

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

Tuesday, July 20, 1976
The Evergreen State College Campus
Daniel J. Evans Library, Room 3112

The meeting was called to order by Chairwoman Tourtellotte at 10:30 AM.

Trustees Present: Thomas Dixon
Herbert D. Hadley
Halvor M. Halvorson
Raymond Meredith
Janet P. Tourtellotte

Staff Present: Judy Annis, Information Specialist
Richard Cellarius, Member of the Faculty
Suzanne Feeney, Director of Development
Hap Freund, Member of the Faculty
Rita Grace, Recording Secretary
Will Humphreys, Academic Dean
Rindetta Jones, Affirmative Action Officer
Edward Kormondy, Vice President and Provost
George Hom, Director of Counseling
Robert Strecker, Director of Facilities
Stone Thomas, Director of Third World Coalition
Ken Winkley, Business Manager
See permanent roster for others attending

Others Present: Richard Montecucco, Assistant Attorney General
Alice Watts, Daily Olympian
See permanent roster for others attending

APPROVAL OF MINUTES AND CHANGE TO AGENDA - Action

Motion Mr. Halvorson moved approval of the minutes of the June 21, 1976
76-32 meeting as submitted. Seconded by Mr. Meredith and passed.

Motion Mr. Halvorson moved to change item #12, executive session, to follow
76-33 item #7, preceding the item dealing with salaries. Seconded by
Mr. Meredith and passed.

BID AWARDS - Action

The staff recommended formal approval of three recent bids.

Motion Mr. Halvorson moved formal approval of the following low bidders:
76-34 a) Totem Electric, Inc., of Tacoma, Washington, of \$24,900 for
 emergency power generation system for Communications Laboratory
 Building.
 b) Totem Electric, Inc., of Tacoma, Washington, of a \$13,900 base
 bid plus a \$4,000 alternate for electrical distribution to the
 original campus buildings.

- c) Howard Schwicht Construction Company of Enumclaw, Washington, of a \$52,000 base bid plus alternates 1 and 2 for \$27,000 for storm drainage and water line project for the Central Utility Plant. Seconded by Mr. Dixon and passed.

1977-79 CAPITAL BUDGET REQUEST - Action

Mr. McCann requested approval of the 1977-79 capital budget request including (1) College Recreation Center, Phase II - gymnasium at \$3,401,352; (2) outdoor recreation field at \$447,100; (3) site improvements, Overhulse right-of-way restoration at \$154,313; and (4) minor remodeling, Library Building, at \$48,100, comprising Evergreen's briefest request.

Motion
76-35

Mr. Halvorson moved approval of the 1977-79 capital budget request (attached) totaling \$4,050,865. Seconded by Mr. Meredith and passed.

THE EVERGREEN STATE COLLEGE FOUNDATION - Action

Mr. McCann informed the Trustees that, in response to the Board's request at the April meeting, the development office is seeking Trustee endorsement of a foundation, existing solely for the purpose of supporting the college and its needs. The next step will be to select five incorporators. This autonomous body will replace the present Greater Evergreen College Fund.

Motion
76-36

Mr. Meredith moved adoption of Resolution No. 76-9 (attached), entitled "Resolution of the Board of Trustees of The Evergreen State College endorsing the creation of The Evergreen State College Foundation." Seconded by Mr. Halvorson and passed.

PUBLIC HEARINGS TO CONSIDER WASHINGTON ADMINISTRATIVE CODE POLICIES - Action

Motion
76-37

Shortly before 11:00 AM, Mr. Dixon moved that the special board meeting be recessed and the board convene in a public hearing for the purpose of considering two policies: state environmental policy act and release of student information. Seconded by Mr. Meredith and passed.

State Environmental Policy Act

Mr. Cellarius gave a brief presentation concerning expansion of the proposed state environmental policy act guidelines. The Trustees agreed to wait until September to consider Mr. Cellarius' recommendations allowing time for further discussion and the return of students and faculty to campus.

Motion
76-38

In accordance with Administrative Procedures Act requirements, Mr. Halvorson moved approval of the attached new policy, WAC 174-140-200 through -210, relating to implementation of the state environmental policy act. Seconded by Mr. Hadley and passed.

Release of Student Information

Mr. McCann recommended approval of this policy, which is in compliance with recently issued federal guidelines (Public Law 93-380, Family Educational Rights and Privacy Act, adopted by Congress in 1974).

Motion
76-39

In accordance with Administrative Procedures Act requirements, Mr. Meredith moved approval of the attached policy, WAC 174-162-010 through -050, relating to release of student information. Seconded by Mr. Dixon and passed.

The public hearing concluded at 11:27 AM and the Board returned to the special meeting.

Mr. Cellarius presented Trustees with copies of "Campus Inventory & Land Use Planning," authored by three of his students.

ADMINISTRATIVE ORGANIZATION IN PROGRAM 010 - Discussion

Mr. McCann recommended the creation of a new position "Director of Personnel/Affirmative Action" to replace the position of "Director of Personnel/Auxiliary Services" with the auxiliary services function being assigned to several deans and directors. A letter dated July 20 from the library group was read. Among others, the following people spoke in opposition to this combination: Tom Rainey, president of Evergreen's local union of AFL/CIO; Hap Freund, faculty; Stone Thomas, staff; Willie Parson, academic dean; and Waymon Ware, Central Washington State College.

Mr. Dixon moved that the item relating to administrative organization in program 010 be removed from the agenda. The motion failed for lack of a second.

EXECUTIVE SESSION

The Trustees recessed at 12:10 PM for lunch followed by an executive session and resumed the special meeting at 2:10 PM.

ADMINISTRATIVE ORGANIZATION IN PROGRAM 010 - Continued

Mr. McCann asked to withdraw the item of administrative organization in program 010 from the agenda pending further study of the matter, mentioning that the question of workloads and conflict of interest will be studied. Mr. McCann affirmed his intention to continue reductions in administration.

Motion
76-40

Mr. Hadley moved to remove item #10, administrative organization in program 010, from the agenda pending further study. Seconded by Mr. Halvorson and passed.

SALARIES - Action

Mr. McCann told the Trustees that the money allocated for salaries from the legislature has been used to raise the grid for administrative exempt and faculty (about 4 percent); the remainder was used for merit increases (approximately 1 percent).

Motion
76-41

Mr. Dixon moved approval of the attached administrative exempt salaries, effective July 1, 1976; and that the President's salary be moved from range 18, step I, to range 18, step J. Seconded by Mr. Meredith and passed.

