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

**Work Session - February 7, 1995 on Tacoma Campus
Regular Meeting - February 8, 1995
Daniel J. Evans Library, Room 3112
Olympia, Washington 98505**

Trustees Attending:	Lila S. Girvin Frederick T. Haley Dwight Imanaka Ed Kelly Christina A. Meserve John N. Terrey	Excused Absence:	Carol Vipperman
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Representative to Board:	Judy Huntley, Staff	Absent:	Dale Knuth, Alumni Linda Kahan, Faculty Ted Shouse, Student
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Staff Present:

Pam Bridges, Tacoma Faculty (attending 2/7/95)
Art Costantino, Vice President for Student Affairs
Wade Davis, Controller
Betsy Diffendal, Tacoma Faculty (attending 2/7/95)
Joye Hardiman, Director of Tacoma Program (attending 2/7/95)
Lee Hoemann, Executive Associate to the President
Steve Hunter, Director of Institutional Research
Jane Jervis, President
Valerie Manion, Director of Alumni Affairs & Annual Fund
Sandy McKenzie, Executive Director of College Advancement
Nancy McKinney, Special Assistant to the Executive Vice President
Kim Merriman, Assistant to the President for Governmental Relations
Les Purce, Executive Vice President for Finance
Arnaldo Rodriguez, Dean of Enrollment Services
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Barbara Leigh Smith, Vice President for Academic Affairs & Provost
Steve Trotter, Budget Officer
Mike Wark, College Relations
Artee Young, Tacoma Faculty (attending 2/7/95)
Bill Zaugg, Administrative Assistant for Budget, Student Affairs Division
See permanent roster for others attending

Others Attending:

Jan Frickelton, Assistant Attorney General
Michael Hill, ACE Fellow
Steve Maynard, Tacoma News Tribune (attending 2/7/95)

WORK SESSION - FEBRUARY 7, 1995

The work session was convened at approximately 1:45 PM by Chair Girvin.

Long-Range Curriculum Update

Provost Barbara Leigh Smith provided an update of the progress of the Long-Range Curriculum DTF and distributed the packet prepared by the DTF for the February 8 faculty retreat. She explained that since 1976 the College has been divided into specialty areas. She mentioned that many of the reforms since then have focused on fine-tuning adding or dropping areas.

Long-Range Plan Implementation Update

President Jervis provided a brief summary of the progress to date in implementing the action items identified in the Long-Range Plan. In the area of academic programs and student affairs, the primary recommendation was establishment of a long-range curriculum DTF -- that is well underway. She indicated that most of the recommendations for short-term items have been completed. Additionally, she reported the major progress for action items in other areas (specifically, TESC environment; establishing a sound fiscal base; emerging technologies; and the human environment), but cautioned that fiscal realities may make some recommendations difficult to realize. President Jervis asked the Board if this were the kind of format they would like to see; Trustees responded affirmatively.

Policy Development Update

Lee Hoemann, Executive Associate to the President, distributed a proposed "*Policy Formulation Process*," along with a *Policy Approval Form*. She also provided a list of: policies completed in the past two years; major policy revisions currently underway; and policies in need of change BUT not currently in process (along with identified problems related to the later category). the *Policies and Procedures manual* has not been updated since 1991.

Tacoma Program Presentation

Joye Hardiman, who has served as Director of the Tacoma campus for the past three years, introduced faculty members Pam Bridges, Betsy Diffendal, and Artee Young, who assisted in presenting information regarding the history of the Tacoma campus, current demographics, programs goals and descriptions, and future hopes and dreams for the campus. In 1984, the campus was invited by the Hilltop Association to relocate in the hilltop area. The content of Tacoma campus academic programs includes personal and professional development, research and scholarship, community and public service, and multimedia and technological competency. Students attend evenings and weekends while continuing to work full time during the day. Dr. Young circulated samples of work produced by students last quarter. Dr. Hardiman discussed the complaint brought against the campus by a student alleging discrimination. She thanked the administrative staff for sheperding this issue in a responsive manner. She also complimented Steve Maynard and Debbie Abe, from *The News Tribune*, for their balanced article regarding this very complex issue. Dr. Hardiman related that the Tacoma City Council recently met on this campus, at which time the members endorsed and supported the mission of the campus. The campus is committed to the concept of "life-long learning." Trustee Terrey complimented Dr. Hardiman and the campus for the way in which the complaint was handled. Dr. Hardiman stated her belief that this incident provided an avenue for positive growth.

