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

***APRIL 10, 1996***

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

**Trustees Attending:**

Lila S. Girvin  
Frederick T. Haley  
Dwight Imanaka  
Christina A. Meserve  
John N. Terrey  
Carol Vipperman

**Representative to Board:**

Linda Pickering, Staff  
Pete Sinclair, Faculty

**Staff Present:**

Bob Cillo, Director of K.E.Y. Student Support Services  
Art Costantino, Vice President for Student Affairs  
Carol DeMent, Director of Corporate Foundation Relations  
Ruta Fanning, Vice President for Finance and Administration  
George Freeman, Member of the Faculty  
Paul Gallegos, Special Assistant to the President for Equal Opportunity  
Barbara Gibson, Health Services  
Lee Hoemann, Executive Associate to the President  
Steve Hunter, Director of Institutional Research  
Steve Huntsberry, Director of Public Safety  
Jane Jervis, President  
Jeff Kelly, Member of the Faculty  
Jim LaCour, Director of Human Resources  
Lee Lambert, Special Assistant to the President for Civil Rights  
Jean MacGregor, Co-Director, Washington Center for Improving the Quality of Undergraduate Education  
John McCann, Academic Grants Program Manager  
Tina Moomaw, Longhouse Coordinator  
Barbara Leigh Smith, Vice President for Academic Affairs and Provost  
Sandy McKenzie, Executive Director of College Advancement  
Nancy McKinney, Associate Vice President for Finance and Administration  
Kim Merriman, Assistant to the President for Governmental Relations  
Arnaldo Rodriguez, Dean of Enrollment Services  
David Schoen, Director of Health and Counseling Center  
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to Board of Trustees  
Steve Trotter, Associate Vice President for Finance and Administration  
Mike Wark, Director of College Relations  
Les Wong, Academic Dean  
Bill Zaugg, Administrative Assistant for Budget  
See permanent roster for others attending

**Others Attending:**

Jan Frickelton, Assistant Attorney General

**APRIL 9, 1996 WORK SESSION**

Acting Chair Imanaka called the meeting to order at 1:35 PM and announced the death of Chair Kelly, who died March 30 after suffering a stroke on March 24. Trustees recounted fond and warm memories of their colleague and expressed their regret about not having known him better.

**Overview of Grant Activity**

Sandy McKenzie, Executive Director of College Advancement, provided an overview of the presentation, informing Trustees that the resources for grants development has been located in the Provost's office with the more traditional fund raising work located in the Development office. In the academic area, John McCann's efforts focus on writing grant proposals and developing projects. In the Development office, Carol DeMent will focus on developing contacts and building relationships with corporations and foundations. Ms. McKenzie believes that the partnership between these two areas is working well and will be productive.

Provost Smith distributed and reviewed lists of pending submitted grants, funded grants, grants not funded, and grants in the active planning stage, acknowledging the efforts of academic staff members John McCann and Audrey Streeter for having raised the internal capacity to write grants and successfully compete for them.

John McCann, the Academic Grants Manager, discussed the Northwest Area Foundation grant, a \$357,000 grant developed in conjunction with South Puget Intertribal Planning Agency (a consortium agency of five regional tribes). This is an economic development project focusing on public service. The purpose of the project is to promote economic development among the six participating tribes through the production and marketing of native arts within tribal communities. This project is a part of the public service outreach to address Native American issues in the College Longhouse. The support for this project within the College has been outstanding.

Co-director of the Washington Center for Undergraduate Education, Jean MacGregor, reviewed Evergreen's grant from the Pew Charitable Trusts. The role of the Washington Center was to assist with a series of summer institutes for faculty development and to write the final reports. The Pew initiative was developed to strengthen teaching and learning in the first two years of college. This project created small communities of faculty and staff to participate in and reflect on substantive coordinated studies programs at the College. An important goal was building relationships between student affairs staff members and the faculty. Ms. MacGregor showed video clips from the Media Works institute. Summer institute participants Barbara Gibson, George Freeman, and Bob Cillo discussed their experiences and the ways in which they benefited from this program. Ms. MacGregor concluded by reviewing outcomes as they related to the goals of the project.

