

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

Wednesday, October 9, 1985
Daniel J. Evans Library
Olympia, Washington

Trustees Attending: Herbert Gelman
Thelma Jackson
George E. Mante
Richard S. Page
William T. Robinson
Allan M. Weinstein

Absent: David K.Y. Tang

Staff Present: Georgette Chun, Director of Financial Aid
Rita Grace, Administrative Assistant to the President
Patrick Hill, Vice President & Provost
Diane Kahaumia, Admissions Counselor
Gail Martin, Vice President for Student Affairs
Margarita Mendoza de Sugiyama, Special Assistant to
the President (Affirmative Action)
Joseph Olander, President
Rita Pougiales, Academic Dean
Sue Washburn, Vice President for Development and Admin-
istrative Services
Ken Winkley, Associate Vice President for Administra-
tive Services

Others: Richard Montecucco, Senior Assistant Attorney General

Chairman's Report

The meeting was called to order at 1:30 p.m. by Chairman Robinson, who introduced Allan Weinstein, new Trustee from Vancouver, and announced the appointment of new Trustee David Tang from Seattle and the reappointment of Trustee Herbert Gelman. Gail Martin introduced Diane Kahaumia, new Coordinator of Minority Recruitment.

President's Report

President Olander announced an historical high student enrollment of 2,978 headcount (2,759 FTE students) for fall quarter, which has necessitated a decision to close admissions for winter quarter. He also mentioned the appointment of a DTF to study governance; the group is to make recommendations early in December for a replacement to the Evergreen Council. President Olander also discussed the function of the planning council, which will serve as an advisory body to the President.

Approval of Minutes - Action

Motion
85-36

Mr. Page moved approval of the minutes of August 14, 1985, meeting as submitted. Seconded by Mr. Mante and passed.

Tuition Waivers - Action

Gail Martin reviewed the administrative recommendation regarding exemption of veterans from tuition and fees and to children (after the age of nineteen) of any law enforcement or fire fighter who lost his/her life or became disabled. She also discussed permissive and mandatory waivers and exemptions allowed by statute, indicating in most of these cases the statute does not set a ceiling. She felt it would be necessary to have a year's experience in order to decide administratively on limits. She suggested a review in May or June would be appropriate. Trustees asked for an analysis next year.

Motion 85-37

Mr. Page moved approval (based on permissive legislation) of the exemption of 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 set forth by the administration in the attached policy); and to all children, after the age of nineteen years, 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 in the state of Washington. Seconded by Mr. Gelman and passed.

Appointment of College Treasurer - Action

President Olander recommended Ken Winkley as Treasurer.

Motion 85-38

Mr. Mante moved approval of the appointment of Kenneth M. Winkley as Treasurer for the college and requested that the staff secure the required bonding. Seconded by Mrs. Jackson and passed.

Updating of Resolutions Impacted by Reorganization - Action

President Olander recommended Trustee approval of the revised resolutions which were updated to reflect organizational changes.

Motion 85-39

Mr. Gelman moved approval of the following resolutions which have been revised to reflect organizational changes:

- 5-85 Resolution authorizing certain individuals by appointment to approve certain interfund loans;
- 6-85 Resolution designating certain persons as authorities for contracting for, purchasing, and leasing services and personalty;
- 7-85 Resolution designating certain individuals to invoke the Criminal Trespass Act;
- 8-85 Resolution designating appointing authorities for employment purposes
- 9-85 Resolution providing for the exemption of certain personnel from classified service;
- 10-85 Resolution providing for the College's organization table and method for its change.

Seconded by Mr. Page and passed.

Other Business, Information, and Announcements

President Olander mentioned the October 22 dinner meeting between Trustees and the Executive Committee of the Foundation and invited Trustee representation at the annual Foundation Scholar Dinner on October 23.

Admissions Statistics:

Steve Hunter reported an increase in applications of 5.2 percent; in admissions of 10.2 percent; in headcount of 5 percent; and in full-time equivalent students of almost 10 percent.

Tenth Day Enrollment:

As previously mentioned by President Olander, student enrollment of 2,978 headcount and 2,759 FTE is the highest in the College's history. Mr. Hunter also reviewed other statistics such as non-resident/resident; full-time/part-time; male/female; (direct from high school - increase of 43.8 percent); and retention rate (decline of .5 percent). The annual average target is 2,450 FTE.


Mrs. Jackson asked about impact on services to accommodate the shift in age population. Gail Martin responded that the way the College has been able to address this is in staff and in housing (additional student paraprofessionals in student housing); in placing student staff in the Heritage Park complex; and by the Peer Advising program.

