

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

November 18 and 19, 2003

Trustees Attending:

Deborah Barnett Stanley
Flemming (by phone)
David Lamb
Karen Lane
Merritt Long
Anthony Sermonti

Absent: Billy Frank, Jr.
Marilee Roloff

Representatives to the Board:

Bonnie Marie, Alumni Representative
Kirk Talmadge, Staff Representative

Staff Present:

Don Bantz, Interim Provost and Academic Vice President
Marty Beagle, Science Operations Manager
Jim Beaver, Director of College Relations
Amy Betz, Program Coordinator
Eddie Brown, Academic Dean
Bill Bruner, Academic Dean
John Carmichael, Administrative Assistant to the President/Recording Secretary
to the Board of Trustees
Art Costantino, Vice President for Student Affairs
Ann Daley, Vice President for Finance and Administration
Michel George, Director of Facilities Services
Edie Harding, Director of Governmental Relations
Lee Hoemann, Executive Associate to the President
Ken Holstein, Associate Vice President for Human Resources
Steve Hunter, Associate Vice President for Enrollment Management
Anna Kircher, Director of Computing and Communications
Kirk Knittle, Facilities
Phyllis Lane, Dean of Student and Academic Support Services
Lee Lytle, Dean of the Library
John McCann, Academic Grants Manager
Frank McGovern, Vice President for College Advancement and Executive
Director of the Evergreen State College Foundation
Thomas L. Purce, President
Jim Stroh, Member of the Faculty
Steve Trotter, Executive Director of Operational Planning and Budget
Bill Zaugg, Administrative Assistant for Budget (Student Affairs)

Others Attending:

John Bennett, Studio Meng Strazzara
Terry Ryan, Assistant Attorney General

Tuesday, November 18, 2003

Vice Chair Deborah Barnett called the meeting to order at 3:10 p.m. in the board room of the Olympia campus. A quorum was present with Trustees Barnett, Lane, Lamb, and Sermonti present and Trustee Fleming participating by phone.

Introduction of Student Journalists

President Purce introduced Renata Rollins and Hal Steinberg, student journalists from the *Cooper Point Journal*.

Capital Projects Update

Vice President for Finance and Administration Ann Daley invited Director of Facilities Michel George to report to the board on capital budget projects.

Mr. George discussed the proposed renovation of the Evans Library building. Mr. George said that initial plans for the renovation of the building proved to be too expensive. The project was re-designed so that the building could be renovated in phases. Mr. George recommended that the board approve the schematic design for the first phase of the renovation. The legislature appropriated \$21,500,000 for the project, and the project is included in the capital spending plan previously approved by the board. Mr. George described the major areas included in the renovation and the general schedule for the project. Mr. George described improvements to the building's mechanical systems. John Bennett, an architect from Studio Meng Strazzara, described changes to the building floor plan. Mr. Bennett said that the project will improve way-finding in the building, improve the building seismically and aesthetically, and improve the overall functionality of the building. Director of Computing and Communications Anna Kircher and Dean of the Library Lee Lytle described how the proposed schematic design addresses program needs in their areas.

Ms. Daley said that the board would also be asked to approve the schematic design and the architectural contract for renovation of the Lab II third-floor laboratory. Mr. George displayed the proposed schematic design. Mr. George said that construction is expected to last from May through October 2004. Science Operations Manager Marty Beagle and Member of the Faculty Jim Stroh described the ways in which the renovation would enhance science programs at Evergreen. Dr. Stroh said that the new lab would be larger, more versatile and better reflect the way Evergreen science programs are currently conducted.

Ms. Daley said that renovation and expansion of the child care center is slightly behind schedule due to unforeseen problems with the foundation under the existing building. The project is expected to be complete on December 20, 2003. The cost of correcting the foundation problem was slightly less than \$50,000. Ms. Daley said that the board would be asked to authorize staff to approve spending the contingency budget for the project. Authorization to spend the contingency budget was inadvertently omitted from the original board authorization of the construction budget.

Mr. George described progress on the construction of the Seminar II building. He said that staff are closely monitoring the schedule. Areas of concern include a change in the metal fabrication subcontractor. Installation of millwork and electrical work is also running behind schedule. Mr. George said that completion of the project is estimated on February 20, 2004.