Faculty member Jeff Kelly discussed the Murdock Charitable Trust funded grant for the Partners in Science program, a program for high school teachers to spend two summers at a research university or college to encourage research. Evergreen has supported seven of these grants. Dr. Kelly mentioned some of the research done in this program, indicating that Evergreen tends to concentrate on looking at fundamental ways to use cameras and computers to monitor processes in living tissue.

President Jervis expressed appreciation to Barbara Smith for putting this program together.



**REGULAR MEETING - APRIL 10, 1996**

Acting Chair Imanaka opened the meeting, acknowledging Trustee Kelly's death. President Jervis introduced Ruta Fanning, who assumed the duties of the Vice President for Finance and Administration on March 15; Art Costantino introduced Steve Huntsberry, Director of Public Safety, who arrived on March 11. Barbara Leigh Smith introduced Tina Moomaw, newly appointed to the position of Longhouse Coordinator. Carol DeMent, the newly hired Director of Corporate Foundation Relations was introduced by Sandy McKenzie. Trustees introduced themselves to the new staff members.

The Acting Chair announced that there would be an executive session under item No. 14. Changes to the agenda included: postponement of the overview and tour of housing and addition of a report from the nominating committee was under item No. 13. The agenda was approved as amended.

**APRIL 10, 1996 WORK SESSION****1996-97 Supplemental Session Results and 1997-99 Biennial Budget Planning**

President Jervis reviewed the elements of the budget process: decisions regarding allocation of funds for the supplemental budget appropriation for the next fiscal year and initial planning for the 1997-99 biennial budget planning (carry forward and capital budget requests for the next biennium; an update of the rolling ten-year, long-range capital plan; and new initiatives for the next biennium, coupled with the reality that the College will probably have to fund these initiatives since it is unlikely that there will be significant new funds available).

Kim Merriman reviewed the highlights of the 1996 legislative session. Items she discussed included tuition, out-of-state tuition, tuition variance, technology fee, drugs and alcohol on college campuses, SB 6778 (didn't pass) and SCR 8435 (passed). These latter two pieces of legislation are related to the Department of Natural Resources Habitat Conservation Plan and the timber trust funds. There was a lengthy discussion regarding issues surrounding the technology fee. Trustee Vipperman commented that even though this Board has consistently stated its belief that it is the responsibility of the State to fund education, the reality is that the legislature is not moving in that direction. She reinforced the need to develop a strategy which will provide flexibility for the institution. Ms. Merriman mentioned the successful alumni event held at the Capitol. She also mentioned formative proposals of the Governor's Task Force on Higher Education Funding.

Ruta Fanning provided highlights of the supplemental budget for the higher education system and Evergreen's share of those resources (enrollment - 108 new FTE for Evergreen; financial aid - \$4.5 million system wide; Cooperative Library Project - TESC's portion was \$417,000; K-20 Technology backbone - \$42.3 million). She referred to legislative action regarding the Institute for Public Policy (three projects funded at approximately \$1.2 million) and mentioned that the legislature did not pass a capital budget prior to adjournment.

She discussed in detail the federal and state budgetary contexts for the 1997-99 biennial budget. Ms. Fanning highlighted information contained in an OFM analysis of potential impacts from federal budget reductions and documents regarding the state spending limitations resulting from I-601. If general fund spending is limited to 1.8% per year growth between 1997 and 2011, it is estimated that by 2011, spending will fall \$665 million below the level required to maintain current participation rates. Ms. Fanning also outlined the general time-line for the operating and capital budget requests.

### **Annual Staffing Report/Affirmative Action Plan Review**

Jim LaCour distributed and discussed the headcount staff report, providing a snapshot comparison of November 1, 1994 and November 1, 1995. He highlighted areas of growth and reduction for administrative/exempt, classified and student staff. Trustees expressed an interest in knowing about trends.

Paul Gallegos identified the elements of HB 2244, which proposed to end affirmative action. Even though this bill did not pass, he predicted it would surface again in future legislative sessions. Trustees expressed their concern about this nationwide movement and asked to be kept apprised of these efforts.

Mr. Gallegos also discussed highlights of the summary of the 1995-96 affirmative action plan and distributed and discussed charts which provided affirmative action statistics for hiring activity and departures for the past two years, affirmative action profile gains, and targeted recruitment emphasis for 1995-96.

