

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

**Wednesday, August 12, 1987  
Daniel J. Evans Library  
Olympia, Washington**

**Trustees Attending:** Kay Boyd  
Herbert Gelman  
George E. Mante  
Richard S. Page  
William T. Robinson  
David K. Y. Tang  
Allan M. Weinstein

**Representatives  
to the Board  
Present:** Pam Bowe, Alumni  
Susan Ramsauer, Staff

**Staff Present:** Donna Carpenter, General Services  
Rita Grace, Administrative Assistant to the President  
Patrick Hill, Vice President and Provost  
Stan Marshburn, Assistant to the President  
Gail Martin, Vice President for Student Services  
Shawn Newman, College Legal Counsel  
Joseph Olander, President  
Mike Wark, Information Services  
Sue Washburn, Vice President for Development and  
Administrative Services  
Ken Winkley, Associate VP for Administrative Services  
Karen Wynkoop, Assistant VP for Academic Budget and  
Financial Planning  
See permanent roster for others attending

**Others Attending:** Richard Montecucco, Assistant Attorney General  
Mike Peters, McLane Fire District

**WORK SESSION:**

The work session was called to order at 9:10 AM. Items discussed included the Higher Education Coordinating Board master plan for higher education, Evergreen's admissions policy, and the faculty evaluation policy.

**PUBLIC MEETING:**

The regular meeting was called to order by Chairman Tang at 1:45 PM. President Olander introduced Pam Bowe who was recently chosen by the Alumni Association to sit with the Board of Trustees.

**PRESIDENT'S REPORT**

President Olander mentioned (1) the Society for Values in Higher Education conference being held at Evergreen, (2) AT&T's co-sponsorship with Evergreen of a Pacific Rim Trade conference to be held in Seattle on October 29, (3) Consul General of Japan's plans to bring well-known Japanese novelists to UW and Evergreen, (4) Evergreen's Title III application for \$2.5 million, (5) the Higher Education Coordinating Board's master plan and Evergreen's transition in Vancouver, and (6) invited Trustees to attend a staff retreat October 7-9.

Chairman Tang expressed his pleasure concerning the building progress for student housing.

**APPROVAL OF MINUTES - Action**

**Motion** Mr. Weinstein moved approval of the minutes of the June 22, 1987,  
87-22 and July 8, 1987, Board meetings as submitted. Seconded by Mr. Gelman and passed.

**ADMISSIONS POLICY - Action**

Patrick Hill referenced the work session discussion regarding Evergreen's admissions policy. He reviewed the proposal of a disappearing task force, which clarified the kinds of students Evergreen is seeking and reaffirmed the policy of admitting students from the top half of the graduating class with a small exception for conditional admits. Provost Hill felt, from the morning discussion, it was obvious Evergreen had to clarify and define still further the seeking of the match between potential students and Evergreen. President Olander directed Arnaldo Rodriguez and Patrick Hill to develop a rationale which makes more explicit and more specific the educational match issue and the link between the articulated criteria and how it is done internally. This would then come back to the Board for its reaction and would also become part of the comments Evergreen submits to the Higher Education Coordinating Board regarding their proposed master plan.

**Motion** Mr. Page moved approval of the attached policy relating to  
87-23 student admissions standards and procedures. Seconded by Mr. Robinson and passed.

**FACULTY SALARY GRID - Action**

Provost Hill reviewed the proposed faculty salary grid which embodies two changes--incorporation of a 4.5% across the board increase authorized by the Legislature (continuation of the March 1, 1987 increase) and an adjustment of the lower end of the scale (year 15 and below) to make the entry level salaries more competitive.

**Motion** Ms. Boyd moved approval of the attached faculty salary scale which  
87-24 increases the original 1986-87 scale by 4.5% for all experience years for continuing faculty with three-year contracts; increases

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**Motion** experience years 15 and above by 4.5% for newly hired faculty; and  
**87-24** increases experience years 2 through 14 between 6.1% and 26.2% for  
**cont.** newly hired faculty. The scale is effective until March 1, 1988.  
Seconded by Mr. Gelman and passed.

#### AMENDMENTS TO PRESIDENTIAL CONTRACT - Action

Trustee Page announced that pursuant to the Board's performance review of the President last winter, it is the Board's pleasure to amend the President's contract in two ways: (1) recognition of the President's performance by a salary increase effective March 1, 1988, and the intention to determine an additional increase by December 1, 1988; and (2) renewal of his formal contract. Some confusion existed regarding the elements of the contract renewal. College Legal Counsel will revise the language of the addendum. On behalf of the entire Board, Chairman Tang expressed the Board's extreme satisfaction with the President's performance, thanked the President for all of his efforts on behalf of Evergreen, and expressed the Board's gratitude and obligation to the President.

