

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

Wednesday, July 20, 1977
The Evergreen State College Campus
Daniel J. Evans Library. Room 3112

Trustees Present: Herbert D. Hadley
Halvor M. Halvorson
Janet P. Holmes

Staff Present: Judy Annis, Director of College Relations
Robert Barnard, Member of the Faculty
Dave Carnahan, Associate Dean of Library Services
Dean Clabaugh, Administrative Vice President
Les Eldridge, Assistant to the President
Rose Elway, Chief Accountant
Daniel Evans, President
Lynn Garner, Assistant Director of Campus Activities
Rita Grace, Recording Secretary
Ken Jacob, Housing Officer
Rindy Jones, Affirmative Action Officer
Edward Kormondy, Vice President and Provost
Willie Parson, Academic Dean
Bill Robinson, Budget Officer
Pete Steilberg, Director of Recreation and Campus Activities
Larry Stenberg, Dean of Enrollment Services
Robert Strecker, Director of Facilities
Rick Tessandore, Recreation Center Supervisor
Stone Thomas, Director of Third World Coalition
Dan Weiss, Assistant Director of Facilities (temporary)
Ken Winkley, Business Manager
See permanent roster for others attending

Others Present: Karrie Jacobs, Editor, Cooper Point Journal
Ed Michelson, KGY Radio
Richard Montecucco, Assistant Attorney General
Alice Watts, The Daily Olympian
See permanent roster for others attending

APPROVAL OF MINUTES - Action

Motion 77-26 Mr. Halvorson moved approval of the minutes of the June 22, 1977 meeting as submitted. Seconded by Mrs. Holmes and passed.

PRESIDENT'S REPORT - Discussion

President Evans discussed his experience as a module resident, budget issues, his invitations to talk at Rotary and other groups about Evergreen and how the college can be of service to the community, enrollment, and his plans to present some element of Evergreen activity as a regular part of the President's Report. Faculty member Robert Barnard and former student and now staff member Pat Barber exhibited a film made for the Seattle Art Museum and discussed film making at Evergreen.

HOUSING REPAIR AND REPLACEMENT RESERVES UTILIZATION - Action

Recommendation for 1976-77 and 1977-78 expenditures for housing repairs and replacements had been made at the June 22 meeting and was presented for formal approval at this meeting.

Motion
77-27

Mrs. Holmes moved approval of the expenditure of \$69,000 from housing repair and replacement reserves for the following 1976-77 and 1977-78 housing repairs and replacements:

1) 1976-77:

Exterior painting of all Modular housing units, maintenance costs on the fire alarm system, a new heat wheel in Building "A", rekeying, replacement of the carpet shampooer, and smaller projects relating to maintenance, repair and replacement of refrigerators, stoves, vacuum cleaners, windows and mattresses \$15,000

2) 1977-78:

- a) General painting and maintenance 20,000
- b) Replacement of carpet with tile in kitchen areas of Buildings A, B, C and D 7,000
- c) Recovering furniture in public areas 1,500
- d) Replace Modular unit draperies 6,000
- e) Remodeling 2nd and 3rd floor area of "A" Building to create small social area and improved kitchen area for an "eating co-op" 20,000

Seconded by Mr. Halvorson and passed.

PROFESSIONAL LEAVES POLICY FOR FACULTY - Action

Mr. Kormondy briefly reviewed the faculty professional leaves policy presented originally at the June 22 meeting and responded to questions. Recommendation for approval came with the support of the staff and president.

Motion
77-28

Mr. Halvorson moved approval of the amendment of EAC 174-112-780 through -840, relating to professional leaves policy for faculty, to read per the attached. Seconded by Mrs. Holmes and passed.

STAFF PROFESSIONAL DEVELOPMENT PROGRAM - Action

The staff professional development program presented originally at the June 22 meeting was reviewed, and questions answered. The program, an expansion, to include classified staff with a revised method of funding, of a pre-existing faculty professional leaves policy component, came with the support of the staff and president.

Motion
77-29

Mr. Halvorson moved approval of a new administrative code policy, EAC 174-112-900 through -940, relating to a staff professional development program, to read per the attached. Seconded by Mrs. Holmes and passed.

STRIKE CONTINGENCY - Progress Report

Les Eldridge reported on activities following adoption of Resolution No. 77-3 (adopted June 22) delegating powers and duties in the event of an employees' strike. President Evans informed Trustees that a revised policy will be presented after community input from faculty and students -- probably in October. Carol Olexa suggested a formal debate regarding the issues, and offered to help organize it.

TUITION AND FEES SCHEDULE FOR 1977-78 - Action

Mr. Clabaugh recommended adoption of a 1977-78 tuition and fees schedule to conform to legislative mandate; the schedule includes a new late fee and reduced rates for faculty and staff taking 1 or 2 units.

Motion
77-30

Mr. Halvorson moved adoption of the attached tuition and fees schedule to take effect fall quarter, 1977 (footnote (1) applies only to veterans enrolled prior to fall quarter, 1977). Seconded by Mrs. Holmes and passed.

RECESS

The Board recessed for lunch at 12:05 PM and reconvened at 1:45 PM.

1977-78 INTERNAL BUDGET ALLOCATIONS - Action

After a detailed review of programs 010-090 (state general fund supported programs), reports from Ken Jacob on housing and food service and from Denis Snyder on the bookstore and conferences, and review and questions related to other programs, the staff recommended approval of 1977-78 budget allocations.

Motion
77-31

Mrs. Holmes moved approval of internal budget allocations for 1977-78 totaling \$8,631,440 in programs 01 through 09; \$854,082 for program 10; (\$1,095) for program 15; \$1,425,030 for program 16; \$1,257,193 for program 17; and \$8,000 for program 30 per the attached. Seconded by Mr. Halvorson and passed.

Details of the services and activities budgets will be presented at the next meeting for further review.

FIRE PROTECTION CONTRACT - Action

The staff recommended approval of a renewal contract with the McLane District for campus fire protection services.

Motion
77-32

Mr. Halvorson moved approval of the attached contract between The Evergreen State College and Thurston County Fire District No. 9 for fire protection services for the 1977-79 biennium; and authorization for the chairman of the Board of Trustees to sign. Seconded by Mrs. Holmes and passed.

SALARIES: AMENDMENTS TO EXEMPT STAFF AND FACULTY SALARY POLICIES AND SALARY ADJUSTMENTS - Action

Ed Kormondy and Dean Clabaugh reviewed suggested actions for the Board regarding the assignment of positions to ranges; the revised salary grid; treatment of individual exempt administrators; and the revised grid for faculty salaries.

Motion
77-33

Mrs. Holmes moved adoption, effective July 1, 1977, of a revised exempt salary grid for EAC 174-112-660 (attached). Seconded by Mr. Halvorson and passed.

Motion
77-34

Mr. Halvorson moved approval of amendments to the list of exempt administrators by range in EAC 174-112-660 to add:

<u>Position</u>	<u>New Range</u>
Academic Dean A	14
Academic Dean B	14
Housing Director	10
Administrative Secretary to the Vice Presidents	6

and to change the following:

<u>Position</u>	<u>Old Range</u>	<u>New Range</u>
Director, Cooperative Education	11	10
Coordinator, External Credit	6	7
Coordinator, Veterans Services	6	7

Seconded by Mrs. Holmes and passed.