GOVERNANCE DOCUMENT HEARING PROCEDURES - Discussion

A revision of the present governance document relating to hearing procedures was presented by Lee Chambers who told the Trustees that the attempt was

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to make the procedures more specific. Mr. Hadley expressed concern that the proposed revision to WAC 174-108-06001 (6) would further limit the powers of the Board of Trustees and requested a review meeting with counsel and the DTF members.

Motion
76-42

Mr. Hadley moved that the hearing board procedures section of the governance document be placed on the August board agenda for Trustees to consider with a public hearing the following month and that Richard Montecucco be requested to provide a comprehensive comparison of the old and new language with any significant changes pointed out. Seconded by Mr. Halvorson and passed.

It was agreed that the study session would be prior to the next meeting.

OTHER BUSINESS AND ANNOUNCEMENTS

Faculty Contracts

Faculty member Charles Pailthorp brought to the Board's attention the situation in which verbal contracts to three prospective faculty had not been formalized and requested the Board to review and reverse this administrative decision and offer three-year contracts to: Hazel Mumaw, Margaret Hunt, and Matthew Halfant. Mr. and Mrs. Halfant were also present and gave presentations. Ed Kormondy told the Trustees he felt the contracts had not been formalized since all appointments are subject to the approval of the Provost and review by the President--that approval had not been given in these cases--and that legal counsel had been consulted prior to making this decision.

EXECUTIVE SESSION

The board went into another executive session at 3:50 PM and reconvened the special meeting at 4:50 PM.


Faculty Contracts - Continued

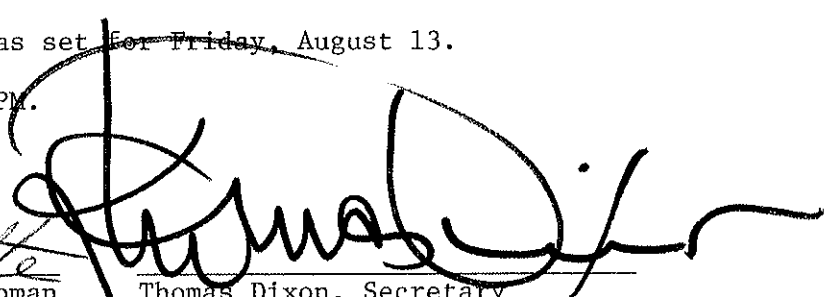
Mrs. Tourtellotte reminded those present that this was a special meeting and that no action could be taken on anything not appearing on the published agenda; that faculty hirings are internal management decisions; hence the matter was referred to the president. President McCann proposed that the three prospective faculty members be offered a one-year contract; that recommendations to add these three additional people be incorporated in the 1976-77 budget and that the revised budget be brought to the Board later; that when possible these appointments be converted to regular (three-year) appointments, requiring Board action exempting these three people from the restriction that visiting faculty are ineligible for regular appointments without the lapse of a year between such appointments.

DATE OF NEXT MEETING AND ADJOURNMENT

The date of the next meeting was set for Friday, August 13.

The meeting adjourned at 4:55 PM.


Mrs. Neal Tourtellotte, Chairwoman


Thomas Dixon, Secretary

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Attachments

Approved 7-20-76

THE EVERGREEN STATE COLLEGE

July 13, 1976

MEMORANDUM

RECEIVED

JUL 13 1976

T. E. S. C.
OFFICE OF THE PRESIDENT

TO: Charles J. McCann
FROM: Ken Winkley *KW*
SUBJECT: 1977-79 Capital Budget Request

Attached is our Capital Budget Request for the 1977-79 Biennium. Since this is due to the Governor's office in its final form on August 15, 1976, I would appreciate your presenting it to the Board of Trustees at their July 20th meeting.

The final budget document will include both next biennium's request and a more comprehensive master plan projecting construction for the next six years. Only next biennium's request requires specific approval by the board.

The projects to be included in next biennium's request are:

- (1) College Recreation Center - Phase II - Gymnasium \$3,401,352

The College Recreation Center was planned for construction in three phases. Phase I of the project contains the major swimming facility, five handball/racquet ball court and a men's and women's exercise area, supported by shower and locker and other support areas. The first phase did not contain any high ceiling space for such activities as basketball, volley ball, badminton or gymnastics. The 1977-79 Capital Budget Request provides for the completion of Phase II of the College Recreation Center. The second phase will be in addition to the existing College Recreation Center and will provide the high ceiling space for basketball, volley ball, badminton and gymnastics as well as minimal expansion for a game room and an additional mat area.

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(2) Outdoor Recreation Field \$ 447,100

This project will consist of developing an open area to the east of Overhulse Road (vacated) and south of the modular housing complex that is cleared and was used as a spoil area during initial campus construction. This project will expand present limited outdoor recreation facilities and provide turf area and running paths. It is intended that part of the field will be lighted.

(3) Site Improvements - Overhulse Right of Way Restoration \$ 154,313

This project will provide for the filling and regrading of the vacated County right of way adjacent to the existing recreation field. It will permit a uniform transition to the land on the east side of the right of way and will provide additional turf area.

(4) Minor Remodeling - Library \$ 48,100

This project will complete previously "roughed in" areas in the Library Building media area to provide teaching darkrooms.

The four projects are listed in order of priority. The total of the requests, all to be made from the State General Fund, amounts to \$4,050,865.

The Office of Program Planning and Fiscal Management has also requested a six year master plan. In response to that we plan to include the following projects:

(1) College Activities Building - Phase II \$1,750,000

This project will consist of an addition to the south side of the College Activities Building to expand food service and bookstore facilities and provide additional student activities offices. This project will be funded with the student activities fees.

(2) Grounds Equipment Storage Shed and Office \$ 75,000

The storage shed will be an extension to an existing structure and is required to protect vehicles and other grounds equipment. A new office will be built to replace a temporary facility that is currently being used as the grounds office.

Charles McCann
1977-79 Capital Budget Request
Page Three

(3) Minor Remodeling and Improvements (\$50,000 each year)

Historically it has proven necessary that we provide a small amount of money for minor remodeling to accommodate program modifications and improvements. Therefore, the long range plan should provide for setting aside an amount of \$100,000 each biennium for the remodeling that we can expect to be required. These projects would be funded from the Capital Projects Account which derives its revenue source from the tuition portion of tuition and fees.