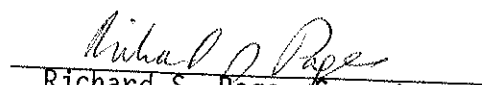
Mr. Mante complimented staff (specifically Enrollment Services) for accommodating state employee students, and Trustee Jackson for recruiting the director of Employment Security as a student.

Date of Next Meeting and Adjournment

The next meeting was set for December 11, with a work session scheduled for November 13, 1985.

The meeting adjourned at 2:20 p.m.


William T. Robinson, Chairman


Richard S. Page, Secretary

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Attachments (1)

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 5-85

Resolution of the Board of Trustees of
The Evergreen State College
Authorizing Certain Individuals by
Appointment to Approve
Certain Interfund Loans

Whereas, the Board of Trustees of The Evergreen State College recognizes the need for approval of interfund loans between certain funds of The Evergreen State College on a week-to-week basis, and that it is therefore prudent to empower certain persons to approve such loans when necessary for the proper fiscal operations of The Evergreen State College;

Be it resolved, by the Board of Trustees of The Evergreen State College that the following persons are hereby appointed to approve, on a week-to-week basis and for purposes of clearing the books at year end, loans from college unrestricted local funds to other college funds and accounts when necessary for the proper fiscal operations of The Evergreen State College:

President
Vice President for Development and Administrative
Services
Associate Vice President for Administrative Services
Controller

Adopted by the Board of Trustees
October 9, 1985

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 5-85

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The Evergreen State College
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President
Vice President for Development and Administrative
Services
Associate Vice President for Administrative Services
Controller

Adopted by the Board of Trustees
October 9, 1985

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 6-85

Resolution of the Board of Trustees of
The Evergreen State College
Designating Certain Persons As
Authorities for Contracting for,
Purchasing, and Leasing Services
and Personalty

Whereas, effective May 6, 1971, the Washington State Legislature, by the adoption of Chapter 57, Laws of 1971, 1st Extraordinary Session, Section 21, has added to Chapter 223, Laws of 1969, Extraordinary Session, and to Chapter 28B.10 RCW, a new section, to read as follows:

"The governing boards of institutions of higher education shall have the power, when exercised by resolution, to delegate to the President or his designee, of their respective university or college, any of the powers and duties vested in or imposed upon such governing board by law. Delegated powers and duties may be exercised in the name of the respective governing boards;"

and

Whereas, Section 22 of Chapter 57, Laws of 1971, 1st Extraordinary Session, provides that

". . . Section 21 of this 1971 amendatory act is necessary for the immediate preservation of the public peace, health and safety, and the support of the state government and its existing public institutions and shall take effect immediately."

Be It Therefore Resolved, That under the Provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the Provisions of the Board of Trustees' Bylaws, the Board of Trustees of The Evergreen State College designates that person now holding or subsequently appointed to the position of President of The Evergreen State College as the authority for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College when such contracting, purchasing and leasing are in accordance with budgets approved by the Board of Trustees, and delegates to that person now holding or subsequently appointed to the position of President of The Evergreen State College the powers and duties vested in and imposed upon the Board of Trustees of The Evergreen State College by the Legislature in RCW 28B.40.120, subsections (6), (7) and (9), to so contract, purchase, and lease; and

Be It Further Resolved, That under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Board of Trustees' Bylaws, the Board of Trustees of The Evergreen State College designates those persons now holding or subsequently appointed to any of the presidentially designated positions set out below as authorities for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College when such contracting, purchasing, and leasing are in accordance with budgets approved by the Board of Trustees, and delegates to those persons now holding or subsequently appointed to any of the presidentially designated positions set out below the powers and duties vested in or imposed upon the Board of Trustees of The Evergreen State College by RCW 28B.40.120, subsections (6), (7) and (9), to so contract, purchase and lease, and all actions taken pursuant to this resolution may be subject to the approval or disapproval of the President of The Evergreen State College.

Be It Further Resolved, That the following list shall constitute the presidentially designated positions to which the designation as authorities for contracting for, purchasing, and leasing services and personalty for current operations of The Evergreen State College and the delegations of powers and duties set forth in this resolution are made:

For purchases, purchasing contracts, and leases:

- President
- Vice President for Development and Administrative Services
- Associate Vice President for Administrative Services
- Controller
- Purchasing Manager or designee(s)

For other contracts:

- President
- Vice President for Development and Administrative Services
- Associate Vice President for Administrative Services

Provided, That the President may, at any time, withdraw the presidential designation from any one of the aforementioned presidentially designated positions and shall notify the Board at its next regular meeting of such action; Provided, further, that any additions to the aforementioned list of presidentially designated positions must be approved by resolution of the Board of Trustees of The Evergreen State College.

Be It Further Resolved, That all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of The Evergreen State College.

