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

October 11, 1995

**Daniel J. Evans Library, Room 3112
Olympia, Washington 98505**

Trustees Attending:	Lila S. Girvin Dwight Imanaka Christina A. Meserve John N. Terrey Carol Vipperman	Excused Absence:	Frederick T. Haley Ed Kelly
Representative to Board:	Brian Coppedge, Student Pete Sinclair, Faculty		
Staff Present:	Bill Bruner, Dean of Library Services Rachel Burke Cusack, Director of Development Services Art Costantino, Vice President for Student Affairs Wade Davis, Controller Jeanine Elliott, Director of Washington Center for Undergraduate Education Paul Gallegos, Assistant to President for Equal Opportunity Lee Hoemann, Executive Associate to the President Steve Hunter, Director of Institutional Research Jane Jervis, President Jim Johnson, Director of Computing and Communications Jim LaCour, Director of Human Resources Lee Lambert, Assistant to President for Civil Rights Nancy McKinney, Special Assistant to the Executive Vice President Valerie Manion, Director of Alumni Affairs and Annual Fund Kim Merriman, Assistant to the President for Governmental Relations Sandy McKenzie, Executive Director of College Advancement Mike Segawa, Director of Housing Rita Sevcik, Administrative Assistant to the President/Recording Secretary to Board of Trustees Barbara Leigh Smith, Vice President for Academic Affairs & Provost Arnaldo Rodriguez, Dean of Enrollment Services Steve Trotter, Budget Officer Mike Wark, College Relations Karen Wynkoop, Associate VP for Academic Budget & Financial Planning See permanent roster for others attending		
Others Attending:	Jan Frickelton, Assistant Attorney General Michael Böss, Fulbright Scholar Marta Botikova, Fulbright Scholar Yoshihiro Sugiyama, Kobe Exchange Faculty AmyLyn Ribera, Student Alternate		

WORK SESSION

The work session was convened at approximately 9:05 AM by Acting Chair Imanaka, who announced he had been reappointed by the Governor for a new term as Trustee. He explained the absence of the Chair

and Vice Chair. Academic Dean Jose Gomez introduced faculty visitors Yoshihiro Sugiyama (the 16th Kobe Exchange Faculty) and Marta Bolikova and Michael Böss, Fulbright exchange faculty from the Slovak Republic and Denmark, respectively. Ms. Bolikova presented two books to President Jervis for the Evergreen library. Jean MacGregor introduced Jeanine Elliott, the new Director of the Washington Center. Art Costantino introduced Mike Segawa, newly appointed Director of Housing. Trustees accepted the agenda as distributed.

Board Self-Evaluation/Discussion of Board Goals & President's Goals

President Jervis conveyed Chair Kelly's endorsement of the proposal that the Board discontinue adopting the President's goals but continue to have the opportunity to comment and to influence the President in the direction of her goals. The President has shared her draft goals with the Trustees and with the community, inviting their response. Trustees agreed they would no longer approve the President's goals.

The President pointed out there is no requirement for the Board to produce a written self-evaluation (as has been done in the past couple of years). Board policy requires that the Board evaluate its work once each year. President Jervis acknowledged the summary prepared by Trustee Terrey of the activities of this past year, and referenced the few written comments received in response to the invitation for the community to comment on the Board's performance. She suggested the following: the Board (1) reflect on last year's goals, comments from the community and the record of last year's activities and make a verbal report in the regular meeting; (2) begin a discussion of next year's goals carrying forward finalization of the goals to the retreat on December 12. Trustees followed the President's suggestion, thanking Trustee Terrey for his work in preparing the outline of the actions of the Board.