### **LUNCH BREAK**

At noon, Trustees recessed for lunch.

### **REGULAR MEETING - Reconvened**

The regular meeting reconvened at 1:36 PM. The Acting Chair announced that, in response to a request from students for greater consultation, item No. 8 (approval of housing rental rate increase) is being deferred to the next meeting. As he started each session, Trustee Imanaka related the death of Chair Ed Kelly.

### **RESOLUTION HONORING THE LIFE AND SERVICE OF EDWARD KELLY - Action**

**Motion** Dr. Terrey read and moved approval of **attached** Resolution No. 96-1, Resolution  
**4-1-96** of the Board of Trustees Honoring the Life and Service of **Edward F. Kelly**.  
Seconded by Mr. Haley and unanimously passed.

### **ACTING CHAIR'S REPORT**

On behalf of the Board, Trustee Imanaka expressed appreciation to Barbara Smith and David Paulsen and to Niels and Diane Skov for their hosting of the Trustees at dinner the previous evening.



## **PRESIDENT'S REPORT**

Dr. Jervis expressed appreciation to Ed Kelly's family for setting up an Evergreen Foundation memorial account for Ed. She provided updates on: (1) the Board's request to engage in discussions about state tuition policy and long-term funding of higher education (proposing a series of discussions during the summer); (2) the work of the Public Safety DTF (report expected in early May); (3) national discussions on accreditation of higher education (Evergreen's students' ability to receive federal financial aid depends on being accredited by an accrediting agency recognized by the Department of Education); (4) her participation in the process of selecting a new Executive Director for the Commission on Colleges of the Northwest Association (this region's accrediting agency). Highlights of her activities since the last meeting included chairing an accreditation team visit to Marylhurst College, serving as a panelist at the national meeting of the American Association of Higher Education, a fund-raising visit to Boston, participation in a four-week book seminar on *Leadership without Easy Answers*, participation on the Higher Education Coordinating Board's task force on financial aid, a brown-bag lecture on comet Hyakutake.

Reports from representatives to the Board: Faculty - Pete Sinclair mentioned the upcoming vote on the faculty retention plan and the implementation of the long-range curriculum recommendations. Staff - Linda Pickering reviewed topics that are being discussed by student advising staff (increased enrollment, technology fee, physical space to accommodate growing staff).

## **APPROVAL OF MINUTES - Action**

**Motion** Ms. Meserve moved approval of the minutes of the February 14, 1996,  
**4-2-96** with the correction that Ms. Vipperman had made motion No. 2-4-96 (rather than herself). The minutes were approved as corrected.

## **APPROVAL OF WASHPIRG CONTRACT - Action**

Arnaldo Rodriguez reviewed the history of WASHPIRG on this campus and endorsed the proposal to renew their contract with Evergreen. The contract requires that a referendum of the student body be conducted every two years to determine support for this optional fee. The proposed contract increases the annual contribution that the WASHPIRG Chapter will pay the College by \$224. WASHPIRG student staff, Suzanne Stafford, discussed her involvement with WASHPIRG and highlighted projects undertaken by WASHPIRG. She believes that WASHPIRG's most valuable asset to Evergreen students is the leadership opportunities and involvement in Washington Public Interest Research Group projects.

**Motion** Ms. Vipperman moved approval of the **attached** contract between the  
**4-3-96** WASHPIRG Chapter at The Evergreen State College and the College, effective fall quarter 1996 through summer quarter 1998. Seconded by Dr. Terrey and passed.

**APPROVAL OF HEALTH SERVICES FEE INCREASE - Action**

Dr. Costantino summarized this three-part recommendation to increase the community health and counseling fee and clarify the fee waiver policy. Health Services Director David Schoen discussed student use of the health and counseling center services. Trustee Vipperman expressed concern about the confusing language of the waiver policy for students doing independent study who don't use the services of the health and counseling center.

**Motion**  
**4-4-96**

Ms. Meserve moved approval of the proposal to:

- 1) increase the community health and counseling fee from \$32 to \$35 per quarter (an inflation correction adjustment with no change in the level of services);
- 2) change the present credit level for assessing the community health and counseling fee for graduate students from ten or more credit hours to eight or more credit hours;
- 3) clarify the community health and counseling fee waiver policy to state: A community health and counseling fee waiver will be granted to an enrolled student in an individual learning contract/internship who does not reside in Thurston, Pierce, Mason, Lewis, Grays Harbor or King Counties and does not utilize the campus during the duration of the waiver (with written proof from sponsoring faculty) *with the request that this language be further clarified to make plain the intent.*

Seconded by Ms. Vipperman and passed.