Detailed project description, justification, and costs are attached to this memorandum for the Board's review. Also, both Bob Strecker and I will be at the Board meeting to answer any questions the Board may have.

Kenneth M. Winkley
Business Manager

Enclosures:

cc: Bill Robinson
Bob Strecker
Dean Clabaugh

THE EVERGREEN STATE COLLEGE
CAPITAL BUDGET REQUEST

1977-79 BIENNIAL REQUEST

<u>Priority</u>	<u>Construction</u>	<u>Equipment</u>	<u>Total Cost</u>
1. College Recreation Center - Phase II	\$ 3,259,602	\$ 141,750	\$ 3,401,352
2. Outdoor Recreation Field	420,850	26,250	447,100
3. Site Improvements - Overhulse	154,313	-0-	154,313
4. Minor Remodeling	48,100	-0-	48,100
Totals 1977-1979	<u>\$ 3,882,865</u>	<u>\$ 168,000</u>	<u>\$ 4,050,865</u>

1979-83 Request

1. College Activities Building - Phase II	\$ 1,750,000
2. Grounds Equipment Storage Shed and Office	75,000
3. Minor Remodeling (\$50,000 per year)	200,000
Total 1979-83	<u>\$ 2,025,000</u>

PROJECT DESCRIPTION

College Recreation Center - Phase II 77-1

The College Recreation Center was planned for construction in three phases. Phase I of the project contains a major swimming facility, five handball/racketball courts and a men's and women's exercise area, supported by locker, shower, drying facilities and equipment issue and storage space. The first phase does not contain any high ceiling space for such activities as basketball, volleyball, badminton or gymnastics. Phase II of the College Recreation Center will provide (1) the high ceiling space for these activities, (2) other specialized spaces not included in Phase I and (3) minimal expansion of certain functions and activities provided in Phase I.

Activity areas and functions contained are:

Gymnasium - with 2 basketball courts or space for volleyball and badminton

Archery

Fencing

Martial Arts Area

Gymnastics

Game Room

Meeting Areas - 2 Rooms

Equipment Storage

Office Space

PROJECT JUSTIFICATION

Evergreen badly needs adequate facilities to foster the physical development of its students. Because its students are predominantly 18-24 year-old undergraduates, the College serves an age group in which vigorous physical activity is both desirable and essential for healthy growth and for that sense of physical well-being on which intellectual clearheadedness and emotional balance are in some significant degree dependent.

The recreational facility as planned at The Evergreen State College is conceived as an indoor center for the development of sports skills, year-round participation in activities conducive to health, the establishment of constructive leisure-time pursuits that can be engaged in or built upon throughout one's lifetime, and the linking of sheerly recreational enterprises to more intellectual goals. These goals include an enlarged understanding of the workings of the human body, of the relationship of leisure and recreation to work and the quality of life in contemporary society, and of the psychological place of participatory sports in the formation of personality and the enjoyment of living. The building is thought of, therefore, as (a) a means of meeting the developmental needs for physical activity of Evergreen's students, (b) an integral part of the College's educational apparatus, (c) a resource for cultivating the kind of institutional climate in which learning can thrive with the greatest enthusiasm and pleasure, and (d) an especially important supplement which will add immeasurably to the quality of life for Evergreen's non-white community.

The facility represents a resource for constructively engaging the energies of students (and staff/faculty members), thus lessening tendencies for these impulses to become diverted into less positive ways to or seek outlets in the already overcrowded resources of the Olympia area. The gymnasium space especially will provide recreational opportunities which are available on all other campuses and should be available to the Evergreen community as well.

PROJECT	Code (1)	Title (2)	Priority (3)	AGENCY	Code (4)	Title (5)	COMMENTS (7)	
	7	College Recreation Center, Gymnasium	77-1		376	The Evergreen State College		
BUDGET ESTIMATE (6)								
A. LAND COST							NA	
B. BUILDING COST								
1. CONSTRUCTION CONTRACTS								
a. SITE DEVELOPMENT							150,000	
b. BUILDINGS (LIST)							2,543,700	
c. OTHER CONTRACTS (IDENTIFY)							10,000	
SUBTOTAL							2,703,700	
d. STATE & LOCAL SALES TAX (%)							135,185	
SUBTOTAL							2,838,885	
e. CONSTRUCTION CONTINGENCY (%)							141,944	
TOTAL CONSTRUCTION CONTRACTS							2,980,829	
2. COST INCIDENTAL TO CONSTRUCTION								
a. PRIME A&E FEES							183,851	
b. OTHER COSTS							78,000	
TOTAL INCIDENTAL COSTS							261,851	
TOTAL BUILDING COSTS (1+2)							3,242,680	
C. EQUIPMENT COST								
1. EQUIPMENT							135,000	
2. STATE & LOCAL SALES TAX (%)							6,750	
TOTAL EQUIPMENT COSTS							141,750	
D. ART WORK (1/2 of 1% of B.+C.)							16,922	
TOTAL COST							\$ 3,401,352	
BUILDING STATISTICS (8)							BUILDING SCHEDULE (9)	
EST. UNIT COSTS							START	COMPLETION
1. NET ASSIGNABLE AREA	33,360	Sq. Ft.				PRELIMINARY DESIGN	7/1/77	9/1/77
2. EFFICIENCY	80%	%				DESIGN DEVELOPMENT	9/1/77	1/1/78
3. ENCLOSED GROSS AREA	41,700	Sq. Ft.				WORKING DRAWINGS	1/1/78	5/1/78
4. ADDITIONAL ADJUSTED AREA	NA	Sq. Ft.				BIDDING	5/1/78	6/1/78
5. GROSS SITE AREA	41,700	Sq. Ft.				CONSTRUCTION	6/1/78	10/1/78

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EXISTING WALK

130'-0"

20'