**Motion** Ms. Boyd moved approval in concept of the addendum to the  
**87-25** President's contract dated August 12, 1987, with the understanding that the specific language would be developed by College Legal Counsel and the Chairman. Seconded by Mr. Weinstein and passed. The contract as further revised is attached.

President Olander expressed his appreciation in working with the Board.

#### GRANTING OF HONORARY DEGREE - Action

President Olander told Trustees that Governor Gardner had asked Evergreen to seriously consider giving an honorary degree (something heretofore not done at Evergreen) to the outgoing Governor of the Hyogo Prefecture in Japan. Governor Sakai has been an ardent supporter of this state's economy, and of cultural and educational exchanges. He requested the authority of the Board to be able to grant an honorary degree; he will then consult with the MPA faculty in order to get their concurrence. The MPA was chosen because Governor Sakai has been a distinguished public servant. President Olander expressed the desire to see Evergreen award honorary degrees but cautioned that it has to be done very carefully.

**Motion** Mr. Page moved Board endorsement of granting of an honorary  
**87-26** degree to Tokitada Sakai, outgoing Governor of Hyogo Prefecture in Japan. Seconded by Mr. Gelman and passed.

Chairman Tang was pleased to see this action and expressed the hope that procedures be worked out in the future for the granting of honorary degrees.

President Olander mentioned other aspects of his trip to Japan as a guest of the Ministry of Foreign Affairs.

**UNION-MANAGEMENT CONTRACT - Policy Discussion**

Ken Winkley reviewed the union contract negotiations, explaining the impasse reached on a phrase proposed by management in Article 5 restricting the bargaining authority of the union-management committee. The College administration's recommendation is that mediation be sought through the Director of the Higher Education Personnel Board. Failing success at mediation, the administration recommends moving to the next step of arbitration. Management agrees with Trustees that either the word "negotiation" be removed from the preamble and Article 5, or the phrase in question be included.

The Board gave general endorsement for the administration to proceed to mediation and arbitration, if necessary, on this issue.

**OTHER BUSINESS AND INFORMATION****Campus Fire Station**

Ken Winkley reviewed a proposal received from the McLane Fire District to construct a fire station on College land assuming funds could be obtained through a bond issue and terms of the lease could be negotiated. The Fire District feels they could provide Evergreen better service (TESC accounts for 38% of their calls); they could reduce response time to alarms and emergency situations on campus by three minutes; and the construction cost would be reduced with a campus location. There would be no additional cost to Evergreen.

Given voter approval in November, a lease would be prepared for the Board's approval.

Mr. Winkley introduced Mike Peters from Fire District No. 9 who addressed the issue of the terms of the lease (a minimum of a 20-year lease is preferred).

Trustees endorsed the concept of leasing College land to Thurston County Fire Protection District No. 9 for the purpose of constructing a fire station and training tower on campus at the District's expense. The final terms of the lease would be subject to Board approval following District No. 9 voter approval of a bond issue for construction.

**Student Affairs Report (Housing and Minority Recruitment Money)**

Gail Martin reviewed progress on the construction of new housing for 200 additional beds. The dorms are to be turned over to housing by September 7 (one week later than originally agreed to). The community center is to be completed by September 15. The retention rate in housing this past year was 85.7%.

Ms. Martin mentioned the issue of minority recruitment and retention (commitment of \$75,000 to do something more visible and effective to improve

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the College's record). She plans to bring a proposal to Trustees in September and ask their approval in October.

### National Association of College & University Attorneys

Shawn Newman informed the members of the Board who are attorneys that they will be on the mailing list of the National Association of College and University Attorneys.

### Conferences

Provost Hill mentioned the successful two-week National Faculty summer institute, which culminated in a visit with Governor Gardner. Based upon the feedback from this conference and from the SVHE conference, Dr. Hill had glowing comments for Evergreen's Conference Services.

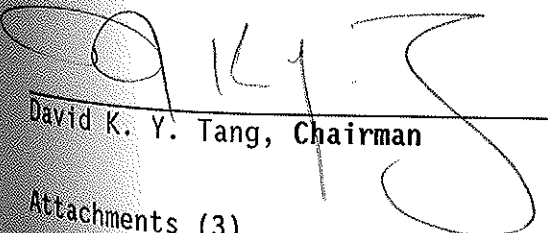
### Higher Education Coordinating Board Master Plan

Based upon conversation earlier in the meeting and at the morning work session, President Olander distributed a draft plan for Evergreen's response to the Higher Education Coordinating Board Master Plan. A lengthy discussion followed. Staff will determine which issues are the most important for Evergreen to put forward to the Higher Education Coordinating Board. The Board discussed a potential conference call the first of September.