**HOUSING RENTAL RATE INCREASE - Deferred**

Dr. Costantino indicated that the proposal to increase the proposed housing rental rate increase is being postponed in order to provide an opportunity for further consultation with students

**APPROVAL OF DELEGATION OF AUTHORITY TO SET CONTINUING EDUCATION FEES - Action**

Dr. Barbara Smith suggested that this proposed action is a first step toward developing a small continuing education program at Evergreen. This program would be self-supporting and would include both credit and non-credit offerings. The request is for a three year pilot program. Assistant Attorney General Jan Frickelton advised that the delegation needed to be in the form of a resolution to the President or the President's designee.

**Motion**  
**4-5-96**

Ms. Girvin moved adoption of Resolution No. 96-2, delegating authority to set continuing education fees. Seconded by Ms. Vipperman and passed.



RESOLUTION NO. 96-2  
RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE EVERGREEN STATE COLLEGE  
DELEGATING AUTHORITY TO SET CONTINUING EDUCATION FEES

WHEREAS, it is within the authority of the Board to delegate its authority to the President or the President's designee;

WHEREAS, the President has asked for this action;

BE IT RESOLVED that the Board of Trustees does hereby delegate its authority to the Provost, acting as the President's designee, for a three-year period of time to develop a continuing education program and set continuing education fees.

BE IT FURTHER RESOLVED that in the spring of 1999, the Board review the College's experience with continuing education and decide whether to continue this delegation of authority.

PASSED AND APPROVED by the Board of Trustees of The Evergreen State College at its regular meeting of April 10, 1996.

**APPROVAL OF INTERAGENCY CONTRACT WITH TACOMA COMMUNITY COLLEGE - Action**

Provost Smith reviewed the proposed interagency agreement between Evergreen and Tacoma Community College regarding the operation of the bridge program offering a lower division academic program at Evergreen's Tacoma campus. The interagency agreement spells out the rationale and terms under which Tacoma Community College and Evergreen staff fund and operate the bridge program.

**Motion** Ms. Vipperman moved approval of the **attached** *Memorandum of Agreement*, an  
**4-6-96** interagency agreement between The Evergreen State College and Tacoma Community College for the Bridge program. Seconded by Ms. Meserve and passed.

**ACCEPTANCE OF THE LONG-RANGE CURRICULUM REPORT RECOMMENDATIONS - Action**

President Jervis reminded Trustees that the long-range curriculum planning effort resulted from the recommendations of the long-range planning process of two years ago. The DTF's work is unusual in that the work, planning and implementation occurred at the same time so that when the report came to the faculty for approval in February, many aspects of the recommendations had already been partially implemented. The adoption by the faculty of this report was almost unanimous. This recommendation is to accept the report.

Trustee Vipperman expressed her overriding concern for the long-term strategic mission of the College -- "*Are we still on the cutting edge or are the pieces just being shuffled?*" "*To what extent does this plan address previously identified issues of retention and access, advanced language training, etc.?*" Dr. Smith responded that some of those issues can only be addressed by hiring priorities. There will be large scale faculty turnover in the next six to eight years and content gaps and needs will be reviewed. The most visible part of this report is the development of the part-time studies program. Almost all of the 108 FTE growth will be in the part-time studies program. Trustee Vipperman also related a message she has heard from various places within the greater community, indicating that advanced language instruction is crucial to students' ability to move into a work place that is global. President Jervis suggested that language instruction may be one of the most fruitful products of the "WHEN" network. Faculty representative Pete Sinclair thought it would be very useful to see if Evergreen can design new ways of addressing this issue. President Jervis suggested that Evergreen ought to assess whether people are now learning, thinking and processing information differently. She assured Trustees that the long-range curriculum plan is an "unfinished" product, scheduled for periodic review. Trustee Meserve applauded the work of the DTF in proposing to clarify (in the catalog) and provide guidance to students in designing curriculum pathways. Trustee Terrey also commended this work. Two new DTFs were created as a result of this Disappearing Task Force: the *Advising* DTF and the *Hiring Plan* DTF.