Discussion of Work Assignment for the President/Evaluation of the President

The Trustees discussed a proposed executive work assignment for the President to spend approximately two months this summer on a focused research and policy development project on student financial aid. This discussion will be continued at the April meeting.

Trustees also discussed needed changes to the bylaws relating to the timing of the presidential evaluation and changes to Policy No. 5, Presidential Evaluation, in order to have consistent language in both documents. Trustees agreed to evaluate President Jervis at the June meeting in order to comply with the terms of the President's contract (dated April 8, 1992) which calls for notification of the Board's intent (on or before July 1, 1995) to renew or extend the agreement between Dr. Jervis and the Board.

The work session adjourned at 5:30 PM. Prior to dinner, Trustees attended evening classes on the Tacoma campus.

REGULAR MEETING

The formal meeting was held during the morning in order for Trustees to participate in the afternoon faculty retreat. The meeting was called to order by Chair Girvin at 9:10 AM. The agenda was accepted with the understanding that there would be a 15 - 20 minute executive session later in the meeting and that no action would result.

CHAIR'S REPORT

Chair Girvin reported on the informational work session held Tuesday on the Tacoma campus, noting that it is impressive to see the work that campus is engaged in. She reported Trustees sat in on academic programs and heard reports from Barbara Smith (long-range curriculum update); Jane Jervis (long range plan implementation update); and Lee Hoemann (policy development update). She announced that Trustee Terrey will be serving on an Association of Governing Board panel on February 15 in Seattle. Trustee Terrey has also been asked by the Interinstitutional Committee of Legislative Officers to give testimony before the Senate regarding students on governing boards.

The Chair also mentioned discussion of a two-month assignment this summer for President Jervis during which time the President will work on a focused research and policy development project on student financial aid. The Board agreed that there was no one better qualified than President Jervis to do this work. The Board sees focusing attention on financial aid as a critical institutional need.

As a point of information, Chair Girvin mentioned that the contract between the Board and the President requires that *"on or before July 1, 1995, the Board shall indicate to the President its intent to renew or extend this agreement."* The Board plans to conduct the President's evaluation this spring (rather than in the fall) in order to make this decision by the July 1 date.

PRESIDENT'S REPORT

President Jervis reported that much of the institution's attention in the past two months has been devoted to the opening of this year's legislature and getting acquainted with the new legislators and their agenda. Other items she mentioned included: (1) A request for co-location from the Office of the Administrator of the Courts. (2) A protest by a group of students and local residents against logging of a ten-acre track of land adjacent to campus -- the College did not take an official position in this matter. (3) For a number of financial and academic reasons, the College declined an offer of a forty-acre piece of land (under the condition that the College become its trustee and agree to keep the land in wilderness in perpetuity). (4) A reminder to Trustees that the President is scheduled to appear on a panel at the Association of Governing Boards' annual meeting (she had written an article on tenure for AGB.)

President Jervis related her external activities (in the area of legislative and press relations) during the past two months.

She called on Vice President Purce who reviewed the process undertaken about three years ago in reorganizing the public safety office as a police force. Two more officers need to be commissioned before the process is completed. Dr. Purce informed the Board that it is the union's opinion that the standard operating procedures are a change in working conditions and should therefore be an item which should be bargained.

Dr. Purce also shared events which occurred on campus in the last couple of months -- a major burglary in the Communications Building in December and a more recent burglary in the Lab Stores.

The President called on staff representative Judy Huntley. Ms. Huntley shared the progress of the Evergreen automated registration system (telephone registration). Phase I will be implemented for spring quarter registration. Vice President Costantino complimented staff work on this project.