Motion
77-35

Mr. Halvorson moved the adoption of a revised grid for faculty salaries in EAC 174-115-560(2) as follows:

Step A	0 - 3 years	\$12,940
Step B	4 - 6 years	13,550
Step C	7 - 9 years	16,060
Step D	10 - 13 years	18,510
Step E	14 - 19 years	21,030
Step F	20 - 26 years	23,530
Step G	27+ years	25,870

Seconded by Mrs. Holmes and passed.

EXECUTIVE SESSION

The Trustees went into executive session to discuss salaries at 3:35 PM and reconvened the special meeting at 3:45 PM.

00198

SALARIES - Continued

Motion
77-36

Mr. Halvorson moved approval of new monthly salaries for individual exempt administrators, effective July 1, 1977, per the attached. Seconded by Mrs. Holmes and passed.

ADMINISTRATIVE VICE PRESIDENT TABLE OF ORGANIZATION - Action

Mr. Clabaugh, with President Evans' concurrence, recommended changes in reporting lines in his areas of responsibility.

Motion
77-37

Mrs. Holmes moved adoption of attached Resolution No. 77-4, entitled "Resolution of the Board of Trustees of The Evergreen State College Providing for the College's Organizational Table and the Method for Its Change," providing for realignment in the Administrative Vice President's area. Seconded by Mr. Halvorson and passed.

RESOLUTION HONORING RAYMOND MEREDITH - Action

Motion
77-38

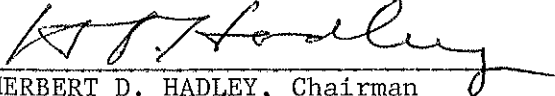
Mr. Halvorson moved adoption of Resolution No. 77-5, entitled "Resolution of the Board of Trustees of The Evergreen State College Expressing Gratitude and Best Wishes to Raymond Meredith upon his Retirement from the Board." Seconded by Mrs. Holmes and passed.

The staff will have this resolution calligraphied and framed prior to presentation to Mr. Meredith.

DATE OF NEXT MEETING AND ADJOURNMENT

The date of the next meeting was set for Thursday, September 29, with a tentative hold on August 11 should enrollment issues warrant an earlier meeting.

The meeting was adjourned at 3:57 PM.


HERBERT D. HADLEY, Chairman


ROBERT J. FLOWERS, Secretary

/rg

Attachments - 9

00199

Professional Leaves Policy for Faculty and Exempt Staff

EAC 174-112-780 Introduction

The Evergreen State College has a strong commitment to the teaching of undergraduate students. This commitment includes the exploration of new and innovative ways to make this teaching more effective and meaningful. Such a goal makes heavy demands on the faculty and staff of the institution. The Faculty Handbook lists the considerations involved in determining the suitability of faculty for continued service. These include ability to teach through seminar leadership, ability to direct contracted studies and field programs, continued scholarly development, and administrative service to the institutions and others. ~~A recent memorandum from the Provost directs that as a matter of policy~~ each faculty. ~~As a matter of college policy,~~ members will normally devote at least one-third of ~~a three-year contract~~ their time to an area(s) beyond his or her their specialty. The ~~current policy of~~ creation of new Coordinated Studies academic programs and teaching teams each year makes further demands on both faculty and administrators. ~~Staff personnel have an increased responsibility and demand on their time because of the goals of the college. It is desirable that they be abreast of developments in their particular fields and that they have an awareness of what is going on in closely related fields. In addition, it is highly desirable that subordinates be given the opportunity to gain experience in positions of higher responsibility.~~

It is obvious that meeting or attempting to meet the requirements these expectations outlined above in the normal day-to-day pressure of work at the college is difficult. ~~A program which would~~ The Professional Leaves Policy allows faculty and staff to take time off from their normal duties to pursue development and improvement in the many ways expected of them, ~~would have, and thus has~~ obvious benefit to both the institution and the individual. ~~Such a program would have~~ It has as its main objective professional development of the individual and continued improvement in the educational services offered to the students. Specific objectives would include:

- (1) Allowing faculty ~~and staff~~ to update their knowledge in their professional fields and to advance their knowledge through research and study.
- (2) Allowing faculty ~~and staff~~ to develop skills and knowledge in areas other than their "own" professional area.
- (3) Allowing faculty ~~and staff~~ to increase competence in administrative, research, teaching, and creative skills.
- (4) Allowing faculty ~~and staff~~ to acquire background, and information and materials for new teaching programs.

(1) -- Faculty

- (a1) All personnel designated "Member of the Faculty" will be eligible for paid professional leave provided an application is presented that meets all other requirements regarding leave qualifications.
- (d2) ~~For each quarter of leave taken there must be two academic years of service to the institution.~~ Eligibility for paid Professional Leave will accrue at the rate of one quarter per two years of full time service to the institution.
- (b3) ~~Professional leave will be granted for~~ Persons are entitled to take up to a maximum of one academic year three quarters of paid leave in any seven-year period. The seven-year period will be computed from the year of initial full-time appointment. An academic year begins with the fall quarter and ends with spring quarter. Persons taking fewer quarters than accrued shall retain eligibility for the remaining quarter(s) accrued.
- (#4) Members of the faculty serving ~~Part-time faculty members or those with part-time service in the~~ a seven-year period will have the amount of leave they are eligible to take prorated to reflect the proportionate amount of time of service to the institution. In no case may a period of leave be less than one quarter.
- (e) ~~A maximum of one academic year of professional leave may be taken at a time. One, two, or three quarters leave may be taken at a time. If less than three quarters is taken, the remaining quarter(s) may be taken within the remainder of the seven-year period.~~
- (e5) In computing years of service, periods of sick leave are not disqualifying. One year of leave without pay for research or work of a creative nature or to take a professionally related position will count (provided that year also counts as part of the three-year contract and is evaluated as such).
- (6) Professional leave normally will not be granted for the sole purpose of completing advanced degree requirements.
- (g7) ~~No more than an average of 3.5 percent of the faculty may be absent~~ The number of persons on professional leave at any one time shall not exceed the limitations in Substitute HB 662, 1977, Section 1(5).
- (h8) ~~Ordinarily, professional leave will not be granted to individuals who, upon return from professional leave will have less than three years of service to the institution prior to retirement.~~ If it is to the advantage or benefits of the college that an individual not be absent during a certain time period because of his/her particular skills, abilities or responsibilities, it is incumbent upon that individual to plan his/her leave activities around that time period. A period of service following a professional leave will be required upon return from leave, the period of service being equal to the duration of the leave. Upon accepting a Professional Leave the staff member agrees to such service. Any failure to serve shall require prorata repayment of the monetary value of the

educational leave benefit, except when circumstances such as death, disability and other severe hardships preclude repayment. Other qualifying severe hardships shall be determined by the Faculty Professional Leaves Committee.