Ms. Daley described the developing process for capital budget development for the 2005-2007 biennium. She said that the legislature passed a bill requiring the public four-year higher education institutions to develop a process for prioritizing capital project requests for all four-year schools. The two-year colleges already have a similar system. The Board of Trustees would continue to be involved in developing and approving the college's list of requests. Evergreen staff would then work with staff from other institutions, using a process and criteria yet to be fully defined, to develop an integrated request for the four-year system. Each of the boards of trustees and regents would then be asked to approve the integrated list. If the four-year colleges are unable to agree on an integrated list of prioritized capital project requests, the Higher Education Coordinating Board would provide the final list to the legislature. Staff from each of the institutions, through the Council of Presidents, are working to further define the process.

Trustee Lane recalled that the Joint Legislative Audit and Review Committee (JLARC) had done a study critiquing the capital budget process among four-year institutions. She asked if this change were in response to that study. Ms. Daley said that the new process was partly in response to the Gardner-Evans bill, which directed substantial new resources to capital projects. Ms. Daley said that JLARC had developed a system for ranking the condition of buildings and is working to expand that index. JLARC is also conducting a performance audit of selected capital projects.

Higher Education Coordinating Board Draft Strategic Master Plan

President Purce said that the Higher Education Coordinating (HEC) Board is collecting comments on their draft strategic master plan. The draft plan attempts to focus the state's attention on a few strategic goals. The draft plan also comments on higher education governance structures. The HEC Board held two hearings to collect comments. President Purce distributed the text of the comments he made at one of those hearings. He said that he reiterated to the HEC Board's Evergreen's continuing concern about local tuition control. He re-stated the college's continued support for state-funded need-based financial aid. He urged the HEC Board to include a statement about diversity in their master plan. He also suggested that they include a goal related to the integration of the K-12 and higher education systems, as they did in the previous master plan. President Purce invited the Board of Trustees to react to the draft strategic plan and to his comments. He said that he will follow-up the discussion with a letter to the HEC Board.

Director of Governmental Relations Edie Harding said that the HEC Board will meet on December 3, submit a draft to the legislature on December 15, and publish a final plan in June 2004. Ms. Harding reviewed the major goals in the plan: increasing opportunity for students to earn degrees and meeting the economic needs of the state. She noted that the importance of a liberal arts education is reflected in the plan's proposed mission statement, but is not specifically reflected in the plan's goals. Ms. Harding described comments made during the HEC Board's public meetings. Comments included concerns about core funding and performance contracts.

Trustee Lane said that the draft plan raised a major question about allocation of resources. Would the plan shift resources away from two-year colleges? She suggested that the proposal of the League of Education Voters could significantly change the master plan discussion. Ms. Lane asked whether the HEC Board was considering alternate systems, for instance a sliding scale tuition model or letting the UW set tuition differently than the other institutions. Trustee Lamb said that any master plan must address finding more money for higher education.

Recess

The board recessed at 4:54 p.m., to reconvene at 9:00 a.m. on Wednesday, November 19.

Wednesday, November 19, 2003

Trustee Barnett called the meeting to order at 9:04 a.m. with Trustees Barnett, Lane, Lamb, Long and Sermonti present

Interim Accreditation Visit

Interim Provost Don Bantz reported on the Northwest Commission on Colleges' interim accreditation visit held on October 30 and 31. Provost Bantz said that the visitor, Dr. Ernest Ettlich, was impressed by the college's written report. Of the five recommendations made by the Commission at the 1998 accreditation visit, three will carry forward to the next visit: recommendations related to general education, funding for the college, and salaries for faculty and staff. The 1998 recommendations regarding recruitment and retention of students have been largely addressed and will not be re-stated in Dr. Ettlich's report. Trustee Lamb suggested that Dr. Ettlich's observations about the need for financial support may be helpful in advocating for the college to the legislature. President Purce recognized the

work of Interim Provost Don Bantz and the many faculty and staff who worked to prepare the report and participated in the visit.

Summer Session

Interim Provost Don Bantz and Academic Dean Bill Bruner provided a brief report on the 2003 summer session. Dean Bruner said that a full financial report on the session is not yet available. He said that headcount for the session was down three percent compared to the previous summer. The decline may be due to the increase in tuition. He said that he expects the revenue from the session to look quite good, in spite of the small declines. Provost Bantz noted that the decline in participation this year became apparent when a larger number of students were dropped for non-payment, suggesting that the price of enrollment may be a factor. Trustee Lamb asked whether lower tuition might result in higher enrollment and greater revenues. Dean Bruner said that he expects the final financial report will show that revenues were enhanced by the increase in tuition. Trustee Long asked whether the demographic characteristics of students attending summer session had changed following the tuition increase.