APPROVAL OF MINUTES - Action

Motion Ms. Meserve moved approval of the minutes of the December 14, 1994 meeting.
2-1-95 Seconded by Mr. Imanaka and passed.

APPROVAL OF TUITION POLICY STATEMENT - Action

Trustees were ready to take action on a policy statement reviewed at the last meeting.

Motion Dr. Terrey moved adoption of Policy No. 6 (attached), *Tuition Policy*
2-2-95 *Statement*. Seconded by Mr. Kelly and passed.

ACCEPTANCE OF 1993-94 AUDIT REPORT - Action

As a member of the Board Finance Subcommittee, Trustee Meserve reported that Evergreen was one of only two state agencies which had no audit exceptions during the 1993-94 fiscal year.

Motion Ms. Meserve moved acceptance of the report of the State Auditor (No. 3760)
2-3-95 for the period July 1, 1993 through June 30, 1994. Seconded by Mr. Kelly and passed.

Staff were complimented for the work they have done in correcting concerns highlighted in the previous year's audit.

OTHER BUSINESS**Legislative Update**

Kim Merriman highlighted the bills which have been introduced regarding higher education. She described the Governor's tax proposal and his meeting with legislative officers regarding that proposal. She distributed a list of the various higher education finance proposals and a copy of proposed legislation which abolishes boards of trustees and regents and sets up a statewide governing board called the *Washington State System for Baccalaureate and Graduate Education*. Ms. Merriman mentioned the presentations which had been made before legislative committees. She also mentioned a bill concerning residency requirements for Trustees (no more than one trustee could reside in the same congressional district). Trustee Terrey added his observations regarding the statewide governing board and the experience of the State of California with this kind of system. Ms. Merriman mentioned preparation of an informational sheet to leave with legislators and promised to send a copy to Trustees when it was finalized. Trustees expressed their willingness to contact legislators at the appropriate point.

Financial Management Report Update

Vice President Purce reviewed the development of this particular "management" report which will be developed in consultation with the Board finance subcommittee and the Executive Vice President's staff. This group will be meeting soon to identify critical functions in a management report that can give the Board an ongoing sense of the important areas in the operation of the institution. His goal is to also put in place a cash management process for the auxiliary areas.

Review of Board Goals/President's Goals

President Jervis shared the intent of this agenda item was to review goals mid-year to see if there are any corrections that need to be made in order to accomplish the goals. She observed that most of her goals are process goals which she believes are on track. Chair Girvin also felt the Board is on track with its goals but felt the Board members should commit themselves more fully.

EXECUTIVE SESSION/DATE OF NEXT MEETING/ADJOURNMENT

The Board recessed into executive session at 11:15 AM to meet with legal counsel and reconvened at 11:40 AM in order to adjourn for a tour of the Longhouse.

The date of the next meeting was set for April 12.

Following the tour of the Longhouse site, Trustees joined the faculty for lunch and then participated in the afternoon faculty retreat.


Lila S. Girvin, **Chair**
Fred T. Haley, **Secretary**

TUITION POLICY STATEMENT

Policy #6

The Board of Trustees of The Evergreen State College reaffirms its position on tuition policy. Access to public higher education for the citizens of Washington is a matter of critical public concern; policies governing access should be set by the highest public policy making body in the state -- the Washington State Legislature.

The chief factors that determine access for students are tuition and financial aid, which are in turn largely affected by state general fund support. Historically, the Legislature has determined the appropriate balance between public support (state general fund) and private support (tuition and fees) of higher education. The Board believes the Legislature should continue to be responsible for achieving that balance.

The Board understands that we all must revisit how we conduct the public's business with limited resources. The Board is concerned, however, that we not set aside long-term public policy goals for short-term solutions. The financing of public higher education is a long-term issue that cannot be solved simply by shifting rate-setting authority to the institutions. The Board urges our state's leaders to balance the public's demands for more efficient government with their expectation of quality educational opportunities for themselves and their children.

The Board of Trustees
The Evergreen State College
Olympia, WA 98505

Proposed: December 14, 1994

Adopted: February 8, 1995

By: _____
Chair

Attest: _____
Secretary