PHASE I
BASEMENT

GAME ROOM

PHASE II

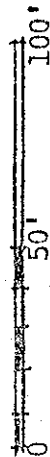
MAT ACTIVITIES

STAIR

STAIR

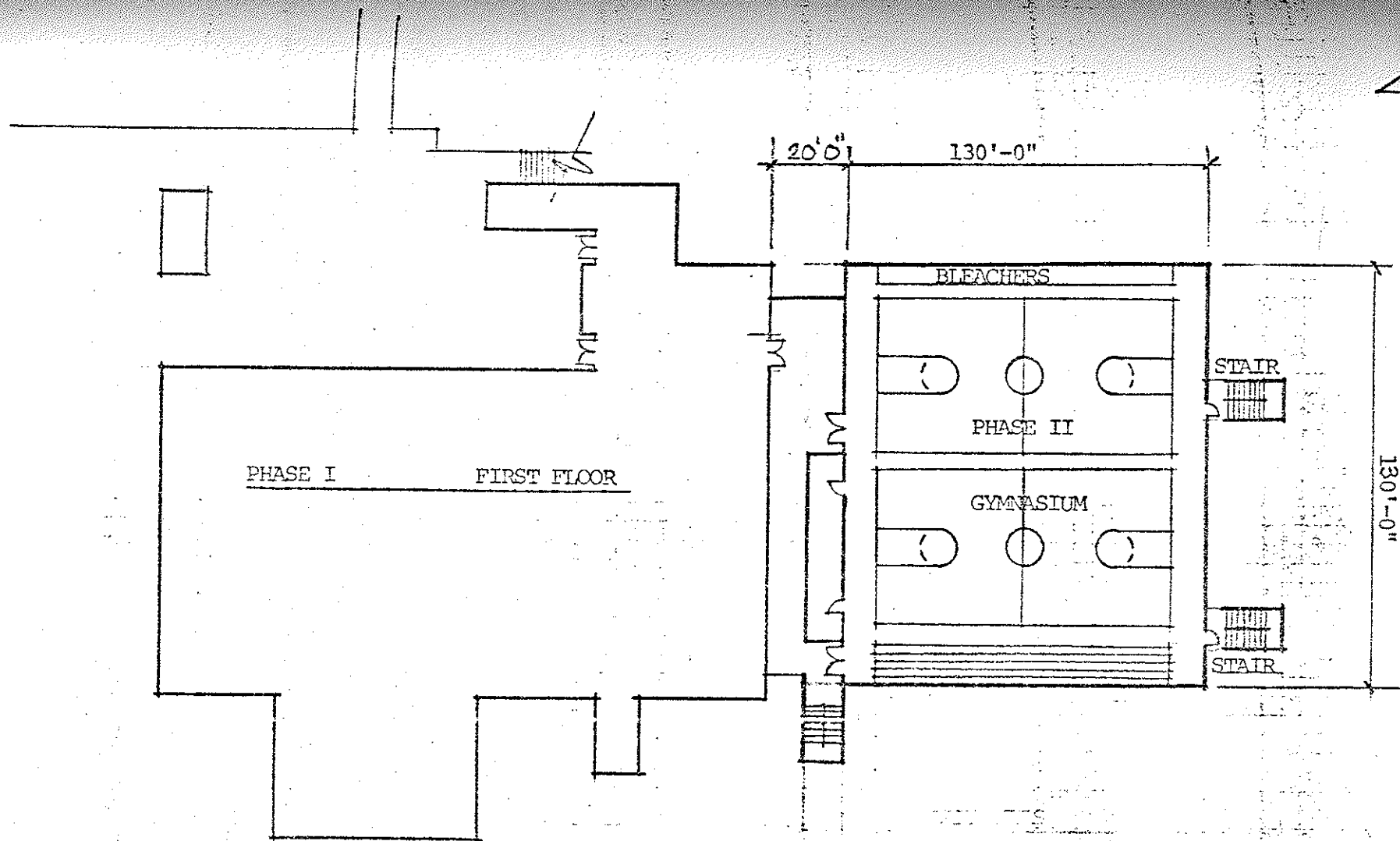
130'-0"

SCALE:



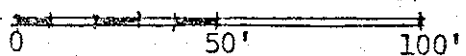
COLLEGE RECREATION CENTER
PHASE II GYMNASIUM

00088



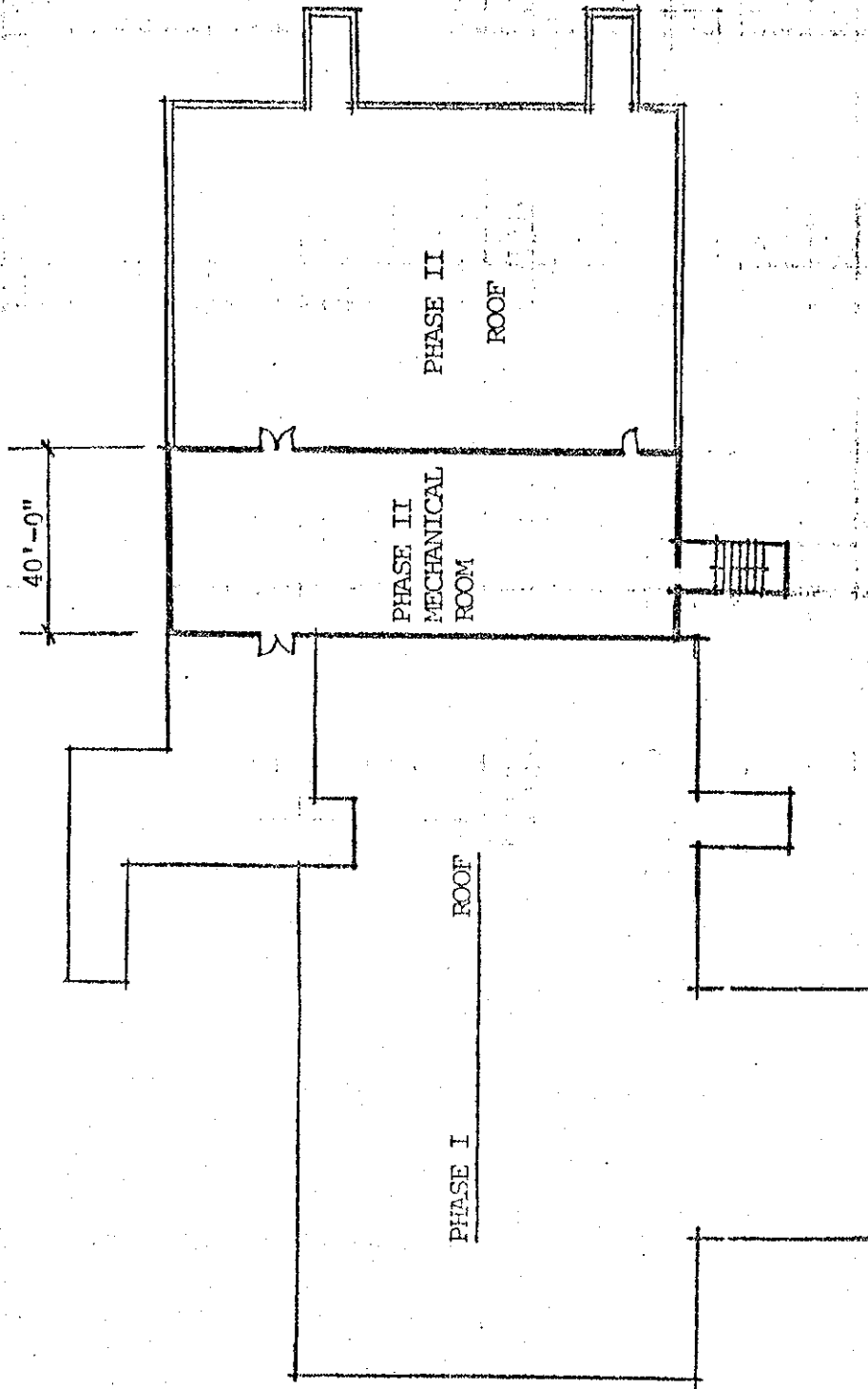
PHASE II COLLEGIATE SIZED COURTS WITH BLEACHERS RETRACTED