Trustee Girvin observed that, with fewer meetings (accommodating budgetary constraints), she missed being on campus. President Jervis offered her observation that, as a Board, Trustees are concerned about the institution, are well connected with the institution, and are extraordinarily well able to deal with policy issues. Her question to the Board: *"Do you feel that you have enough information and 'feel' for the campus that you are able to make policy decisions wisely and independently?"* The President observed that the campus feels that the Board is accessible. Other comments included: Trustees questioning whether they are doing as much externally as they should; identification of Trustee responsibilities to hire the President and establish policy; suggestion for an annual evaluation of the strategic plan; suggestion to be more active in looking at the future. A good example of the Board's work last year was the discussion and decision regarding a potential change to the academic calendar. Trustee Vipperman asked for class schedules/syllabi for programs in which Trustees might participate. Provost Smith added that, from the viewpoint of the faculty, Trustees have done a "fabulous" job, citing the semester issue as a good example of the Board's ability to deal with a tough issue and re-unite the community.

Review of Supplemental Budget Request/Enrollment & Growth Planning

President Jervis informed Trustees that the institutions have been asked to come together and put forward a request for enrollment growth. She identified the three issues surrounding this request: a renewed urgency about access (with predictions of 50,000 additional student places needed in public higher education by 2010); the belief by some that higher education does not work together as a system; and the belief that higher education needs to do fundamental restructuring in response to the modern world. The colleges are proposing a fairly substantial budget request for growth. By doing this, the senior institutions are entering the urgency of the higher education agenda into the discussion of state priorities for the next decade. The President outlined the specific items in the budget request, including funding for 125 new students. The long-range planning document did not identify where the growth would

occur. The discussion paper in the Board packet laid out scenarios focusing on growing by 1,000 students in the next 6 - 18 years. The various scenarios were discussed in more detail, and Trustees expressed their reactions. Steve Hunter mentioned forums held for the campus, e-mail responses, and indicated that these reactions were similar to those of the Trustees -- anxiety as to whether the college can grow to this size and the impact growth would have on the institution. The President talked about the opportunities for innovation, given the reality of growth. She expressed the opinion that the college does not talk effectively about the practicality of an Evergreen education.

RECESS

The Dean of Library Services, Bill Bruner, escorted Trustees to the Library for individual tours, followed by an informal lunch with faculty.

REGULAR MEETING - Reconvened

Trustee Vipperman, acting as Chair for the regular meeting, reconvened the meeting at 1:30 PM.

CHAIR'S REPORT

The Acting Chair summarized the discussion which took place in the morning work session regarding the Board self-evaluation, at which time the Board reviewed their actions of the past year and reviewed their 1994-95 goals. She observed that the list of Board actions did not convey the long process which had led to the actions. The Board noted their role is policy, not management. The general consensus was that the Board has been effective as a working board this past year. The decision on the academic calendar was cited as a good example of how the Board processed information, had active debate, agonized over a decision, made the decision and moved on. The Board recognizes there are several areas in which the Trustees have not come as far as they would like. Trustees felt their responsibility is to look to the future and to bring the external perspective to decisions. Many of the Trustees wish to be more involved by attending classes and interacting with faculty. Trustees hope to develop concrete goals for next year at their retreat in December.

Acting Chair Vipperman (1) announced the Board's support of the President's goals; (2) indicated that Trustee Terrey has volunteered to represent the Board at the October Faculty retreat; and (3) expressed appreciation to the Library staff for the informative tour preceding lunch and to Provost Smith for the lunch arrangements

PRESIDENT'S REPORT

President Jervis discussed the next step for the research paper she prepared as a result of her summer research on the issue of financial aid: appointment of a DTF to discuss the policy issues as they relate to the campus. She expressed the hope that Trustees can be folded into that discussion. She reported (1) the 25th-year celebration in 1996-97; and (2) a very successful Longhouse dedication and inauguration of the Evans Chair which brought six Native American scholars and artists to campus. The President mentioned a number of upcoming events: (1) a request from Dick Chait to speak to "knowledgeable" Trustees while he is at Evergreen in early

November doing research for a book on tenure; (2) a meeting with the editorial board of *The Olympian* on November 22; (3) a preliminary invitation for Chairs (or designees) and Presidents to participate in an educational summit on November 28; (4) a November 29 Senate Higher Education Committee visit to campus (with the House Higher Education Committee also in attendance). She invited Student Representative Brian Coppedge to give a report. Brian introduced AmyLyn Ribera, the alternate Student Representative, and mentioned their discussion of different ways to reach out to and involve students in campus issues.