- (19) ~~It is expected that there will usually be more faculty wanting leave than can be granted. The purpose of paid leave is the improvement of a faculty member's abilities as a teacher and scholar at Evergreen. The highest priorities will be placed on those applications which promise the greatest improvement in the faculty member's abilities.~~

~~In teaching, areas of improvement might include developing curricular plans, counseling students, developing interdisciplinary competence, or working with seminar groups. In scholarship, leaves might be appropriate for renewing acquaintance with a specialized field, for full-time research or creative work, or for full-time engagement with government agencies or other bodies. Evergreen's emphasis on interdisciplinary programs and close contact with students may make continuing scholarly authority the biggest problem for most faculty members, so that many leaves will be devoted to research or creative work. However, this is by no means the only legitimate activity for a paid leave, in some cases it may not even be appropriate.~~

~~Paid leaves should not usually be granted for a faculty member to do more of something he already is doing well. Instead leaves should be used for filling gaps and strengthening weak points. Professional leave normally will not be granted for the purpose of completing advance degree requirements. Professional leaves must be taken within the time period for which it is granted. If this is not possible, the faculty members must reapply.~~

(2) ~~Administrators and Staff~~

(a) ~~All personnel designated "exempt staff" will be eligible for paid professional leave provided an application is presented that meets all other requirements regarding leave qualification.~~

(b) ~~Professional leave will be granted for a maximum of one year in any seven-year period. The seven-year period will be computed from the date of initial full-time appointment. In computing years of service, periods of sick leave will count.~~

(c) ~~The minimum length of any one leave will be one week, the maximum will be one year. Leave time must be accumulated at the rate of two months per year of service before leave may be granted.~~

(d) Exempt staff who work on an academic year (9 months) will be eligible for leave as such for faculty in LAC 174-112-790 (1) (5).

(e) Part-time staff or those with part-time service in the seven-year period will have the amount of leave they are eligible to take pro-rated to reflect the proportionate amount of time of service to the institution.

(f) Absences of exempt staff on paid professional leave will not exceed an average of 3.5 percent for the academic year beginning on September 15.

(g) Ordinarily, professional leave will not be granted to individuals who, upon return from professional leave, will have less than three years of service to the institution prior to retirement.

(h) Leave will be granted to exempt staff for the purpose of increasing knowledge and skills in the areas in which they are working. Research, developing knowledge and skills in other areas of college operations, particularly teaching, refresher work in one's own field, and work on higher degrees are all valid reasons for taking professional leave. If there are more applications than can be granted, the highest priority will be placed on those which promise the greatest improvement in the individual's abilities and which will be of the most benefit to the college. Personnel will be encouraged to utilize short leave periods to attend such activities as workshops, short courses and conferences.

(3) Responsibility:

(a) Absence on professional leave shall not result in additional burden to the institution. Individuals, whether faculty or staff, shall insure that their duties and responsibilities within the college are covered. It will not be the responsibility of the college to initiate planning for this coverage, but all assistance will be given to help make possible an absence for the purpose of professional leave. If it is to the advantage or benefit of the college that an individual not be absent during a certain time period because of his particular skills, abilities, or responsibilities, it is incumbent upon that individual to plan his leave activities around that time period.

(b) A period of service following a professional leave will be required upon return from leave, the period of service being commensurate with the duration of the leave.

EAC 174-112-800 Application

- (a1) Applications from members of the faculty for paid professional leave must be submitted by the end last day of classes of fall quarter of the academic year preceding the academic year in which leave is to be taken.
- (d2) Applications will be submitted/^{to}and evaluated by the Professional Leaves Committee and recommendations shall be made by the Committee to the Academic Vice President. Evaluation will be based on criteria specified in EAC 172-112-799 810 ~~(1)~~ ~~(1)~~
- (b3) Applications should be submitted in the form of a letter that includes at least the following information:
 - (ia) Statement of ^{the}proposed activity.
 - (ib) Purpose and scope of the activity.
 - (ic) Benefits expected from the activity in the light of the faculty member's strengths and weaknesses.
 - (id) Detailed plans for carrying out the activity
 - (ie) Evidence of support for the proposed activity including letters from other institutions (if carried out at another institution).
 - (if) Dates and length of leave requested.
 - (ig) Time, if any, to be devoted to another activity or project.
 - (ih) A statement of how the proposed absence might affect the academic program and what is being planned to cover the individual's absence.
 - (ix) Remuneration, if any, from another source.
- (e4) The individual's up-to-date portfolio will be a part of the application.
- (5) The application should be accompanied by two letters of evaluation (see 810 (2) (a) below).
- (6) President, Vice President and Deans
 - (a) The President and Vice Presidents will apply for leave under EAC 174-112-900 Staff Professional Development Program.
 - (b) Deans holding faculty status shall apply and shall be considered for leave as regular members of the faculty.
 - (c) Application requirements, time of submission, and the criteria used for evaluating applications for professional leaves by Deans will be as in EAC 174-112-800 and 810.

~~(2)--Staff-and-Administrators-~~

- ~~(a)--Applications-from-staff-and-administrative-personnel-must be-submitted-a-minimum-of-six-months-in-advance-of-the-date the-leave-is-to-begin-~~

(b) Applications should be submitted in the form of a letter that describes the proposed activity and should indicate the benefits accruing to both the individual and the college. Endorsement (in the form of a letter) by the individual's immediate supervisor will usually be required for anyone below the level of dean or director. The endorsement should consider both the value of the proposed activity and the provisions made to cover the individual's position during his absence. The letter of application will follow the general format indicated for faculty leave applications in EAG-174-112-800-(1)-(b). The individual's portfolio will be a part of the application.

(c) Applications will be submitted to and evaluated by the Professional Leaves Committee and recommendations made to the respective Vice President. Evaluations will be based on criteria specified in EAG-174-112-790-(2)-(h).

(3) President and Vice Presidents:

(a) The President and Vice Presidents will submit their applications for professional leave to the Professional Leaves Committee. The Committee will make recommendations to the President in the case of the Vice Presidents; and to the Board of Trustees in the case of the President. In the case of the President and the Vice Presidents the Board of Trustees will approve leaves.

(b) Application requirements, time of submission, and the criteria used for evaluating applications will be as in EAG-174-112-800-(2):

(4) Professional Leaves Committee. The Professional Leaves Committee will be a standing, rotating committee composed of eight members: four faculty, two staff, and two students. Each member will serve two years. Each year, two faculty, one staff, and one student will be replaced by new members. In the first year of operation of the Committee, two faculty, one staff, and one student shall receive one-year terms. Faculty members will be chosen by the Academic Vice President; staff members by the Administrative and Academic Vice President; and, in the initial year, each shall choose one student. In subsequent years, the two vice presidents shall alternate in the selection of the staff member and the student member.

The Committee shall begin each year of operation at the start of the fall quarter, and end at the end of summer quarter. It shall meet at the beginning of winter quarter to consider faculty and staff applications for leave, and at the start of spring, summer, and fall quarters to consider staff applications for leave and to deal with any other business at hand. In addition, it shall meet at any other time it deems necessary.

- (1) General considerations. It is expected that there will normally be more faculty wanting leaves than can be granted. The purpose of paid leave is to improve the faculty member's abilities as a teacher and scholar and to enhance the college's teaching resources and curricular offerings. Specific proposals may address a number of objectives. Some proposals may involve development of a curricular plan or a program offering for the college. Others may deal with the development of an individual's professional competence. These might involve research, creative work, or full-time engagement with public or private organizations.