SCALE:



COLLEGE RECREATION CENTER
PHASE II GYMNASIUM

68000



SCALE:
0 50' 100'

COLLEGE RECREATION CENTER
PHASE II GYMNASIUM

PROJECT DESCRIPTION

Outdoor Recreation Field 77-2

This request will expand the very inadequate outdoor recreation facilities of the College. Included are expanded recreation fields and a running track and paths.

PROJECT JUSTIFICATION

Recreation Fields -

The capacity of the present recreation fields is approximately fifty participants at any one time. In general only one, or at the most, two activities can function at simultaneous times in the present area.

This restricted capacity does not begin to meet the needs of the initial enrollment of the College; therefore, it cannot possibly handle the numerous activities such as flag football, soccer, softball, rugby, and field hockey which will accompany an enrollment of approximately 4,000 students. Lighting a portion of these fields will greatly expand their usefulness.

Running Track and Paths -

Running and jogging have become a national outdoor recreation activity for those students, faculty members, and staff members who are interested in keeping physically fit. There are no current facilities at the College to accommodate this activity except county roads which present safety hazards. Jogging paths properly constructed through the forested areas will help preserve the natural ground covers.

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PROJECT	Code (1)	Title (2)	Priority (3)	AGENCY	Code (4)	Title (5)	COMMENTS (7)	
	10	Outdoor Recreation Field	77-2		376	The Evergreen State College		
BUDGET ESTIMATE (6)								
A. LAND COST							NA	
B. BUILDING COST								
1. CONSTRUCTION CONTRACTS								
a. SITE DEVELOPMENT							350,000	
b. BUILDINGS (LIST)							NA	
c. OTHER CONTRACTS (IDENTIFY)							NA	
SUBTOTAL							350,000	
d. STATE & LOCAL SALES TAX (%)							17,500	
SUBTOTAL							367,500	
e. CONSTRUCTION CONTINGENCY (%)							18,350	
TOTAL CONSTRUCTION CONTRACTS							385,850	
2. COST INCIDENTAL TO CONSTRUCTION								
a. PRIME A&E FEES							35,000	
b. OTHER COSTS							NA	
TOTAL INCIDENTAL COSTS							35,000	
TOTAL BUILDING COSTS (1+2)							420,850	
C. EQUIPMENT COST								
1. EQUIPMENT							25,000	
2. STATE & LOCAL SALES TAX (%)							1,250	
TOTAL EQUIPMENT COSTS							26,250	
D. ART WORK (1/2 of 1% of B. + C.)							NA	
TOTAL COST							\$ 447,100	
BUILDING STATISTICS (8)							BUILDING SCHEDULE (9)	
							EST. UNIT COSTS	
1. NET ASSIGNABLE AREA							NA	
2. EFFICIENCY							NA	
3. ENCLOSED GROSS AREA							NA	
4. ADDITIONAL ADJUSTED AREA							NA	
5. GROSS SITE AREA							NA	
							START	
							COMPLETION	
PRELIMINARY DESIGN							7/1/77	8/1/77
DESIGN DEVELOPMENT							8/1/77	9/1/77
WORKING DRAWINGS							9/1/77	2/1/78
BIDDING							3/1/78	4/1/78
CONSTRUCTION							4/1/78	10/1/78

PROJECT	Code (1) 10	Title (2) Site Improvements - Overhulse Right of Way Restoration	Priority (3) 77-3	AGENCY	Code (4) 376	Title (5) The Evergreen State College
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BUDGET ESTIMATE (6)				COMMENTS (7)	
A. LAND COST				NA	
B. BUILDING COST					
1. CONSTRUCTION CONTRACTS					
a. SITE DEVELOPMENT				125,000	
b. BUILDINGS (LIST)				NA	
c. OTHER CONTRACTS (IDENTIFY)				NA	
SUBTOTAL				125,000	
d. STATE & LOCAL SALES TAX (%)				6,250	
SUBTOTAL				131,250	
e. CONSTRUCTION CONTINGENCY (%)				6,563	
TOTAL CONSTRUCTION CONTRACTS				137,813	
2. COST INCIDENTAL TO CONSTRUCTION					
a. PRIME A&E FEES				12,500	
b. OTHER COSTS				4,000	
TOTAL INCIDENTAL COSTS				16,500	
TOTAL BUILDING COSTS (1+2)				154,313	
C. EQUIPMENT COST					
1. EQUIPMENT				NA	
2. STATE & LOCAL SALES TAX (%)				NA	
TOTAL EQUIPMENT COSTS				NA	
D. ART WORK (1/2 of 1% of B.+C.)				NA	
TOTAL COST				\$ 154,313	

BUILDING STATISTICS (8)				BUILDING SCHEDULE (9)		
		EST. UNIT COSTS				
1. NET ASSIGNABLE AREA	NA	Sq. Ft.		PRELIMINARY DESIGN	7/1/77	8/11/77
2. EFFICIENCY	NA	%		DESIGN DEVELOPMENT	8/1/77	9/1/77
3. ENCLOSED GROSS AREA	NA	Sq. Ft.	\$ NA	WORKING DRAWINGS	9/1/77	2/1/78
4. ADDITIONAL ADJUSTED AREA	NA	Sq. Ft.		BIDDING	3/1/78	4/1/78
5. GROSS SITE AREA	NA	Sq. Ft.		CONSTRUCTION	4/1/78	10/1/78

PROJECT DESCRIPTION

Site Improvements - Overhulse Right-of-Way 77-3

This request includes elevating and regrading an abandoned county road right-of-way. Also included in this project will be storm drainage for this area plus adjacent areas, raising manholes for all the utility lines now located in this corridor and landscaping.