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Adopted by the Board of Trustees
October 9, 1985

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THE EVERGREEN STATE COLLEGE

RESOLUTION NO 7-85

Resolution of the Board of Trustees
of The Evergreen State College
Designating Certain Individuals To
Invoke the Criminal Trespass Act

Whereas, The Washington State Legislature pursuant to RCW 28B.10.528 has authorized the Board of Trustees of The Evergreen State College to delegate to the President or his designee, any of the powers and duties vested in the Board; and

Whereas, The Board wishes to delegate the authority to invoke the Criminal Trespass Act to certain designated officials of the College;

Be It Resolved, By the Board of Trustees of The Evergreen State College that the Board hereby delegates its authority to invoke the Criminal Trespass Act to the designated persons employed in the following position:

President
Vice President for Development and Administrative
Services
Vice President for Student Services
Associate Vice President for Administrative Services
Vice President and Provost
Academic Dean designated annually by the Provost
Director of Facilities
Director of Housing
Security Chief
Campus Adjudicator
Commissioned Campus Security and Police Officers

Adopted by the Board Of Trustees
October 9, 1985

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 8-85

Resolution of The Board of Trustees of
The Evergreen State College
Designating Appointing Authorities
for Employment Purposes

Whereas, effective May 6, 1971, the Washington State Legislature, by the adoption of Chapter 57, Laws of 1971, 1st Extraordinary Session, Section 21, has added to Chapter 223, Laws of 1969, Extraordinary Session, and to Chapter 28B.10 RCW, a new section to read as follows:

"The governing boards of institutions of higher education shall have the power, when exercised by resolution, to delegate to the President or his designee, or their respective university or college, any of the powers and duties vested in or imposed upon such governing board by law. Delegated powers and duties may be exercised in the name of the respective governing boards;"

and

Whereas, Section 22 of Chapter 57, Laws of 1971, 1st Extraordinary Session, provides that

"...Section 21 of this 1971 amendatory act is necessary for the immediate preservation of the public peace, health and safety, and the support of the state government and its existing public institutions and shall take effect immediately."

Be it therefore resolved, that under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of The Evergreen State College designates that person now holding or subsequently appointed to the position of President of The Evergreen State College as "Appointing Authority" for the purposes of employment, discipline or termination of any classified staff employee of The Evergreen State College, and delegates to that person now holding or subsequently appointed to the position of President of The Evergreen State College the powers and duties vested in and imposed upon the Board of Trustees of The Evergreen State College by the Legislature in RCW 28B.40.120(2), to employ individuals as members of the classified staff of the institution, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by the President or his/her designee for good and lawful reasons.

Be it further resolved, that under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of The Evergreen State College designates those persons now holding or subsequently appointed to any of the presidentially designated positions set out below as

"Appointing Authority" for purposes of employment, discipline or termination of any classified staff employee under that person's immediate supervision; and delegates to those persons now holding or subsequently appointed to any of the presidentially designated positions set out below, the powers and duties vested in or imposed upon the Board of Trustees of The Evergreen State College by RCW 28B.40.120(2), to employ individuals as members of the classified staff of the institution in positions of employment under that person's immediate supervision, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by any of the persons now holding or subsequently appointed to any of the presidentially designated positions, set out below, of "Appointing Authority," for good and lawful reasons, and all actions taken pursuant to this resolution may be subject to the approval or disapproval of the President of The Evergreen State College.

Be it further resolved, that the following list shall constitute the presidentially designated positions to which the designation as "Appointing Authority" and the delegations of powers and duties set forth in this resolution are made:

- President
- Vice President & Provost
- Vice President for Development & Administrative Services
- Vice President for Student Affairs
- Academic Deans
- Assistant Vice President for Academic Budgeting & Financial Planning
- Assistant to the President
- Associate Director of Development, Corporate & Foundation Relations
- Associate Vice President for Administrative Services
- Bookstore Manager
- Budget Officer
- Controller
- Coordinator of Media Services
- Coordinator of Third World Coalition
- Dean of Library Services
- Dean of Enrollment Services
- Dean of Student Development
- Director of Admissions
- Director of Recreation and Athletics
- Director of Career Development
- Director of Community & Alumni Relations
- Director of Computer Services
- Director of Cooperative Education
- Director of Counseling & Health Services
- Director of Development
- Director of Employee Relations
- Director of Facilities
- Director of Financial Aid
- Director of General Services
- Director of Housing
- Director of Information Services & Publications

Director of Planning & Research
Director of Student Activities
Executive Associate for Policy
Project Director for KEY/Special Services
Project Director for Upward Bound
Security Chief
Special Assistant to the President/Affirmative Action

Provided that the President may, at any time, withdraw the presidential designation from one of the aforementioned presidentially designated positions and shall notify the Board at its next regular meeting of such action; provided further that any additions to the aforementioned list of presidentially designated positions must be approved by resolution of the Board of Trustees of The Evergreen State College.