### ADJOURNMENT AND DATE OF NEXT MEETING

The date of the next meeting was set for October 14 (but subsequently was changed to October 19), with a work session scheduled for September 23.

The meeting adjourned at 3:35 PM.

  
David K. Y. Tang, Chairman

Attachments (3)

  
Allan M. Weinstein, Secretary

THE EVERGREEN STATE COLLEGE

April 9, 1987

TO: Patrick J. Hill

FROM: Admissions DTF

SUBJECT: DTF Report: Student Admissions Policy and Procedures

I. The Charge of the Committee

The DTF was asked to examine the College's current admissions policies and procedures, and to determine whether we need to change them in light of recent developments concerning the College. For one, Evergreen is experiencing a substantial increase in the number of applicants seeking enrollment. For another, the HEC Board is in the process of setting down various guidelines that would affect the entire Washington state system of higher education, including standards of admission to all public institutions in the state. If Evergreen wishes to maintain certain autonomy in admitting students, we need to communicate effectively the policies and procedures we would like to implement. The HEC Board has indicated they will at least listen to our wishes. Also, the Strategic Planning document is now in place, and a part of it addresses the question of admissions. It is concerned that we continue to offer quality education within alternative structures of teaching and learning, and that we continue to serve representative categories of people in our society.

II. Procedures followed in the Committee

The committee met in the months of December 1986 and January 1987 to discuss the issues stated in our charge. From these deliberations, the committee composed a questionnaire seeking an expression of sentiment held toward the kinds of students the College should admit. The DTF sent out around 160 questionnaires to the entire faculty, some of the administration, and a few staff people. The committee studied the responses in the questionnaires (34 were returned); in addition, the committee read admissions policies and procedures as they were stated in other college catalogues. Some of the committee members then wrote separate statements addressed to these points: (1) how admission policy and procedures should read in the Evergreen catalogue; (2) who are the ideal students Evergreen should attract and recruit; and (3) what are the minimal requirements applicants need to meet to be admitted as students to the College.



From the committee's group discussions, the findings of the questionnaire, the reading of other college catalogues concerning admissions, and the collection of ideas expressed in the separate written statements made by individual committee members, the following Admissions policies and procedures are recommended.

### III. Recommendations of the DTF

#### A. Prospective Students

As a college committed to fostering individual and collective growth in a democratic society, Evergreen wants to attract students of diverse culture, race, age, previous educational and work experience, geographical location, and socio-economic background.

The College welcomes students who demonstrate a spirit of inquiry, an eagerness to improve, a willingness to work -- and this in increasingly self-directed ways --, a desire to communicate articulately and clearly in both writing and speech, and a willingness to use these traits helpfully and productively with others.

The College wants students who also express an interest in campus or community involvement, a respect and tolerance for individual differences, and a willingness to experiment with alternative structures of teaching and learning as these have evolved at Evergreen over the past two decades. Prospective students should seek full information concerning these modes of study.

#### B. Requirements for Prospective Freshmen

Normally, graduates in the upper half of their graduating class, and who have completed a college preparatory program, will be considered for admission. If class standing is not available, applicants will be considered individually. Students planning to enter directly from high school are required to have completed this college preparatory program:

1. Three years of English selected from courses designed to develop college-level reading and writing proficiencies;
2. Two years of mathematics, selected from algebra, geometry, trigonometry, advanced algebra and higher-level courses;
3. Two years of science, including one year of laboratory science; and

4. Two-and-a-half years of social studies.

We strongly recommend an additional year of English and of mathematics, and two years of a foreign language.

#### C. Requirements for Transfer Students

Transfer students will be considered for admission if they have made satisfactory progress at a previous college(s) and exited in good academic standing. We encourage college transfers to have completed the freshman composition sequence (including the research paper) offered at their present college.

Applicants from other institutions who have completed 45 or more quarter hours of college-level credit (or the equivalent) need not submit high school transcripts or test scores. Those who have completed less than 45 quarter hours must submit high school transcripts as well as college transcripts.

#### D. Requirements for International Students

The College will consider applications from freshmen international students who have met the minimum entrance requirements for college in their native country and can provide evidence of proficiency in English.

Those international students transferring from a college must provide official transcripts of academic work taken at their institution. Students coming directly from a school outside of the United States must score a minimum of 525 on the Test of English as a Foreign Language. International students transferring from colleges in the United States may take an off-campus language assessment instead of the TOEFL. International students must show evidence of having at least \$10,000 (U.S.) to pay normal expenses for one year's enrollment at Evergreen.