Evergreen's emphasis on interdisciplinary programs and on close contact with students tends to make continuing scholarly authority the biggest problem for most faculty members, so that many leaves will be devoted to scholarship; however, this is by no means the only legitimate activity for a paid leave, and in some cases it may not even be appropriate. For some faculty it may be important to devote a leave to updating or expanding their knowledge of their own field or specialty. For others there may be a need to study in a field which provides interdisciplinary competence. These several objectives will be viewed as equally meritorious.

In order that a higher number of faculty may obtain leaves, leaves of one and two quarters duration shall be regarded as normal. Applications for three quarters at full pay should be exceptional and shall require full written justification.

- (2) Criteria: Beyond the general considerations stated above, the following criteria will be used as guidelines by the Committee in its evaluation of requests. Although items 2a and 2b will naturally carry a proportionally larger weight in granting leave requests, no priorities are implied by the order of presentation of the criteria. Therefore, judgment by the Committee on any given leave request will be cumulative with respect to all the criteria stated.

- (a) Thoroughness of proposal, merit of proposed activities, and the extent to which these activities will improve the faculty member's professional competence in scholarship at The Evergreen State College.

Supporting documentation: Letters from two persons (either members of the Evergreen community or others) who are best able to evaluate the proposal with respect to the stated criteria.

- (b) Extent of the apparent benefits of the proposed activities to The Evergreen State College's curricular offerings, academic resources, or administrative services.
- (c) Realism of proposed activities from such standpoints as adequate funding, allotted time, and outside institutional support.
- (d) Extent to which the proposed activities are critical to the specific time period proposed due to such things as one-time outside funding, preparation for an up-coming Evergreen program, coincidence with an opportunity to collaborate with another person, etc.

(e) Extent of the affect of the faculty member's absence on curricular offerings and staffing levels

(f) Nature and extent of the faculty member's past service to The Evergreen State College as evidenced by the applicant's portfolio.

EAC 174-112-810 820 Compensation and Status

- (1) The remuneration from state general funds and general local funds for any such leave granted for any academic year shall not exceed the average of the highest quartile of a rank order of salaries of all full time teaching faculty holding academic year contracts or appointments at the institution.

Compensation while on professional leave will be at full salary, including college contributions to medical insurance and retirement programs. ~~Compensation will be the same regardless of the length of leave granted.~~

- (2) In the case of an individual receiving additional compensation for any part of the leave period (foundation or fellowship grants, salary, etc.) the college compensation will normally be reduced, if necessary, so that total compensation for the leave period will not exceed 100 percent of the individual's current salary. Funds received specifically for travel, equipment, secretarial services, or supplies will not be included in the category of "extra compensation."
- (3) Individuals on professional leave shall be entitled to the same benefits as other personnel in the same category. This applies to salary raises, insurance coverage, liability coverage, medical benefits and retirement.
- (4) For purposes of advancement, the period of leave shall be counted as part of the three-year contract for faculty, ~~and as experience time for exempt staff.~~

EAC 174-112-820 830 Portfolio while on leave .

All personnel on paid professional leave will be expected to document their activities by maintaining their portfolios in the same manner as while on regular employment with the college.

EAC 174-112-830 840 Implementation Faculty Professional Leaves Committee

~~The first leaves for faculty under this policy will be granted for fall quarter 1974-75 provided the Board of Trustees approves the policy prior to final selection of 1974-75 academic programs and assignment of faculty. The first leaves for administrators and staff under this policy will be granted as soon as practicable subsequent to favorable action by the Board of Trustees, and will not be subject to the six-month application lead time during the first six months in which this policy is operative.~~

- (1) The Professional Leaves Committee will be a standing committee with rotating membership composed of nine members; five faculty, two staff and two students. Each member will serve two years. Each year one staff and one student will be replaced by new members. In the first year of operation of the nine-member Committee, two faculty, one staff and one student shall receive one year terms. Faculty and student members will be chosen by the Academic Vice President. Staff members will be chosen jointly by the Administrative Vice President and the Academic Vice President.
- (2) The Academic Vice President shall convene the first meeting of the Committee each year.

Staff Professional Development Program

EAC 174-112-900 Introduction

The Evergreen State College is committed to helping its staff personnel develop their professional capacities to full potential. One means to this end is to allow personnel to keep abreast of the latest developments in their particular fields and to maintain an awareness of closely related fields through formal educational programs such as courses and workshops. Another is to allow individual development through an institutionally funded staff leave program for independent study, research, or observation of other institutions, or further professional training. A third is to augment the Affirmative Action program by allowing individuals presently employed at the College who have not reached their full professional potential to benefit from more equitable opportunity within the College. To move towards the goal of professional development through these three means, the College supports a funded staff professional development program.

EAC 174-112-905 Funding

- (1) The staff professional development program outlined in EAC 174-112-900 through 940 for personnel in general fund supported activities shall be ^{salary} funded up to an annual allocation of one per cent of all ~~operational~~ funds allotted to Evergreen in programs 010 through 100 excluding faculty salaries and faculty benefits; the allocation shall be determined during the annual allocation process and approved by the trustees. A similar allocation shall be made from auxilliary operations monies for personnel in auxilliary-fund supported activities. Any uncommitted allocations from programs 010 through 090, as of April 15 in the second year of the biennium, shall revert to the College general fund. Any uncommitted allocation in auxilliary enterprise funds shall revert to their respective fund balances as of June 30. Employees who have been temporarily transferred to a grant or contract from an operating program are eligible to participate. The cost of their participation will be funded from the current general fund allocation. Anything in the staff professional development program to the contrary notwithstanding, a unit head may, with the approval of his or her vice president, send a staff member for developmental activity at the unit's expense, without the recommendation of the Staff Professional Development Committee.
- (2) Allocations for Staff Professional Development will be established in a reserve budget (99xx). When a leave is approved, the funds to finance the leave will be transferred to the budget from which the employee is taking his/her leave. Budgetary responsibility for the Staff Professional Development program shall reside with the Administrative Vice President.

EAC 174-112-910 Eligibility

- (1) All permanent staff personnel (exempt, classified and staff/faculty) are eligible to apply for paid professional leave.
- (2) Eligibility for leave will accrue at the rate of one month per six months of service to the institution. Accrued eligibility for current employees will be retroactive to the date of employment.
- (3) Staff professional leave will not normally be granted to individuals who, upon return from the leave, will have less than one year of service to the institution prior to retirement.
- (4) Staff professional leave will be granted for the purposes of increasing knowledge and skills in the areas in which individuals are working, or of developing their knowledge and skills in other areas of college operations.
- (5) The number of persons on professional leave at any one time shall not exceed the limitations in Substitute HB 662, 1977, Section 1(5).

EAC 174-112-915 Responsibility

A period of service following a staff professional leave will be required upon return from leave, the period of service being equal to the duration of the leave. Upon accepting a staff professional leave, the staff member shall agree to such service; failure to serve shall require prorata repayment of the monetary value of the education leave benefit, except when circumstances such as death, disability and other severe hardships preclude repayment. Other qualifying severe hardships shall be determined by the Staff Professional Development Committee.

EAC 174-112-920 Application

- (1) Staff members must submit applications for professional leave at least:
 - (a) Three months in advance of the date the leave is to begin if the leave period is 30 days or longer.
 - (b) During the first week of the month prior to the month for which the leave is requested if the leave period is less than 30 days.
 - (c) By April 15 in the second year of the fiscal biennium for leaves to be funded during that biennium.
- (2) Applications should be submitted in a form prescribed by the Staff Professional Development Committee. It shall describe the proposed activity and its cost, and shall identify the benefits accruing to both the individual and the College.
- (3) Applications will not be considered unless they are accompanied by a letter of recommendation from the individual's immediate supervisor: the letter should discuss the service of the applicant to the College, merit of the proposed activity, and the provisions made and cost required to cover the

individual's position during his or her absence.