PROJECT JUSTIFICATION

During the initial planning phases of the College it became evident that Overhulse Road, belonging to Thurston County which runs north and south through the College would have to be abandoned. The County agreed and the road was closed at the opening of the College. This abandoned roadway was designated as a corridor for all major utility lines entering the campus. The construction of these utility lines has left this area with poor storm drainage and an unsightly separation between the College's housing and recreation areas and the main campus complex.

PROJECT	Code (1)	Title (2)	Priority (3)	AGENCY	Code (4)	Title (5)	COMMENTS (7)	
	4	Minor Remodeling	77-4		376	The Evergreen State College		
BUDGET ESTIMATE (6)								
A. LAND COST							NA	
B. BUILDING COST								
1. CONSTRUCTION CONTRACTS								
a. SITE DEVELOPMENT							NA	
b. BUILDINGS (LIST)							NA	
c. OTHER CONTRACTS (IDENTIFY)							40,000	
SUBTOTAL							40,000	
d. STATE & LOCAL SALES TAX (%)							2,000	
SUBTOTAL							42,000	
e. CONSTRUCTION CONTINGENCY (%)							2,100	
TOTAL CONSTRUCTION CONTRACTS							44,100	
2. COST INCIDENTAL TO CONSTRUCTION								
a. PRIME A&E FEES							4,000	
b. OTHER COSTS							NA	
TOTAL INCIDENTAL COSTS							4,000	
TOTAL BUILDING COSTS (1+2)							48,100	
C. EQUIPMENT COST								
1. EQUIPMENT							NA	
2. STATE & LOCAL SALES TAX (%)							NA	
TOTAL EQUIPMENT COSTS							NA	
D. ART WORK (1/2 of 1% of B.+C.)							NA	
TOTAL COST							\$ 48,100	
BUILDING STATISTICS (8)							BUILDING SCHEDULE (9)	
EST. UNIT COSTS							START COMPLETION	
1. NET ASSIGNABLE AREASq. Ft.							PRELIMINARY DESIGN	
2. EFFICIENCY%							DESIGN DEVELOPMENT	
3. ENCLOSED GROSS AREASq. Ft.							WORKING DRAWINGS	
4. ADDITIONAL ADJUSTED AREASq. Ft.							BIDDING	
5. GROSS SITE AREASq. Ft.							CONSTRUCTION	

PROJECT DESCRIPTION

Minor Remodeling 77-4

When the Library Building was constructed several spaces in the media area were left unfinished. This request is to finish the "roughed in" areas for a teaching darkroom and to relocate the graphics function now occupying the space. Also included in this request are funds to resurface the television studio floor with level-smooth surface.

PROJECT JUSTIFICATION

The construction of teaching darkroom space has been kept to a bare minimum in all buildings with the anticipation that the "roughed in" areas in the Library Building would be completed when needed. Enrollment in academic programs requiring dark room space has increased to a saturation point. This space must be completed to accommodate both the coordinated studies programs as well as the contracted studies students.

The existing television studio floor is "too rough" for producing quality programs. This floor needs to have a special level-smooth finish placed over the existing concrete floor.

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 76-9

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
ENDORISING THE CREATION OF
THE EVERGREEN STATE COLLEGE FOUNDATION

BE IT RESOLVED, That this Board of Trustees recognizes the need and endorses the concept for the creation of a private foundation for the support of the goals and missions of The Evergreen State College; and

BE IT FURTHER RESOLVED, That this Board of Trustees directs the President to proceed with all haste to implement the establishment of The Evergreen State College Foundation.

Adopted by the Board of Trustees
July 20, 1976

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STATE ENVIRONMENTAL POLICY ACT

WAC 174-140-200 STATE ENVIRONMENTAL POLICY ACT COMPLIANCE.

It is the policy of The Evergreen State College that capital projects proposed to be developed by the college and other similar type activities shall be accomplished in compliance with chapter 43.21C RCW, the State Environmental Policy Act (SEPA) and in accordance with chapter 197-10 WAC, guidelines for State Environmental Policy Act implementation.

WAC 174-140-210 STATE ENVIRONMENTAL POLICY ACT

"RESPONSIBLE OFFICIAL." In compliance with chapter 197-10 WAC, the president of The Evergreen State College or an individual designated to act for and on behalf of him shall be the "responsible official" for carrying out this policy.

Chapter 174-162

STUDENT AFFAIRS—RELEASE OF STUDENT INFORMATION

WAC

- 174-162-010 General policy.
- 174-162-015 Definitions.
- 174-162-020 Disclosure to the student.
- 174-162-025 Requests and appeal procedures.
- 174-162-030 Release of personally-identifiable records.
- 174-162-035 College records.
- 174-162-040 Release of publicity information.
- 174-162-045 Notice of rights.
- 174-162-050 Withholding information.

WAC 174-162-010 GENERAL POLICY. The Evergreen State College must insure that information contained in student records is treated responsibly with due regard for its personal nature, and for the students' college's, and community's needs. The following guidelines implement this general policy and respond to the requirements of Public Law 93-380 (Family Educational Rights and Privacy Act of 1974).

WAC 174-162-015 DEFINITIONS. For the purposes of WAC 174-162-010 through 174-162-045, the following terms shall have the definitions shown:

(1) A "student" is any person who is or has been registered at Evergreen, with respect to whom Evergreen maintains educational records or other information personally-identifiable by name, identification number, or other names of recognition.

(2) The term "educational records" means those records, files, documents and other materials maintained by Evergreen which contain information directly related to the individual student.