President Jervis mentioned that Staff Representative Judy Huntley (who was unable to attend) had asked her to let Trustees know that staff are concerned about changes in the food plan in the cafeteria.

Trustee Terrey thanked Lila Girvin for suggesting the exit interview with Les Purce (Trustees Girvin, Kelly, Terrey and President Jervis participated).

APPROVAL OF MINUTES - Action

Motion Ms. Girvin moved approval of the minutes of the August 8 & 9, 1995 meeting as
10-1-95 distributed. Seconded by Mr. Imanaka and passed.

APPROVAL OF ADDENDUM TO THE PRESIDENT'S CONTRACT - Action

Motion Ms. Meserve read and moved approval of Resolution No. 95-6, which
10-2-95 adopts the attached addendum to President Jervis' contract commencing August 1, 1996 and expiring on July 31, 2002 in recognition of her outstanding service to The Evergreen State College. Seconded by Ms. Girvin and unanimously approved following discussion.

Following a round of applause, President Jervis expressed her thanks and appreciation to Trustees and particularly thanked Trustee Girvin for suggesting that she publish a book of her speeches (which she distributed on the occasion of her re-appointment). She thanked Trustee Kelly for his financial support of this project and Lee Hoemann for her work in the production of the speech book.

APPROVAL OF BOARD MEETING DATES FOR 1996 - Action

Motion Dr. Terrey moved approval of the meeting schedule for Board meetings in 1996:
10-3-95 February 14, April 10, May 8, June 12, August 14, October 9, and December 11 (a Tuesday afternoon work session precedes each of these dates). Seconded by Mr. Imanaka and passed.

APPROVAL OF THE 1996-97 SUPPLEMENTAL BUDGET REQUEST - Action

President Jervis outlined the initiatives contained in the 1996 supplemental budget request and recommended Board approval of the estimated request of \$1,509,607 and delegation to the

President of the authority to make necessary adjustments to participate in a joint system-wide supplemental budget request.

Motion Dr. Terrey moved (1) approval of the College's 1996 supplemental budget request
10-4-95 estimated at \$1,509,607, and (2) delegation of authority to the President to make the necessary adjustments to participate in a joint system-wide supplemental budget request for technology infrastructure improvements estimated at \$483,400 and state matching funds at \$100,000. (This flexibility is required to adjust initiatives 4 and 5 to reflect system-wide priorities that will be determined after a COP conference call Thursday, October 12.)

<u>Supplemental Budget Initiatives</u>	<u>Amount</u>
1) Enrollment Growth	\$695,250
2) Cooperative Library Project	416,700
3) Counselor Salary Equity Increase	47,315
4) Replacement of Federal Funds (estimated)	350,342
5) Technology Infrastructure Improvements (estimated)	483,400
6) State Matching Funds (estimated)	<u>100,000</u>
<i>Total Supplemental Budget Initiatives</i>	<i>\$2,093,007</i>

Seconded by Ms. Girvin and passed following discussion.

In response to a suggestion from Trustee Terrey, President Jervis conveyed her belief that all of higher education would want to jointly make a request for replacement funds should Federal financial aid funds be eliminated.

OTHER BUSINESS, REPORTS AND ANNOUNCEMENTS

Security Update

Vice President Costantino informed Trustees of developments in the area of security: the search for Chief of Public Safety has been re-opened; Neil McClanahan has agreed to stay on until the search is completed; Mr. McClanahan is also completing the operating procedures manual and will be making recommendations regarding arming of public safety. Dr. Costantino reviewed some of the issues surrounding firearms and projected this issue will probably come to the Board in February. Student Brian Coppedge expressed his belief that a lot of students feel this decision has already been made and suggested that an effort be made to let students know that the decision regarding use of firearms has not been made.