- (4) Applications will be submitted to and evaluated by the Professional development Committee which will make recommendations to the appropriate Vice President.
- (5) The President and Vice Presidents will submit their applications for professional leave to the Professional Development Committee. The Committee will make recommendations to the President in the case of the Vice Presidents; and to the Board of Trustees in the case of the President.

EAC 174-112-925 Staff Professional Development Committee

(1) Terms and Appointment

The Staff Professional Development Committee will be a standing committee appointed jointly by the Vice Presidents, composed of nine members; two faculty members, three classified staff members, two exempt staff members, and two students, with two-year overlapping terms beginning September 15. The composition of the committee should support the institution's commitment to affirmative action.

(2) Criteria for Selection

(a) Minimum criteria. The Staff Professional Development Committee shall evaluate applications based on the following minimum criteria:

- (i) That the proposed development activities will enhance the staff member's professional competence, from the standpoint either of current job performance or of broadened future responsibility.
- (ii) That significant benefit will accrue to Evergreen, in terms of direct employment of skills, broadening of staff resources, or acceleration of Affirmative Action.

(b) Competition. The Staff Professional Development Committee shall select from among those applicants who satisfy minimum criteria on a competitive basis, employing the following criteria:

- (i) Merit and potentiality of applicant, judged according to the applicant's past and potential service to Evergreen. Assessing merit will be a difficult substantive task of the Committee. Merit is not to be reduced to a formula of seniority. Persons at all levels and with all lengths of service will be judged within their group of peers.
- (ii) Merit of the proposal. If the proposal is a formal educational program or workshop, the appropriateness of the content and the quality of the institution are to be taken into account; if an independent project, the inherent merit of the project, its

ability, and its potential benefit to Evergreen are major factors.

- (3) Types of leave: Several types of leave are equally meritorious--release time for training and education on campus or nearby; short leaves for workshops, courses, or independent study and research; and longer leaves for major projects. The minimum length of any one educational leave shall be one week, the maximum one year; units will grant and finance from their own budgets any educational leaves of less than one full week. All other factors appearing equal, the Committee shall give preference to shorter leaves to benefit many persons rather than a few long term leaves.

EAC 174-112-930 Eligible Payments

The following types of costs are eligible for payment from the Staff Professional Development Program:

- (1) Cost to the staff member's unit to employ replacement personnel, consultants, contractors, or others, to perform the duties of the staff member while on educational leave when and if the leave is sufficiently long to justify such employment; provided, however, that such costs shall not exceed that staff member's total compensation while on leave.
- (2) Costs of tuition, enrollment, or course fees (or other similar charges), and of travel and per diem, when deemed necessary and appropriate by the Committee.

EAC 174-112-935 Compensation, Benefits, and Status

- (1) The remuneration from state general funds and general local funds for any such leave granted for any academic year shall not exceed the average of the highest quartile of a rank order of salaries of all full time teaching faculty holding academic year contracts or appointments at the institution.

A staff member on professional leave will receive ~~his or her full salary,~~ including College contributions to medical insurance and retirement programs ~~except that~~ if the staff member receives additional compensation for the leave period (foundation or fellowship grants, salary, etc.), the College compensation will be reduced, if necessary, so that total compensation for the leave period will not exceed the individual's current salary. Funds received from other sources specifically for travel, equipment, secretarial services, or supplies will not be considered "additional compensation."

- (2) Individuals on staff professional leave shall be entitled to the same benefits as other personnel in the same category, including, when appropriate, salary raises, insurance coverage, liability coverage, medical benefits, retirement, and so forth.
- (3) For purposes of advancement, the period of staff professional leave shall be counted as experience time.

The first staff professional leaves under this policy will be granted as soon as practicable subsequent to favorable action by the Board of Trustees, and will not be subject to the application lead time during the first six months in which this policy is operative. Any staff member granted leave under any prior policy for professional leaves shall maintain that leave without further action by the Staff Professional Development Committee. In such cases the appropriate budget head may submit a request to the Professional Development Committee for funding from the Staff Professional Development program.

THE EVERGREEN STATE COLLEGE
PROPOSED 1977-78 TUITION AND FEE SCHEDULE

		Quarterly Tuition & Fees ⁵				
		(1) Number of Units	(2) Tuition	(3) Operating	(4) Services & Activities	(2 + 3 + 4) Total
<u>FULL-TIME STUDENTS (Legislatively Controlled)</u>						
RESIDENT	- Regular	3 or more	25	118	54	197
	- S.E. Asian Veteran ¹	3 or more	25	74	54	153
NON-RESIDENT		3 or more	96	511	54	661
<u>PART-TIME STUDENTS</u>						
RESIDENT	-Regular	2	15	71	32	118
	- S.E. Asian Veteran ¹	2	15	71	32	118
	- Special ²	2	15	71	32	118
NON-RESIDENT	- Regular	2	58	306	32	396
	- Special ²	2	58	306	32	396
FACULTY & STAFF		2	13	59	26	98
RESIDENT	- Regular	1	10	47	22	79
	- Special ²	1	10	47	22	79
NON-RESIDENT	- Regular	1	39	204	22	265
	- Special ²	1	39	204	22	265
FACULTY & STAFF		1	7	29	13	49
<u>AUDITOR³</u>		1	3	15	7	25
<u>EXTERNAL CREDIT⁴</u>						
RESIDENT	- Regular	4	25	118	54	197
	- S.E. Asian Veteran ¹	4	25	74	54	153
NON-RESIDENT		4	96	511	54	661

1. A Vietnam veteran is a person who has been on active federal service as a member of the armed military or naval forces of the United States between a period commencing August 5, 1964, and ending April 18, 1975 and who for a period of one year immediately prior to the date of his entry such service was a resident of the State of Washington. Applies only to qualified Veterans enrolled prior to fall quarter 1977.
 2. Non-degree seeking.
 3. No credit.
 4. External credit tuition and fee payments will be charged when credit is earned. Payments must be made within one year from the date credit is earned. Credit will be awarded when payment is made to the College.
- A \$15.00 fee is charged after the 6th class day for late payment of fees.