Extended Education

Dean Bruner described the recommendations of a study group that examined the possibility of an extended education program. He said that the primary purpose of the program would be to raise revenue. Extended education would include offerings that are not state-funded and do not lead to a degree. The study group identified several possible offerings and recommended that the college try running the program for five years, followed by an evaluation and a decision whether or not to continue. The program would be run from the Academic Deans' area. The next year will be used to plan the program and further develop the business model and processes. The college would offer its first pilot classes in Summer 2004. Conservative financial estimates suggest that the program would begin to show a profit in two or three years.

Trustee Lane suggested that retirees in the community could be an important market for the program. Trustee Lamb noted that even in the best year, the revenue illustration showed 30 percent of revenue spent on administrative overhead. He said this could present a serious challenge to profitability. Peer group comparisons in this area may be helpful. Mr. Lamb also suggested forming an advisory committee of potential clients who can help assess the market and promote the program to others. Trustee Long suggested that start-up costs might be minimized by contracting with former Evergreen faculty or staff to oversee the first phase of the project. Program Coordinator Amy Betz described the committee's work to contact faculty and staff across campus that would be affected by the program. Interim Provost Bantz said that the next stage of consultation will involve reaching out to the faculty. President Purce said that, as with all new programs, the board would be asked to approve the program.

Enrollment Management and Retention

Vice President for Student Affairs Art Costantino introduced Dean of Student and Academic Support Services Phyllis Lane, Academic Dean Eddie Brown and Associate Vice President for Enrollment Management Steve Hunter. Dr. Costantino acknowledged the work of Dr. Lane in improving student retention and providing support to students in general and to special populations of students.

Steve Hunter said that the enrollment figures for Fall 2003 were very similar to the previous year. The college's goals for enrollment in Fall 2003 included increasing the proportion of non-resident students and reducing the level of over-enrollment. The proportion of non-resident students did not increase as much as had been hoped. To avoid an adverse affect on the college's revenues, the level of over-enrollment was allowed to remain higher than originally planned. In the end, this over-enrollment was offset somewhat when the college received funding for an additional 34 students transferring from two-year colleges.

Mr. Hunter said that student retention has improved noticeably. Retention of all students from Fall 2002 to Fall 2003, adjusted for graduation, was 81 percent, the highest rate in many years. Retention of freshman was 74 percent, also the highest rate in many years. Retention of non-resident freshman, the group which is often the hardest to retain, was 72 percent, in spite of a 14 percent tuition increase. Retention of students of color was 82 percent, higher than the retention rate of students overall, which is very unusual at a predominantly white campus.

Dr. Lane described the current programs intended to improve student retention. Dr. Lane said that retention efforts begin as soon as students are admitted. New Students are invited to campus in the spring to meet faculty, participate in workshops and register for programs. In the fall, new student orientation facilitates students' transition from high school to college and from traditional educational structures to Evergreen's methods of teaching and learning. Dr. Lane said that first generation students, low income students and students with disabilities are invited to participate in the Step Up program organized by KEY student services. Students of color are invited to participate in an orientation program organized by First People's advising.

Academic Dean Eddie Brown described a recent evaluation of the Beginning the Journey program. The program, which involved 140 students, began during orientation week and continued through the first part of Fall quarter 2002. The program involved both faculty and Student Affairs staff. Student retention for students participating in the program was 10 percent higher than overall student retention. Student Affairs and Academic staff are reviewing the program and discussing how to continue it in Fall 2004.

Update on Civil Service Reform and Collective Bargaining

Vice President Ann Daley said that Associate Vice President for Human Resources Ken Holstein has been closely involved with the state's efforts to implement the civil service reform law, which calls for rewriting the state's civil service rules and initiating a new phase of collective bargaining. Dr. Holstein said that civil service rule-making is currently underway. He noted that the college has agreed to have the governor's Office of Labor Relations bargain on behalf of the college. Bargaining will begin in February 2004 and be completed by October 2004. The bargaining will produce master agreements for government generally and for higher education institutions participating in the process. Evergreen could then negotiate a supplemental agreement with its bargaining unit. In 2005, the legislature would vote on the master agreements.

Finalizing Board Goals

President Purce invited the trustees to comment on the draft goals produced following the board's October retreat. He said that work is underway on many of the items included in the goals. He said that he will be charging a group to begin work on updating the college's enrollment growth plan. Trustee Sermonti said that the board should work to be visible leaders in the state's higher education system. Trustee Lane said that the governing boards of the public higher education institutions would have a joint meeting in January. Trustee Long suggested that the board work to be more visible in the communities Evergreen serves, for instance by holding meetings at the Grays Harbor and tribal sites. He also suggested that trustees identify individual goals on which they would like to work. Trustee Lamb said that the goals should make a more specific reference to money and the need for a clear model for funding higher education.