(3) The term "directory information" means the student's name, address, telephone number, dates of attendance, date and place of birth, major field of study, participation in officially recognized activities and sports, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

WAC 174-162-020 DISCLOSURE TO THE STUDENT. (1) A student has the right to inspect, and request copies of his or her education records, except that a student is not entitled to access to:

(a) Records of instructional, supervisory and administrative personnel and educational personnel ancillary thereto which are in the sole possession of the maker thereof and which are not accessible or revealed to any other person except a person appointed to replace or assume responsibilities of the originator of the records;

(b) Records made and maintained in the normal course of business which relate exclusively to the person's capacity as an employee and are not available for any other purposes;

(c) Records on a student which are created or maintained by a physician, psychiatrist or other officially recognized professional or para-professional acting in his or her professional or para-professional capacity, and which are created, maintained or used only in connection with the provision of treatment to the student, and are not available to anyone other than persons providing such treatment: PROVIDED, HOWEVER, That such records can be personally reviewed by a physician or other appropriate professional of the student's choice;

(d) A parent's confidential financial statement unless the student's parent or guardian has granted permission for access in writing either on the statement or in a separate authorizing letter;

(e) Records or/and documents of the Security Office which are kept apart from educational records and which are maintained solely for law enforcement purposes and which are not made available to persons other than law enforcement officials of the same jurisdiction, if Security Office personnel do not have access to educational records under WAC 174-162-020 (1).

(2) Recommendations, evaluations or comments concerning a student, whether or not provided in confidence, either expressed or implied, as between the author and the recipient, shall nonetheless be made available to the student, except that:

(a) The student may specifically release his right to review where the information consists only of confidential recommendations respecting admission to any educational institution, or an application for employment, or receipt of an honor or honorary recognition, by submitting the release in writing to the Evergreen individual(s) or office(s) having custody of the particular record;

(b) A student's waiver of his or her right of access to confidential statements shall apply only if the student is, upon request, notified of the names of all persons making confidential statements concerning him or her, the dates of such confidential statements were provided; and such confidential statements are used solely for the purpose for which they were originally intended, and such waivers are not required as a condition for admission to, receipt of financial aid from, or receipt of any other services or benefits from Evergreen;

(c) Recommendations, evaluations or comments concerning a student that have been provided in confidence, either expressed or implied, as between the author and the recipient, prior to January 1, 1975, shall not be subject to release under this subsection: PROVIDED, HOWEVER, That upon request the student is notified of the names of the authors of all such confidential records, the dates appearing on such confidential records and the purpose for which each confidential record was provided. Such records shall remain confidential and shall be released only with the consent of the author. The student will initiate any request for release by direct contact with the author. Confidential information will then only be released to the student upon receipt of written consent of the author. Such records shall be used by the institution only for the purpose for which they were originally intended.

(3) Where requested records or data include information on more than one student, the student shall be entitled to receive or be informed of only that part of the record or data that pertains to that student.

(4) Charges for copies of education records shall not exceed \$1.00 per page.

(5) The Registrar is the official custodian of academic records and therefore is the only official who may issue a transcript of the student's official academic record or prepare other copies of the student's records on file in the Registrar's Office.

(6) Student education records may be destroyed in accordance with routine retention schedules. In no case will any record which is requested by a student for review in accordance with WAC 174-162-020 and WAC 174-162-025 be removed or destroyed prior to informing the student and, if requested, providing the student access.

(7) A student's right to inspecting and securing copies of his or her education records passes to the student's heir(s) upon his or her death.

WAC 174-162-025 REQUESTS AND APPEAL PROCEDURES. (1) A request by a student for review of information should be made in writing to the Evergreen individual(s) or office(s) having custody of the particular record. The individual(s) or office(s) having custody of the record requested shall require presentation of proper identification, including validation of identity by way of student's photo I.D. Card and/or signatures, from the requesting student.

(2) The individual(s) or office(s) must respond to a request for educational records within a reasonable period of time, but in no case more than 45 days after the request has been made. Those specific cases identified in WAC 174-162-020(1) are exempted from coverage under this section.

(3) After reviewing his or her records, a student may challenge the content of the records if the student believes them to be inaccurate, misleading or otherwise in violation of the privacy or other rights of the student. In such cases the student should contact the appropriate dean or director responsible for custody of the record. If a student has been unable to negotiate correction of or deletion of inaccurate, misleading or otherwise inappropriate data, he or she may pursue the grievance procedures in chapter 174-108 WAC and may place a written statement of rebuttal in his or her official records.

(4) Request for public records must be submitted in accordance with procedures outlined in chapter 174-108 WAC.

WAC 174-162-030 RELEASE OF PERSONALLY-IDENTIFIABLE RECORDS. (1) The College shall not permit access to or the release of education records or personally-identifiable information contained therein, other than "directory information," without the written consent of the student, to any party other than the following:

(a) Evergreen staff, faculty, and student employees when the information is specifically required for a legitimate educational interest within the performance of their assigned responsibilities to the college, with the understanding that its use will be strictly limited to the performance of those assigned responsibilities;

(b) Federal and state officials requiring access to educational records in connection with the audit and evaluation of a federally-or state-supported education program or in connection with the enforcement of the federal or state legal requirements which relate to such programs. In such cases the information required shall be protected by the federal or state official in a manner which will not permit the personal identification of students to other than those officials, and such personally-identifiable data shall be destroyed when no longer needed for such audit, evaluation or enforcement of legal requirements;

(c) Agencies or organizations requesting information specifically required as a part of a student's application for, or receipt of, financial aid, with the understanding that its use will be strictly limited to that purpose;

(d) Organizations conducting studies for or on behalf of the college for purposes of developing, validating or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of

students by persons other than representative of such organizations, and such information will be destroyed when no longer needed for the purpose for which it was provided;

(e) Accrediting organizations in order to carry out their accrediting functions, if such studies are conducted in such a manner as will not permit the personal identification of students by persons other than representatives of such organizations, and such information will be destroyed when no longer needed for the purpose for which it was provided;

(f) Any person or entity designated by judicial order or lawfully-issued subpoena, upon condition that the student is notified of all such orders or subpoenas in advance of compliance therewith. Any college individual(s) or office(s) receiving a subpoena or judicial order for educational records should also immediately notify the Assistant Attorney General assigned to Evergreen;

(g) A collection agency under contract to Evergreen when necessary to collect past due accounts the student owes to Evergreen upon the condition that the student is forwarded a notice at least ten days in advance of the date the account is transferred.

(2) Where the consent of a student is obtained for the issuance of education records, it shall be in writing, signed and dated by the student giving the release, and the names of the parties to whom such records will be released, and may include the reasons for such release, except that transcripts may be issued to other colleges or universities for admission as a result of telephone requests from the student.