THE EVERGREEN STATE COLLEGE
1977-78 Allocations
July 20, 1977

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Approved by
Trustees
at 7-22-77 Board
meeting

THE EVERGREEN STATE COLLEGE
1977-78 Requests by Program

Program	1976-77		1977-78		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount
01 Instruction	180.5	\$ 3,350,013	193.5	\$ 3,458,860	13.0	\$108,847
03 Public Service	.2	7,105	.3	8,583	.1	1,478
04 Primary Support Services	17.5	417,575	19.2	408,047	1.7	(9,528)
05 Library	46.2	1,006,301	47.3	974,448	1.1	(31,853)
06 Student Services	31.2	528,447	31.2	521,584	--	(6,863)
08 Institutional Support	61.0	1,345,060	60.6	1,408,181	(.4)	63,121
09 Plant Operations and Maintenance	67.3	1,827,794	67.9	1,851,707	.6	23,913
10 Sponsored Research	89.2	822,447	87.7	854,082	(1.5)	31,635
15 Service Operations	5.1	10,329	11.6	(1,095)	6.5	(11,424)
16 Auxiliary Services	43.5	1,308,921	50.5	1,425,030	7.0	116,109
17 Student Aid	--	1,275,407	--	1,257,193	--	(18,214)
30 Bond Interest & Retirement	--	8,000	--	8,000	--	--
 TOTAL	 541.7	 \$11,907,399	 569.8	 \$12,174,620	 28.1	 \$267,221

THE EVERGREEN STATE COLLEGE
1977-78 Allocation Request by Category

Category	1976-77		1977-78		Increase	
	FTE	Amount	FTE	Amount	FTE	Amount
011 Instruction - General	147.5	\$3,142,996	158.0	\$3,222,101	10.5	\$ 79,105
013 Instruction - Special Session	33.0	207,016	35.5	236,759	2.5	29,743
031 Public Events	.2	7,105	.3	8,583	.1	1,478
041 Academic Computing	5.0	140,406	6.0	128,003	1.0	(12,403)
043 Academic Administration	12.5	277,170	13.2	280,044	.7	2,874
051 Learning Resources (library)	46.2	1,006,301	47.3	974,448	1.1	(31,853)
061 Basic Student Services	29.0	491,195	28.2	464,838	(.8)	(26,357)
062 Educational Opportunity Programs	2.2	37,251	3.0	56,746	.8	19,495
081 Institutional Management	9.8	286,935	9.7	320,986	(.1)	34,051
082 Fiscal Operations	16.7	277,720	16.8	290,584	.1	12,864
083 General Support Services	13.1	365,369	13.4	355,751	.3	(9,618)
084 Logistical Services	17.9	300,064	13.5	298,271	(4.4)	(1,793)
085 Community Relations & Development	3.5	114,973	7.2	142,589	3.7	27,616
091 Utilities and Fixed Costs	6.7	573,914	6.7	651,237	--	77,323
092 Maintenance & Janitorial Service	46.1	896,739	46.0	835,296	(.1)	(61,443)
093 Operations & Maintenance Support	14.5	357,141	15.2	365,174	.7	8,033
TOTAL	403.9	\$8,482,295	420.0	\$8,631,410	16.1	\$149,115

THE EVERGREEN STATE COLLEGE
1977-78 Operating Budget Allocations
Program 01 Through 09

	1976-77 Total	1977-78 Total	Instruction 01	Public Service 03	Primary Support 04	Library 05	Student Services 06	Institutional Support 08	Plant Maintenance 09
Governor's Allotment	\$8,499,842	\$8,926,751	\$3,520,398	\$8,693	\$415,160	\$998,271	\$533,860	\$1,554,239	\$1,896,130
Less:									
Proposed: Professional Development Program	--	31,024	3,120	24	2,761	5,423	3,807	7,850	8,039
Institutional Reserve (1%)	3,325	63,045	23,870	86	--	8,150	3,535	10,762	16,642
Termination Reserve	313	43,979	17,259	--	2,176	5,125	2,467	7,081	9,871
Illness & Accident Reserve	13,910	43,979	17,259	--	2,176	5,125	2,467	7,081	9,871
Unemployment Compensation	--	113,284	--	--	--	--	--	113,284	--
Total Available for Allocation	\$8,482,294	\$8,631,440	\$3,458,890	\$8,583	\$408,047	\$974,448	\$521,584	\$1,408,181	\$1,851,707
Source of Funds:									
General Fund State	\$7,277,622	\$8,852,251	\$3,492,832	\$6,693	\$406,030	\$990,190	\$530,312	\$1,544,124	\$1,882,070
General Fund Local	\$1,204,672	\$ 74,500	\$ 27,566	\$2,000	\$ 9,130	\$ 8,081	\$ 3,548	\$ 10,115	\$ 14,060

Note: Program 01, Instruction, may have to revert up to \$169,290 if contracted enrollment level of 2500 FTE is not achieved.

THE EVERGREEN STATE COLLEGE
Historical Program Allocations as a Percent of Total Funds

<u>Program</u>	<u>1973-74</u>	<u>1974-75</u>	<u>1975-76</u>	<u>1976-77</u>	<u>1977-78</u>
01 Instruction	38%	37%	41%	40%	40%
03 Public Service	0%	0%	0%	0%	0%
04 Primary Support Service	6%	5%	5%	5%	5%
05 Library	12%	14%	12%	12%	11%
06 Student Services	7%	7%	7%	6%	6%
08 Institutional Support	19%	18%	17%	16%	16%
09 Plant Operations & Maintenance	<u>18%</u>	<u>19%</u>	<u>18%</u>	<u>21%</u>	<u>22%</u>
TOTAL	100%	100%	100%	100%	100%

THE EVERGREEN STATE COLLEGE
Application and Sources of Funds
1977-78 Operating Allocations

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Proposed Budget for 1977-78

01	Instruction	\$3,520,398	
03	Public Service	8,693	
04	Primary Support	415,160	
05	Library	998,271	
06	Student Services	533,860	
08	Institutional Support	1,554,239	
09	Plant Operations & Maintenance	<u>1,896,130</u>	
	Sub Total		\$ 8,926,751
10	Sponsored Research	854,082	
15	Service Operations	(1,095)	
16	Auxiliary Services	1,425,030	
17	Student Aid	1,257,193	
30	Bond Interest & Retirement	<u>8,000</u>	
	Sub Total		<u>3,543,210</u>
	TOTAL		\$12,469,961

Source of Funds

001	State General Fund	\$8,852,251	
149	Local General Fund	<u>74,500</u>	
	Sub Total		\$ 8,926,751
145	Grants & Contracts	854,082	
4XX	Service Funds	(1,095)	
522	College Activities	473,358	
524	Book Store	343,610	
573	Housing, Food Service, and Conf.	608,062	
849	Loan Fund	1,257,193	
875	Bond and Interest Sinking Fund	<u>8,000</u>	
	Sub Total		<u>\$ 3,543,210</u>
	TOTAL		<u>\$12,469,961</u>