Break

The board recessed for lunch at 11:56 a.m. and reconvened at 1:05 p.m.. A quorum was present with Trustees Barnett, Lamb, Long, and Sermonti present and Trustee Flemming participating by phone.

Recognition of Ratna Roy

Trustee Sermonti read Resolution 2003-11, recognizing the contribution of Ratna Roy.

Motion Mr. Flemming made a motion to adopt Resolution 2003-11 (attached) recognizing the
#11-01-03 contributions of faculty member Ratna Roy. The motion was seconded by Mr. Lamb and passed on a voice vote.

Vice Chair Barnett invited Dr. Roy to speak. Dr. Roy said that the dance departments of most colleges are among the least diverse departments on campus. She said that Evergreen's commitment to non-Euro centric dance is highly unusual and has been recognized nationally.

Executive Session

At 1:10 p.m., Vice Chair Barnett announced that the board would move into executive session to discuss with counsel litigation or potential litigation, as provided by the Open Public Meetings law. The board reconvened in open session at 1:43 p.m.

Adjustment of Application Fees – ACTION

Vice President for Student Affairs Art Costantino recommended that the board act to annually increase the application fee by the Initiative 601 limit. He said that the difference between the cost of processing applications and the revenue collected by the fee has grown steadily for several years. Trustee Sermonti suggested that the college explore whether it would be more cost-effective in the long run for the college to process on-line applications rather than paying a vendor to process the applications.

Motion Mr. Lamb made a motion to annually increase the application fee by the official I-601
#11-02-03 fiscal growth factor. The motion was seconded by Mr. Sermonti and passed on a voice vote.

Schematic Design for Phase I Renovation of the Daniel J. Evans Building – ACTION

Vice President Ann Daley recommended that the board approve the schematic design presented to the board during the earlier work session.

Motion Mr. Lamb made a motion to approve the schematic design for the renovation of the
#11-03-03 Daniel J. Evans Building. The motion was seconded and passed on a voice vote.

Schematic Design for Renovation of the Laboratory II, 3rd floor Chemistry/Geology Lab – ACTION

Vice President Ann Daley recommended that the board approve the schematic design presented to the board during the earlier work session.

Motion Mr. Sermonti made a motion to approve the schematic design for renovation of the
#11-04-03 Laboratory II, 3rd floor Chemistry/Geology Lab. The motion was seconded by Mr. Flemming and passed on a voice vote.

Architectural Design Contract for the Lab II, 3rd floor Chemistry/Geology Renovation

Ms. Daley recommended that the board approve an architectural design contract to Arai/Jackson Architects for \$296,515 plus a five percent contingency. Trustee Lamb asked whether the architect had worked on any recent projects for the college. Ms. Daley said that she was unaware of any such projects.

Motion Mr. Long made a motion to approve an architectural design contract to Arai/Jackson
#11-05-03 Architects for renovation of the Lab II, 3rd floor laboratory. The motion was seconded by Mr. Lamb and passed on a voice vote.

Child Care Center Contingency Expenditures

Ms. Daley recommended that the board approve contingency expenditures of \$135,000 for the expansion and renovation of the campus children's center. Ms. Daley said that the contingency budget was included in the original project budget, but through a staff oversight, the board's original motion approving the project did not include authorization to spend the contingency budget.

Motion Mr. Sermonti made a motion to approve spending the \$135,000 contingency budget for
#11-06-03 the child care center renovation and expansion.. The motion was seconded by Mr. Long
and passed on a voice vote.

Approval of Minutes - ACTION

Motion Mr. Long made a motion to approve the minutes of the September 15 and 16 meeting.
#11-07-03 The motion was seconded by Mr. Sermonti and passed on a voice vote.

Approval of Meeting Schedule - ACTION

Motion Dr. Flemming made a motion to approve the proposed 2004 Board of Trustees meeting
#11-08-03 schedule. The motion was seconded by Mr. Sermonti and passed on a voice vote.

Report of the Chair

Vice Chair Barnett distributed a goal statement, revised to reflect the morning's discussion. She invited Mr. Sermonti to report as student Trustee. Mr. Sermonti said that he is participating in the work of the campus Financial Futures Group and attended a student leadership conference. He is also involved with a group meeting to discuss forming a student government at Evergreen.