**Motion** Ms. Vipperman moved to accept the final report of the Long-Range Curriculum  
**4-7-96** DTF (dated February 21, 1996). No second was required. Motion carried.

#### **BID AWARDS FOR COMMUNICATIONS BUILDING RETROFIT & LIBRARY BUILDING REMODEL PROJECTS - Action**

Vice President Fanning recommended this proposed delegation in order to avoid delay on these two projects. Trustee Terrey raised a procedural issue regarding this action.

**Motion** Ms. Vipperman moved adoption of Resolution No. 96-3, delegating authority  
**4-8-96** to the President, in consultation with one member of the Board Finance Subcommittee and the Vice President for Finance and Administration, to act on behalf of the Board in awarding contracts for the Communications Building Retrofit and Library Building Remodeling projects. Seconded by Ms. Meserve and passed.

#### **RESOLUTION NO. 96-3 RESOLUTION OF THE BOARD OF TRUSTEES OF THE EVERGREEN STATE COLLEGE DELEGATING AUTHORITY TO THE PRESIDENT**

WHEREAS, it is within the authority of the Board to delegate its authority to the President or the President's designee;



WHEREAS, the President has asked for this action in order to prevent delays in the original construction schedule and to allow completion of the projects before the beginning of the 1996-97 academic year.

WHEREAS, funding for the design and construction of this project was appropriated by the legislature in the 1995-97 biennium and the Board of Trustees approved the schematic design at its regular meeting of February 14, 1996;

BE IT RESOLVED that the Board of Trustees does hereby delegate its authority to the President, in consultation with one member of the Board Finance subcommittee and the Vice President for Finance and Administration, to act on behalf of the Board to award the construction contract for the Communications Building Retrofit and the Library Building Remodeling projects.

BE IT FURTHER RESOLVED that this action is to be ratified by the full Board at the May 8, 1996 regular Board meeting.

PASSED AND APPROVED by the Board of Trustees of The Evergreen State College at its regular meeting of April 10, 1996.

#### **OTHER BUSINESS, REPORTS AND ANNOUNCEMENTS**

Trustees were reminded of the June 14 graduation ceremonies.

#### **ELECTION OF BOARD OFFICERS - Action**

On behalf of the nominating committee, Trustee Terrey proposed the slate of officers recommended by the nominating committee (composed of Trustees Girvin, Terrey and Vipperman), to fill the vacancy created by the death of Chair Edward Kelly.

**Motion** Dr. Terrey, moved approval of the following slate of officers to serve until the  
**4-9-96** regularly scheduled elections at the June Board meeting.

**Chair - Dwight Imanaka**  
**Secretary - Carol Vipperman**

Seconded by Ms. Girvin and passed by unanimous consent.

Chair Imanaka asked that the nominating committee continue to serve, requesting that they recommend a slate of officers for the 1996-97 year at the June meeting.

Trustee Meserve expressed the Board's pleasure at Trustee Imanaka's acceptance and pointed out that Trustee Haley (who continues as Vice Chair) was not able to take on the responsibilities of the position of Chair at this time.

**APPOINTMENT TO BOARD FINANCE SUBCOMMITTEE**

The Chair appointed Trustee **Lila Girvin** to the Board Finance Subcommittee.

**EXECUTIVE SESSION, DATE OF NEXT MEETING, AND ADJOURNMENT**

The date of the next meeting (April 10) was confirmed. The Board recessed into an executive session at 3:40 PM, to consult with legal counsel regarding actual or potential agency litigation. No action was taken as a result of this executive session. The meeting adjourned at 4:10 PM.

A handwritten signature in dark ink, appearing to read "Dwight Imanaka", followed by the word "for" in a smaller font.

Dwight Imanaka, **Chair**

A handwritten signature in dark ink, appearing to read "Carol Vipperman", followed by the word "Secretary" in a smaller font.

Carol Vipperman, **Secretary**

Attachments (4):     Resolution 96-1 Honoring the Life and Service of Edward Kelly  
                              WASHPIRG contract  
                              Memorandum of Agreement with Tacoma Community College  
                              Long-Range Curriculum Report

RMS