THE EVERGREEN STATE COLLEGE

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Budget Allocation Worksheet

PROGRAM/BUDGET	1976-77		1977-78		B	C	E	G	J	L	T
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT	SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
PROGRAM 01 - INSTRUCTION											
Category 011-Instruction and Departmental Research											
1000--Adjunct Faculty	6.93	171,266.79	3.00	54,435	50,637	--	--	--	--	3,798	--
1010--Faculty	112.80	2,352,034.21	122.18	2,607,250	2,303,225	--	--	--	--	304,025	--
1107--C-DRAW	--	4,200.00	--	1,860	--	--	1,860	--	--	--	--
1100--Academic Programs	1.58	127,190.89	--	80,449	--	--	69,162	11,287	--	--	--
1167--Modules	--	6,275.00	--	4,995	--	--	4,995	--	--	--	--
1600--External Credit	.91	16,475.66	1.00	16,802	12,420	--	1,130	1,148	--	2,104	--
1610--Academic Advising	1.01	16,650.00	1.00	18,002	14,640	--	970	--	--	2,392	--
1701--Technicians	8.86	143,272.36	10.50	167,239	123,428	--	22,453	--	--	21,358	--
1710-14--Acad. Secr. Support	9.49	129,543.86	15.00	154,517	123,121	--	8,129	--	--	23,267	--
1721--SPLU	--	2,279.74	--	1,760	--	--	1,760	--	--	--	--
1722--RULE Grant	.02	1,450.00	--	1,200	--	--	1,200	--	--	--	--
1723--Danforth Grant Support	--	9,805.17	--	--	--	--	--	--	--	--	--
1747--Professional Travel	--	3,500.00	--	3,000	--	--	--	3,000	--	--	--
1740--Academic Publications	--	20,105.00	--	31,000	--	--	31,000	--	--	--	--
1746--Academic Film Series	--	3,020.00	--	2,400	--	--	2,400	--	--	--	--
1741--Environ. Analysis Lab	--	300.00	--	750	--	--	750	--	--	--	--
1745--Field Facilities	--	2,000.00	--	1,035	--	--	1,035	--	--	--	--
1749--Student Wages	5.18	49,453.50	4.91	32,842	30,551	--	--	--	--	2,291	--
1759--Driftwood Day Care Ctr	.44	5,790.00	.40	5,313	3,961	--	637	--	--	715	--
1751--Darkrooms	.31	5,302.00	--	3,539	--	--	3,539	--	--	--	--
1753--SEM	--	4,192.62	--	1,290	--	--	1,290	--	--	--	--
1793--Communications Lab	--	8,000.00	--	--	--	--	--	--	--	--	--
1791--Lab Bldg Stockroom	--	7,000.00	--	2,000	--	--	2,000	--	--	--	--
1899--Contingency	--	29,429.00	--	--	--	--	--	--	--	--	--
1890--General Operations	--	24,460.46	--	30,423	--	--	21,783	8,640	--	--	--
SUBTOTAL	147.53	3,142,996.26	157.99	3,222,101	2,661,983	--	176,093	24,075	--	359,950	--
Category 013-Special Sessions Instruction											
1800--Summer Faculty	32.49	188,222.19	34.70	224,051	197,925	--	--	--	--	26,126	--
1810--Summer Support	.46	18,794.12	.76	12,708	5,021	--	5,441	1,895	--	351	--
SUBTOTAL	32.95	207,016.31	35.46	236,759	202,946	--	5,441	1,895	--	26,477	--
PROGRAM 01 TOTAL	180.48	3,350,012.58	193.45	3,458,860	2,864,929	--	181,534	25,970	--	386,427	--
--Institutional Reserves											
		(5,469.21)			23,870						
		1,170.99			17,259						
9997--Illness & Accident Reserve		4,153.28			17,259						
9950--Professional Development		--			3,120						
TOTAL		3,349,867.64		3,520,398							

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W/BUDGET	1976-77		1977-78		B	C	E	G	J	L	T
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT	SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
PROGRAM 03 - PUBLIC SERVICE											
Category 031-Community Service											
1900--Public Events	.24	7,105.00	.30	8,583	2,016	--	6,416	--	--	151	--
PROGRAM 03 TOTAL	.24	7,105.00	.30	8,583	2,016	--	6,416	--	--	151	--
99XX--Institutional Reserve		--		86							
9950--Professional Development		--		24							
TOTAL		7,105.00		8,693							
PROGRAM 04 - PRIMARY SUPPORT SERVICES											
Category 041 - Academic Computing Services											
2050--Academic Computing	4.97	140,405.74	5.99	128,003	77,496	--	40,322	1,000	11,351	11.834	(14,000)
Category 043-Academic Administration											
2070--Academic Deans	4.00	153,600.00	4.00	155,524	114,988	--	12,086	15,000	--	13,450	--
2075--Deans Support	5.12	69,252.00	6.00	71,023	56,299	--	3,657	800	--	10,267	--
2080--Cooperative Education	3.36	54,317.68	3.21	53,497	41,771	--	3,172	1,400	--	7,154	--
SUBTOTAL	12.48	277,169.68	13.21	280,044	213,058	--	18,915	17,200	--	30,871	--
PROGRAM 04 TOTAL	17.45	417,575.42	19.20	408,047	290,554	--	59,237	18,200	11,351	42,705	(14,000)
99XX--Institutional Reserves		5,367.56		--							
9993--Termination Reserve		(238.20)		2,176							
9997--Illness & Accident Reserve		412.98		2,176							
9950--Professional Development		--		2,761							
TOTAL		423,117.76		415,160							

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PROGRAM/BUDGET	1976-77		1977-78		SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT							
PROGRAM 05 - LIBRARIES											
Category 051-Learning Resources											
2300--Library Administration	2.49	61,957.00	2.52	67,584	46,144	--	9,078	4,315	2,000	6,047	--
2301--Library Admin Non-Comp	1.34	33,888.00	2.40	41,362	32,072	--	5,000	--	--	4,290	--
2310--User Services	5.02	68,388.00	5.41	72,201	58,957	--	3,763	50	--	9,731	(300)
2311--User Services Non-Comp	.14	3,601.00	.13	2,846	2,357	--	157	--	--	332	--
2330--Technical Services	6.13	76,405.00	6.99	82,737	67,725	--	4,001	150	--	10,861	--
2331--Tech. Serv. Non-Comp	2.35	25,419.00	2.35	30,006	22,731	--	3,252	--	--	4,023	--
2335--Acquisitions	4.53	305,721.00	4.94	295,597	43,997	--	861	50	242,865	7,824	--
2336--Acquisitions Non-Comp	.50	34,070.00	.48	27,040	4,914	--	339	--	20,943	844	--
2340--Circulation	2.51	31,082.00	2.54	26,488	20,689	--	2,253	65	--	3,481	--
2341--Circulation Non-Comp	3.39	38,187.00	1.96	22,303	17,576	--	1,897	--	--	2,830	--
2345--Reference	1.80	33,231.00	1.93	35,662	29,116	--	1,911	--	--	4,635	--
2346--Reference Non-Comp	1.11	17,894.00	1.05	16,882	13,605	--	991	--	--	2,286	--
2350--Media Production	.40	4,612.71	.50	5,904	4,113	--	960	50	--	781	--
2351--Mini-Media Prod. Ctr.	1.73	24,007.79	1.70	24,581	20,216	--	1,000	75	--	3,290	--
2352--Media Engineering	4.11	105,927.03	4.84	112,410	66,115	--	36,048	310	--	9,937	--
2355--Photography	2.77	59,962.29	3.07	45,942	36,909	--	14,828	85	750	5,370	(12,000)
2360--Electronics	1.34	25,451.03	2.03	34,267	28,612	--	3,095	50	400	4,260	(2,150)
2365--Graphics	2.02	25,753.76	--	--	--	--	--	--	--	--	--
2370--Control Center	1.15	18,613.22	1.16	19,167	16,098	--	498	50	--	2,521	--
2375--Lecture Halls	1.34	12,130.20	1.34	11,469	11,691	--	30	--	--	1,748	(2,000)
PROGRAM 05 TOTAL	46.17	1,006,301.03	47.34	974,448	543,637	--	89,962	5,250	266,958	85,091	(16,450)
99XX--Institutional Reserves		2,658.46		8,150							
9993--Termination Reserve		68.32		5,125							
9997--Illness & Accident Reserve		2,560.18		5,125							
9950--Professional Development		--		5,423							
TOTAL		1,011,758.73		998,271							