Chair Flemming reported that he met with Dr. Ettlich, the accreditation visitor from the Northwest Commission on Colleges. Dr. Flemming noted the Dr. Ettlich had great praise for the work of staff who prepared the written accreditation report. Dr. Flemming said that he had attended a dinner for legislators at the president's residence and the President's Recognition Dinner on November 5.

President's Report

President Purce invited Bonnie Marie to report as Alumni Representative to the Board. Ms. Marie said that the alumni board held a recent meeting in Tacoma to coincide with the Tacoma program homecoming. Members of the alumni board attended the President's Recognition Dinner. The board is preparing end-of-quarter "survival kits" for parents to buy for students.

President Purce described some of his activities since the board last met, including participation in the board retreat, faculty retreat and management retreat. He discussed higher education strategic planning with a legislative committee and spoke at a conference on the liberal arts at the College of Charleston. President Purce said that he and Dr. Flemming had dinner with local area legislators. A meeting with Tacoma area legislators is planned. President Purce also described his work on the Port of Olympia's Welcome Pole blue ribbon panel. The panel will recommend to the Port a way to handle a piece of controversial public art.

President Purce said that he will need to make a decision about the future of Super Saturday. He discussed the history and goals of the event. The event has been an important college relations initiative for the college, but is less distinctive than it was twenty years ago. Continuing the event is expected to cost approximately \$30,000 each year. Staff have suggested options for changing the scale and focus of the event. President Purce said that he will continue to consult with others about the future of the event.

He said that regardless of whether the event continues beyond this year, he recognizes the importance of continuing to reach out to and serve the local community.

President Purce asked Vice President for College Advancement Frank McGovern to report on fundraising. Mr. McGovern said that overall donations to date total \$851,000, compared to \$562,000 at the same time last year. Annual fund collections total \$63,000 compared to \$110,000 last year. (The mailing this year went out a month later than last year, due to the conversion to the Banner system).

Public Comment

Vice Chair Barnett invited comments from the public. No comments were made.

Adjournment

Ms. Barnett adjourned the meeting at 2:39 p.m.


Stanley L.K. Flemming, D.Q., M.A., Chair


Marilee K. Roloff, Secretary

Attachments: Board Resolution 2003-11 – Recognizing the Contributions of Ratna Roy

**THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
Resolution No. 2003-11**

Recognizing the Achievements of

Ratna Roy

WHEREAS Odissi dance has a long history in India, dating back to 2nd century BC;

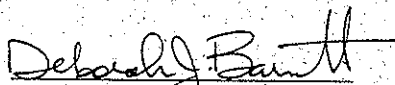
WHEREAS the dance, as it is performed today had to be reconstructed during the post-colonial era in the 20th century;

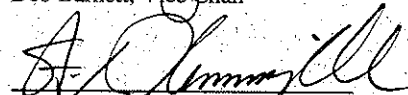
WHEREAS Dr. Ratna Roy is the founder and artistic director of the Urvashi Dance Company;

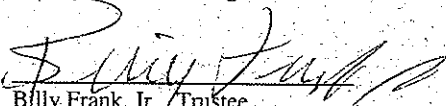
WHEREAS Dr. Ratna Roy, through her research, teaching and performance, has made a significant contribution to the field of dance, to the lives of her students, and the cultural life of our whole community;

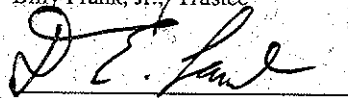
WHEREAS, because of Dr. Roy's work, the Odissi dance program at The Evergreen State College was recognized at the 2nd International Odissi Festival in Washington, D.C. in August 2003;

THEREFORE BE IT RESOLVED that The Evergreen State College Board of Trustees expresses its appreciation to Dr. Ratna Roy for her work on behalf of the college, its students, and the field of dance;



Deb Barnett, Vice Chair



Stanley L.K. Flemming, Chair



Billy Frank, Jr., Trustee


David E. Lamb, Trustee

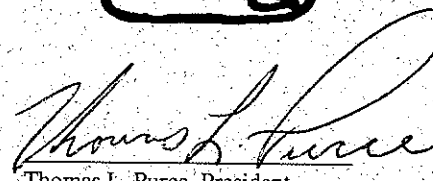

Karen E. Lane, Trustee


Merritt Long, Trustee


Marilee K. Roloff, Secretary


Anthony Sermonti, Trustee




Thomas L. Purce, President
DATED this 19th day of November, 2003