Long-Range Curriculum Update

Provost Smith briefly reviewed some of the issues under discussion by the Long-Range Curriculum DTF and the work done since last spring's faculty retreat. Director of Institutional Research, Steve Hunter, discussed faculty work over the summer. Dr. Smith added that the faculty, having completed a structural analysis, is now at the point of actually designing curriculum. The October 25-27 faculty retreat will be devoted to curriculum planning. Dr.

Smith indicated she would like to preview the work of the Part-time Studies subcommittee at a future meeting. President Jervis believes, under the delegation of authority resolution, Trustees would not vote on this issue; however, she felt it would be helpful to pull the various reports together. Trustee Vipperman suggested this could be part of a future Board work session, particularly an identification of how the curriculum will be different.

Legislative Interim Committees - Status Report

Assistant to the President Kim Merriman provided an overview of the work of the interim legislative committees. The House and Senate higher education committees are in the process of conducting campus visits to discuss how the institutions address access needs. Ms. Merriman invited Trustees to participate in the November 29 visit by the Senate Higher Education Committee. She reported (1) the House interim committees have not yet met; (2) the House and Senate have discussed the Elway report and the issues of work force training and the potential federal budget reductions/impact for higher education; (3) discussions of the September Higher Education Coordinating Board meeting, and the presentation by the institutions' presidents.

Annual Complaints and Adjudications Summary Report

Vice President Costantino commented that this is a first attempt to provide an annual report summarizing complaints processed within the College during the past year; criminal complaints have been reported in a separate document. He highlighted areas for which he was responsible (student conduct code violations and use of mediation services). Lee Lambert reported affirmative action activities, pointing out informal actions and investigations/external complaints. Jim LaCour reviewed the kinds of grievances filed involving the office of Human Resource Services. Trustee Girvin wondered if it would be helpful to spell out the College's social contract differently, taking it out of narrative construction.

President Jervis stressed the goal of these annual reports is to enable Trustees to make comparisons with statistics of previous years and look longitudinally at what is happening.

Fall Enrollment Report

Steve Hunter distributed and discussed the preliminary enrollment statistics for fall quarter, 1995, which provide information (viewed by a number of indicators) comparing this fall's enrollment with previous years in terms of resident/non-resident, diversity of students, and retention. This fall's headcount of 3,625 is the highest on record. Mr. Hunter indicated that the enrollment is where it needs to be in terms of budget but retention rates continue to signal that first-year programs may need curricular changes and restructuring. He mentioned that revisions to the curriculum *are* under discussion by the Curriculum DTF and the faculty. Trustee Vipperman expressed a number of concerns about retention rates and wondered how Evergreen compared to the experience at other institutions. Mr. Hunter indicated the College does not conduct exit interviews with students but had gathered information via a telephone survey. VP Costantino cautioned that retention is an inter-active and complex process; there is never one simple explanation. The President posed the question "*What should our retention be?*"

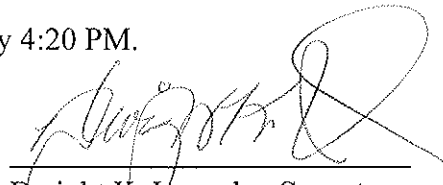
Annual Fundraising/Foundation/Alumni Profile Report

Executive Director of College Advancement, Sandy McKenzie, highlighted elements of the report mailed to Trustees, indicating that an alumni profile will be provided later due to the conversion to a new computer system. She acknowledged Trustee Girvin's contribution this past year as the Board's representative to the Foundation Board of Governors. Total giving to the Foundation for 1994-95 totaled \$768,237. Valerie Manion, Director of Alumni Affairs and Annual Fund, discussed alumni activities, highlighting alumni support in the form of a legislative mailing and phone bank during the past session. Rachel Burke Cusack, Director of Development Services, reviewed the success of the Microsoft alumni focus groups and mentioned the lengthy conversion to the new alumni and donor system.