Be it further resolved, that all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of The Evergreen State College.

Be it finally resolved, that prior to appointment to the positions of Vice President and Provost and Vice President for Business, the President shall confer with the Board of Trustees.

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 9-85

Resolution of the Board of Trustees of
The Evergreen State College
Providing for the Exemption of Certain Personnel
from Classified Service

Whereas, Chapter 36, Laws of 1969, 1st Extraordinary Session (the State Higher Education Personnel Law) provides for exemption of certain categories of employees from the classified service:

Now, therefore, be it resolved, that the following general criteria be, and hereby are, established for designation of categories of employees exempt from the classified service:

Responsibility for determining college policy
Responsibility for academic instruction
Responsibility for student counseling
Responsibility for professional research
Service as principal assistant to a senior college official
Part-time or temporary employment
Consultative employment under contract
Student employment;

and

Be it further resolved, that employees in positions listed below be, and hereby are, exempt from the classified service; and

Be it finally resolved, that intent, rather than the precise title of any position, shall govern in any interpretation of this resolution:

1. President
2. Vice Presidents:
 - a. Vice President and Provost
 - b. Vice President for Development and Administrative Services
 - c. Vice President for Student Services
3. Deans and Directors responsible for instructional programs:
 - a. Academic Deans
 - b. Director of Cooperative Education

4. Members of the Instructional Faculty, including Adjunct Faculty members
5. Student Services and Counseling positions:
 - a. Dean of Enrollment Services
 - b. Dean of Student Development
 - c. Director of Admissions
 - d. Director of Counseling and Health Services
 - e. Director of Financial Aid
 - f. Director of Recreation and Athletics
 - g. Director of Housing
 - h. Director of Upward Bound
 - i. Director of KEY Services
 - j. Coordinator of Third World Coalition
 - k. Coordinator of Reading Skills
 - l. Coordinator of Prior Learning Programs
 - m. Director of Career Development
 - n. Director of Student Activities
 - o. Coordinator of Veteran's Affairs
 - p. Career Counseling Specialist
 - q. Admissions Counselors
 - r. Financial Aid Counselors
 - s. Cooperative Education Counselors
 - t. Professional Counselor
 - u. Security Chief
6. Library and Audio-visual positions:
 - a. Dean of Library Services
 - b. Professional Librarians
7. Director of Computer Services
8. Institutional Research positions:
 - a. Director of Planning and Research
 - b. Grant and project directors and principal investigators
9. Development and Public Relations positions:
 - a. Director of Development
 - b. Director of Information Services
 - c. Associate Director of Development, Corporate and Foundation Relations
10. Business and Financial Affairs positions:
 - a. Budget Officer
 - b. Director of Facilities

- c. Director of Employee Relations
 - d. Controller
 - e. Director of General Services
 - f. Bookstore Manager
 - g. Director of General Services
11. Principal assistants to executive heads of major academic or administrative units
- a. Assistant to the President
 - b. Associate Vice President for Administrative Services
 - c. Special Assistant to the President, Affirmative Action
 - d. Executive Associate for Policy
 - e. Assistant Vice President for Budget and Financial Planning
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12. Confidential secretaries and personal assistants to the Board of Trustees, President, and Vice Presidents
13. Graduate teaching and research assistants
14. Part-time and temporary employees
15. Student employees

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 10-85

Resolution of the Board of Trustees of
The Evergreen State College
Providing for the College's Organization Table
and the Method for Its Change

The organization table of The Evergreen State College as of the date of this resolution provides for a President, a Vice President and Provost, a Vice President for Development and Administrative Services, and a Vice President for Student Affairs.

To the President (in addition to the Vice Presidents) - an Administrative Assistant, an Administrative Secretary, an Assistant to the President, a Director of Research and Planning, a Budget Director, an Executive Associate for Policy, an Internal Auditor, and a Special Assistant to the President (Affirmative Action Officer);

To the Vice President and Provost - an Administrative Assistant, an Administrative Secretary, four Academic Deans, a Dean of Library Services, and an Assistant Vice President for Academic Budgeting and Financial Planning.

To the Vice President for Development and Administrative Services - an Administrative Secretary, an Associate Vice President for Administrative Services, a Director of Information Services & Publications, a Director of Development, and a Director of Community & Alumni Relations.

To the Vice President for Student Affairs - an Administrative Secretary, Dean of Enrollment Services, a Dean of Student Development, a Director of Recreation and Athletics, a Director of Housing, and a Security Chief.

The organization table may be changed only after approval of the Board of Trustees.

Adopted by the Board of Trustees
October 9, 1985

12/11/85