation proves unsuccessful, a formal complaint may be filed according to the guidelines of the Affirmative Action Policy (3.300). In handling formal complaints, standardized forms and processes will be used for recording the nature of the complaint, the discussions with those involved, and the resolution of the case.

Where "probable cause" has been determined, the procedure outlined in the Affirmative Action Policy are to be followed (3.300). These include the

holding of a hearing on the findings of "probable cause" in the case of exempt employees, faculty, or students. Classified staff currently have HEPB Rules to govern procedures in the case of such findings. Final appeal on the findings rests with the Board of Trustees on this campus as outlined in the Affirmative Action Policy.

A binding agreement will be signed by all parties at the termination of any formal complaint investigation process. This is important if there is further litigation by either complainant or respondent. At all times, procedures of due process will be observed.

VIOLATION OF POLICY

Violations of the College's policy on sexual harassment are violations of the laws applying to discrimination, that is, Title VII of the 1964 Civil Rights Act as amended and Title IX of the Federal Education Amendments of 1972. (WAC 174-109-020)

Employees held in violation may be met with appropriate sanctions according to the gravity of the case, including warning, reprimand, suspension without pay for a specified length of time, or reassignment to different teaching or working responsibilities. Acts of sexual harassment of a very serious nature (e.g., sexual blackmail or sexual assault) may warrant a recommendation of removal for cause or may warrant criminal action.

Students held in violation may face a warning, conditional re-enrollment, or disenrollment depending on the seriousness of the case. Acts of sexual harassment of a very serious nature may warrant criminal action.

Sanctions of whatever kind are to be applied by the campus adjudicator (in the case of students), by the appointing authority (in the case of staff), or by the Provost (in the case of faculty).

Both due process and the protection of one's civil rights are to be safeguarded in the imposition of sanctions as a violation of policy on sexual harassment.

IMPLEMENTATION OF POLICY

Ongoing education and training shall be used as the basic strategy for dealing with both short- and long-range issues surrounding sexual harassment. The Affirmative Action Officer, in consultation with the Agenda Committee, staff administrators, and pertinent student groups, will develop and implement all appropriate programs dealing with the legal and broader sensitizing issues of sexual harassment.

PUBLICATION OF POLICY ON SEXUAL HARASSMENT

This policy, with its procedures, sanctions, and implementation strategy through education, will be included in the Social Contract and the Faculty Handbook after approval by the Board of Trustees of the College.

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THE EVERGREEN STATE COLLEGE

EAC 174-162 STUDENT AFFAIRS - TUITION WAIVERS

EAC 174-162-510 AUTHORITY

The Board of Trustees may exempt veterans from tuition and operating fees if the veterans are no longer entitled to federal vocational or educational benefits conferred by virtue of their military service; subject to the limitations of this policy, and to all children after the age of nineteen years of any law enforcement officer or fire fighter who lost his life or became totally disabled in the line of duty while employed by any public law enforcement agency or full-time or volunteer fire department in this state.

The Dean of Enrollment Services will be responsible for reviewing, approving or disapproving the requests for waivers, and determining on an annual basis the number of waivers to be granted.

EAC 174-162-520 ELIGIBILITY - Veterans

To qualify for this policy the veteran must:

- 1) have been discharged with other than dishonorable, bad or undesirable conditions.
- 2) have completely exhausted all federal educational and vocational benefits including any extensions.
- 3) establish financial need equivalent to that of students eligible for other forms of financial aid -- federal or state work study.
- 4) not be seeking a second or other undergraduate degree.
- 5) pay the service and activities fees at the time of registration.
- 6) have enrolled in a state college on or before October 1, 1977.
- 7) be in good academic standing according to the College's Academic Standing Policy, and in good social standing according to the College's Social Contract.
- 8) be eligible for this tuition waiver only if the student's financial need can not be fully met by other sources of student aid.

EAC 174-162-525 ELIGIBILITY - Children of Law Enforcement Officers/Fire Fighters

To qualify for this policy the children, nineteen years or older, of law enforcement officers or fire fighters who lost their life or became totally disabled in the line of duty while employed by any public law enforcement agency or full-time or volunteer fire department in this state must:

- 1) establish financial need equivalent to that of students eligible for other forms of financial aid -- federal or state work study.
- 2) not seeking a second degree or other undergraduate degree.
- 3) pay the service and activities fees at the time of registration.
- 4) be in good academic standing according to the College's Academic Standing Policy, and in good social standing according to the College's Social Contract.

Approved by Board
10-8-86

- 5) be eligible for this tuition waiver only if the student's financial needs can not be fully met by other sources of student aid.

EAC 174-162-530 APPLICATION PROCEDURE - Veterans

To apply for the waiver, the veteran-student should forward a letter of application to the Dean of Enrollment Services indicating the quarter for which the waiver is sought. Application asking for the waiver to be applied to a previous quarter will not be considered. In addition, the request must be a summary of need statement for the Financial Aid Office.

The waiver may be for one, two or three quarters. It is expected that the waiver may be renewed though graduation as long as the student is making progress toward graduation.

EAC 174-162-535 APPLICATION PROCEDURE - Children of Law Enforcement Officers/Fire Fighters

Children of any law enforcement officer or fire fighter who lost his/her life or became totally disabled in the line of duty while employed by any public law enforcement agency or full-time or volunteer fire department and who are nineteen years or older must submit a letter of application to the Dean of Enrollment Services along with a letter from the appropriate agency certifying that the applicant meets the above eligibility criteria. In addition, the request must have a summary of need statement from the Financial Aid Office. The waiver may be for one, two or three quarters. It is expected that the waiver may be renewed though graduation as long as the student is making progress toward graduation.