(3) In cases where records are made available without student release as permitted by WAC 174-162-030(1)(b), (c), (d), (e), (f), and (g), the appropriate Evergreen official shall maintain a record, which will be made available to the student upon request kept with the education record, which will indicate the parties which have requested or obtained access to a student's records maintained by the college and which will indicate the legitimate interest of the investigating party. Releases in accordance with WAC 174-162-030(1)(a) need not be recorded.

(4) Personally-identifiable education records released to third parties, with or without student consent, shall be accompanied by a written statement indicating that the information cannot be subsequently released in a personally-identifiable form to any other parties without obtaining consent of the student.

(5) Students may request that the college not release directory information by written notice to the Registrar.

(6) Information from education records may be released to appropriate persons in connection with an emergency if the knowledge of such information is clearly necessary to protect the health or safety of a student or other person(s).

(7) Student information in computer files may be released only by the Evergreen individual or office which maintains the respective files.

WAC 174-162-035 COLLEGE RECORDS. (1) All Evergreen individual(s) or office(s) which have custody of education records will develop implementation procedures in accordance with WAC 174-162-010 through 174-162-045.

(2) Disciplinary records shall be kept separate and apart from academic records, and transcripts of a student's academic record shall contain no notation of any disciplinary action. Special precautions shall be exercised to insure that information from disciplinary or counseling files is not revealed to unauthorized persons. Provisions shall be made for periodic review and routine destruction of inactive disciplinary records by offices maintaining such records.

WAC 174-162-040 RELEASE OF PUBLICITY INFORMATION. The College Relations Officer of the College may refer to "Directory Information" concerning the availability of information which may be released generally concerning enrolled students. Students may request that the College not release publicity information by written notice to the College Relations Office.

WAC 174-162-045 NOTICE OF RIGHTS. In accordance with the requirements of the federal statute, the college through the office of the Dean of Enrollment Services will annually notify all enrolled students of their rights under WAC 174-162-010 through 174-162-045 to include:

(1) The types of educational records and information contained therein which are directly related to students and maintained by the institution.

(2) The name and position of the official responsible for the maintenance of each type of record, the persons who have access to those records, and the purposes for which they have access.

WAC 174-162-050 WITHHOLDING INFORMATION. There may be conditions such as unmet financial obligations, violations of non-academic regulations, etc., under which the college will withhold credit reports, transcripts, certifications, or other information about a student.

SALARY RECOMMENDATIONS FOR EXEMPT ADMINISTRATORS

Name	Position	Present Salary		Present Range	Present Salary	Merit Recommended Step	Recommended Salary
		(Month)	(Year)		+ 4%		
Aikin, John	Dir, Computer Services	1870	22,440	13 B	1945	13 C	23,880
Allen, Walker	Registrar	1785	21,420	10 M	1855	--	22,260
Atwood, Kay	Dir, Financial Aid	1435	17,220	10 B	1490	10 C	18,360
Carnahan, David	Assoc Dean Library Services	1785	21,420	10 M	1855	10 N	22,800
Clabaugh, Dean	Admin Vice President	2635	31,620	16 E	2740	16 F	33,480
Doerksen, Arnold	Dir, General Services	1490	17,880	9 H	1550	10 D*	18,720
Bridge, Lester	Assistant to President	1775	21,300	11 H	1845	11 I	22,560
ney, Suzanne	Dir, Development	1830	21,960	12 E	1905	--	22,860
Grace, Rita	Admin Assnt to President	1160	13,920	7 D	1205	7 E	14,700
Hayes, Michelle	Career Counseling Spec	1175	14,100	8 A	1220	--	14,640
Hom, George	Coord, Counseling Services	1705	20,460	11 F	1775	--	21,300
Jones, Rindetta	Affirmative Action Officer	1515	18,180	9 I	1575	--	18,900
Kormondy, Edward	Vice President and Provost	2813	33,756	16 H	2910	16 I	35,640
Krones, Jeanette	Admin Sec to Provost	980	11,760	5 D	1020	5 E	12,480
Lewis, Mary Ellen	Admissions Counselor	1045	12,540	6 C	1085	--	13,020
Main, Faulene	Senior Coordinator (& temp acting Dir, Coop Ed)	1080	12,960	7 A	1125	--	13,500
Martin, Gail	Coord of Placement	1280	15,360	8 E	1330	8 G	16,680
Matheny-White, Pat	Head of Cataloging	1335	16,020	8 G		10 A**	17,460
McCarty, Doris	Bookstore Manager	1420	17,040	8 J	1475	8 K	18,000
Moorehead, Mary	Coord of Academic Information	785	9,420	2 E	815	2 F	9,960
Moss, John	Dir, Pers/Aux Services	1625	19,500	10 H	1690	--	20,280
Motley, Frank	Head of Reference Services	1335	16,020	8 G	1390	--	16,680
Nichols, Richard	Dir, Information Services	1545	18,540	9 J	1605	9 K	19,680
Peterson, David	Campus Physician 1/2 time	1117	13,404	14 F	1163	--	13,950
Reid, Doris	Admin Sec to Admin Vice Pres	870	10,440	3 F	905	3 H	11,280
Rickerson, George	Cataloging Librarian	1235	14,820	7 G	1285	--	15,420
Robinson, William	Budget Officer	1370	16,440	9 D	1425	9 E	17,460
Smith, McDonald	Security Chief	1230	14,760	8 C	1280	8 D	15,660
Smith, Susan	Coord of User Services	1500	18,000	10 D	1560	--	18,720
Steilberg, Pete	Dir, Rec & Campus Activities	1545	18,540	9 J	1605	9 K	19,680
Stenberg, Larry	Dean, Enrollment Services	2080	24,960	13 G	2165	13 I	27,000
Ison, Malcolm	Head of Acquisitions	1550	18,600	8 O	1610	--	19,320
Snillinger, Jerry	Dir, Facilities	2335	28,020	13 M	2430	--	29,160
Thomas, Ernest	Dir, Third World Coalition	1255	15,060	8 D	1305	8 E	15,960
Thomas, Laura	Financial Aid Counselor	1080	12,960	7 A	1125	--	13,500
Winkley, Ken	Business Manager	2125	25,500	13 H	2210	13 J	27,600
McCann, Charles	President	3445	41,340	18 I	3655	18 J	43,860

*To range 10, step D, per Board of Trustees "grandfathering" direction

**Position reclassified

Approved by the Board of Trustees July 20, 1976