DATE OF NEXT MEETING AND ADJOURNMENT

The date of the next meeting was confirmed for November 8 (but was subsequently canceled with a special telephonic meeting held on October 30).

The meeting was adjourned at approximately 4:20 PM.


Edward Kelly, **Chair**
Dwight K. Imanaka, **Secretary**

Attachments (2):

Resolution No. 95-6
Addendum to President's Contract

RESOLUTION No. 95-6

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

WHEREAS, **Jane L. Jervis** took the position of President of The Evergreen State College on August 1, 1992, and

WHEREAS, the President has provided continuity in leadership and excellence in education, which has resulted in the College being recognized as a preeminent institution of higher education; and

WHEREAS, the recently conducted institutional review found the College to be in overall excellent condition and under exceptionally capable leadership; and

WHEREAS, the Board of Trustees wishes to assure the College and all of its constituents of continuity under the leadership of **Jane L. Jervis**; and

WHEREAS, based upon the reduced appropriations and resources available to the College, it is impossible for the Board of Trustees to adequately compensate the President for the services she has rendered to the College; and

WHEREAS, the Board of Trustees wishes to express to the President and the constituents of the College its desire to continue her tenure as President, now therefore:

BE IT RESOLVED that the Board of Trustees hereby adopts the attached addendum to **President Jervis'** contract in recognition of her outstanding services to The Evergreen State College.

Attachment

ADDENDUM TO PRESIDENT'S CONTRACT

Pursuant to paragraph X (**Modification**) of the four-year Presidential Contract dated April 8, 1992, between The Evergreen State College Board of Trustees and President **Jane L. Jervis**, the parties hereby agree to modify that contract as follows:

1. Paragraph II, **Appointment**, shall be replaced with the following:

"The Board of Trustees of The Evergreen State College hereby confirms reappointment of **JANE L. JERVIS** as President of The Evergreen State College to serve under the following terms and conditions. This term of appointment shall commence on **August 1, 1996**, and expire on **July 31, 2002**."

2. Paragraph III, **Evaluation**, shall be replaced with the following:

"During the month of October of each year, or approximately at that time, the Board shall evaluate the performance of the President. At the discretion of the Board, the evaluation may, however, occur at any time. **On or before August 31, 2001**, the Board shall indicate to the President its intent to renew or extend this agreement."

3. Paragraph VII, **Benefits**, shall be modified with this additional language:

"(9) Any presidential annuity established and funded by The Evergreen State College Foundation."

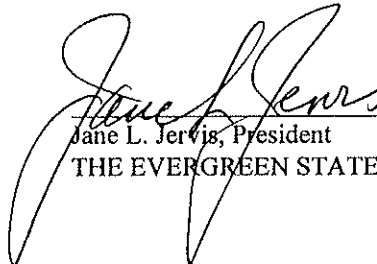
4. Paragraph IX, **Termination**, shall be replaced with the following:

The Board of Trustees of the College may terminate this contract of employment with the President without cause and in its sole discretion by written notice to the President. If such a termination occurs without cause, the President shall receive, as liquidated damages twelve equal monthly payments in an amount equal to twelve months of salary plus twelve months of individual and spouse health benefits, including dental, less regular deductions for withholding, OASI, medical aid, and retirement. If, after notice and an opportunity to be heard by the Board, the President is terminated for cause, including but not limited to criminal acts, fraud, conflict of interest, or breach of the terms and conditions of this agreement, the President shall be entitled to no compensation, salary, or benefits whatsoever after the date of termination."

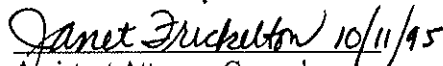
Adopted in an open and public meeting this 11th day of October, 1995.


Chair for and on behalf of the
Board of Trustees
THE EVERGREEN STATE COLLEGE

Terms and conditions of this contract
have been read, are understood, and
are hereby accepted by:


Jane L. Jervis, President
THE EVERGREEN STATE COLLEGE

APPROVED AS TO FORM:


Assistant Attorney General
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