#### E. Requirements for Others

1. G.E.D.

Applications will be considered from persons 18 years or older who have not graduated from an accredited high school, but who have completed the General Educational Development tests. Normally, G.E.D. test scores should be at the 60th percentile or above in all categories.

## 2. Conditional admissions

Students whose high school or college records fall below the criteria described above but who feel they are now ready to work at a challenging pace and succeed, may apply for conditional admission by submitting additional information such as a personal letter or essay, letters of recommendation, test scores (SAT, ACT, or WPCT), samples of their work, or other information requested by the admissions office.

### F. To Apply for Admission

1. Complete a Washington Uniform Application form.
2. Submit the completed application form accompanied by a non-refundable application fee of \$25.
3. Submit official transcripts of all previous college studies and, for those applying directly from high school or with less than 45 quarter hours of college studies, a record of complete high school courses including rank in the graduating class.

Admissions officers must have items 1, 2 and 3 in order to make a final decision on an application.

In the last analysis, admission to the College is based on the individual applicant's merits according to all available evidence. This accumulated evidence will be judged as to its promise of a successful academic venture at Evergreen. While admission is based primarily on individual merits, the Admissions Office may also impose deadlines to maintain a balance between enrollment and space available in curricular offerings. Each decision to admit rests ultimately on the considered judgment of the College admission officers.

### G. The Part-time Option

Students wishing to study part-time or to audit, and who do not wish to have credit immediately applied toward a degree, need not submit documents showing previous academic work. Entry into part-time study for non-matriculating students (called "Special" students) is handled by the Registration and Records Office on a space available basis. Special students and auditors often are local residents interested in college work but not currently seeking a baccalaureate degree. A special student receives credit that may later apply toward a degree if he or she is accepted by the Admissions office. Auditors receive no credit.

## THE EVERGREEN STATE COLLEGE

August 5, 1987

TO: Board of Trustees

FROM: Joseph D. Olander

REFERENCE: Faculty Salary Scale, 1987-88

### 1) Administrative Recommendation:

- A. Approve the attached faculty scale which increases the original 1986-87 scale by 4.5% for all Experience Years for continuing faculty with three-year contracts; increases Experience Years 15 and above by 4.5% for newly hired faculty; and increases Experience Years 2 through 14 between 6.1% and 26.2% for newly hired faculty.

#### Alternative View:

Continue the 4.5% increase, authorized by the Legislature, for all Experience Years. This alternative would not address the problems we have encountered this year in hiring faculty in entry level positions.

### 2) Explanation:

This recommendation continues the 4.5% faculty salary increase implemented by the Legislature on March 1, 1987. All continuing faculty with three-year contracts will continue to receive this 4.5% increase. New faculty at Experience Years 15 and above will also receive this 4.5% increase. Newly hired faculty placed at Years 2 through 14 will receive increases in excess of the 4.5% as a result of the adjustment made to address the lower end of the salary scale.

### 3) Scheduling:

Faculty salaries will be effective at the beginning of the contract year, September 15, 1987. The Legislature has authorized an additional faculty salary increase effective March 1, 1988. We will return to you with a recommendation for this increase in January, 1988.

### 4) Fiscal Impact:

Funding for the 4.5% salary increase has been appropriated by the Legislature. Funding for the adjustment to the lower end of the faculty salary grid has been covered by the faculty salary pool as a result of losing four senior faculty.



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5) Program Impact:

The salary increases authorized by the Legislature provide critical financial recognition for our faculty. We are hopeful that the adjustments made to the lower end of the scale will give us the ability to attract young faculty to the college.

6) Legal Process:

Recommendations fall within legal requirements for establishing faculty salaries.

JDO:kw

# 1987-88 FACULTY SALARY SCALE

EXPERIENCE YEAR	CONTINUING FACULTY	NEWLY HIRED FACULTY
1		\$20,116
2	\$18,791	20,900
3	19,025	21,683
4	19,259	22,467
5	19,505	23,251
6	19,750	24,035
7	20,990	24,818
8	22,230	25,341
9	23,458	25,863
10	24,686	26,386
11	25,891	26,875
12	27,072	27,788
13	28,067	28,656
14	29,019	29,457
15	29,920	29,920
16	30,763	30,763
17	31,535	31,535
18	32,236	32,236
19	32,892	32,892
20	33,505	33,505
21	34,108	34,108
22	34,693	34,693
23	35,237	35,237
24	35,764	35,764
25	36,267	36,267
26	36,769	36,769
27	37,267	37,267
28	37,757	37,757
29	38,249	38,249
30	38,729	38,729
31	39,202	39,202
32	39,669	39,669
33	40,137	40,137
34	40,588	40,588
35	41,021	41,021
36	41,454	41,454
37	41,886	41,886
38	41,886	41,886

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