PROGRAM/BUDGET	1976-77		1977-78		SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT							
PROGRAM 06 - STUDENT SERVICES											
Category 061-Basic Student Services											
2400--Registrar	7.42	97,531.81	7.16	96,772	73,164	--	10,912	--	--	12,696	--
2409--Commencement & Diploma	--	4,636.66	--	3,000	--	--	3,000	--	--	--	--
2410--Admissions	6.50	104,839.00	6.62	105,167	75,667	--	12,612	4,500	--	12,388	--
2420--Dean of Student Serv.	2.72	56,277.20	2.63	57,283	43,047	--	4,863	3,000	--	6,373	--
2421--Veterans Affairs Off.	.21	5,942.30	.08	2,845	1,156	--	1,500	--	--	189	--
2425--Counseling	1.25	26,896.50	.66	22,122	10,000	--	10,500	--	--	1,622	--
2430--Financial Aid	5.06	74,131.41	5.05	69,940	56,838	--	3,547	--	--	9,555	--
2431--Career Plan/Placement	2.84	52,194.96	3.17	47,390	37,047	--	4,163	--	--	6,180	--
2435--Health Services	2.03	45,457.62	1.87	37,508	19,947	--	14,050	--	--	3,511	--
2440--Recr. & Campus Activ.	1.00	22,811.83	1.00	23,007	19,860	--	--	--	--	2,951	--
SUBTOTAL	29.03	491,195.29	28.24	464,838	336,726	--	65,147	7,500	--	55,465	--
Category 062-Educational Opportunity Programs											
2450--Third World Coalition	2.15	37,251.35	2.00	36,746	25,098	--	5,570	1,850	--	4,228	--
2451--Educational Opp. Prog	--	--	1.00	20,000	9,696	1,000	6,234	1,500	--	1,570	--
SUBTOTAL	2.15	37,251.35	3.00	56,746	34,794	1,000	11,804	3,350	--	5,798	--
PROGRAM 06 TOTAL	31.18	528,446.64	31.24	521,584	371,520	1,000	76,951	10,850	--	61,263	--
99XX--Institutional Reserves		(8,043.61)		3,535							
9993--Termination Reserve		(210.15)		2,467							
9997--Illness & Accident Reserve		1,331.99		2,467							
9950--Professional Development		--		3,807							
TOTAL		521,524.87		533,860							

	1976-77		1977-78		B	C	E	G	J	L	TRANSFER OF CHARGES
PROGRAM/BUDGET	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT	SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	
PROGRAM 08 - INSTITUTIONAL SUPPORT											
Category 081-Institutional Management											
3000--Board of Trustees	---	7,872.04	---	7,539	--	--	1,489	6,050	--	--	--
3010--Office of the Pres.	3.09	95,728.80	4.09	136,990	113,860	--	4,801	3,175	--	15,154	--
3011--Assist. to the Pres.	1.47	34,641.72	1.57	34,715	27,509	--	1,600	1,480	--	4,126	--
3015--Vice Pres & Provost	3.21	84,419.20	2.00	73,349	51,363	3,000	7,095	5,100	--	6,791	--
3020--Admin. Vice President	2.00	56,201.33	2.00	54,069	44,406	--	3,190	738	--	5,735	--
3025--Attorney Gen. Services	---	7,866.00	---	13,924	--	--	13,924	--	--	--	--
3026--Governance Board Supp.	---	205.47	---	400	--	--	400	--	--	--	--
SUBTOTAL	9.77	286,934.56	9.66	320,986	237,138	3,000	32,499	16,543	--	31,806	--
Category 082 - Fiscal Operations											
3060--Business Manager	2.32	48,949.43	2.00	47,609	36,408	--	5,155	984	--	5,062	--
3030--Budget Office	2.40	44,895.12	2.50	41,692	32,595	--	3,345	696	--	5,056	--
3035--General Accounting	6.00	88,963.00	5.74	94,994	68,865	--	13,485	1,374	--	11,270	--
3036--Accounts Receivable	2.49	43,434.00	2.25	44,925	32,900	--	6,994	40	--	4,991	--
3037--Payroll Office	2.25	28,429.04	2.37	28,844	22,711	--	2,394	--	--	3,739	--
3038--Grants & Contracts	1.25	23,049.00	2.00	32,520	25,619	--	2,351	347	--	4,203	--
SUBTOTAL	16.71	277,719.59	16.86	290,584	219,098	--	33,724	3,441	--	34,321	--
Category 083 - General Support Services											
3050--Sounding Board	.21	2,516.90	.21	2,497	2,040	--	324	--	--	133	--
3051--Institutional Fees	---	7,061.41	---	5,127	--	--	5,127	--	--	--	--
3055--Equal Oppor. Pgms.	1.98	35,540.71	2.16	38,742	28,648	--	3,136	2,300	--	4,658	--
3065--Personnel	3.36	80,982.71	2.89	53,474	40,791	--	4,649	1,690	--	6,344	--
3066--HEPB Assessment	---	3,476.00	---	--	--	--	--	--	--	--	--
3080--Admin. Computing	7.52	199,456.98	8.20	222,666	115,037	--	78,186	1,000	9,915	18,528	--
3081--WSHECC (TESC share)	---	6,313.05	---	6,000	--	--	6,000	--	--	--	--
3090--OCSCUP (TESC share)	---	24,678.22	---	23,792	--	--	23,792	--	--	--	--
3091--Insurance	---	5,343.03	---	3,453	--	--	3,453	--	--	--	--
SUBTOTAL	13.07	365,369.01	13.46	355,751	186,516	--	124,667	4,990	9,915	29,663	--

PROGRAM/BUDGET	1976-77		1977-78		SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT							
<u>Category 084 - Logistical Services</u>											
3100--Central Services	4.00	59,276.97	4.00	63,803	48,822	--	3,460	3,352	--	8,169	--
5030--Printing Services	3.79	18,768.70	--	--	--	--	--	--	--	--	--
3101--Furniture Repair	--	--	--	2,500	--	--	2,500	--	--	--	--
5037--Word Processing	2.25	17,342.08	--	--	--	--	--	--	--	--	--
3110--Telephone Operations	.72	9,246.76	1.50	14,794	10,952	--	1,680	--	--	2,162	--
3111--Telephone Exp. (PNB)	--	62,143.27	--	66,088	--	--	187,524	--	--	--	(121,436)
3115--Mail Operations	1.93	19,899.80	1.98	21,231	16,510	--	2,862	1,320	--	2,639	(2,100)
3116--Postage	--	36,326.51	--	40,216	--	--	64,491	--	--	--	(24,275)
3120--Purchasing	2.38	31,024.62	2.00	31,259	21,385	--	5,668	445	--	3,761	--
3121--Accounts Payable	1.23	17,849.00	2.50	29,341	23,828	--	1,187	--	--	4,326	--
3130--General Services	1.58	28,186.00	1.50	29,039	23,413	--	1,237	725	--	3,664	--
SUBTOTAL	17.88	300,063.71	13.48	298,271	144,910	--	270,609	5,842	--	24,721	(147,811)
<u>Category 085 - Community Relations and Development</u>											
3140--Development	.96	26,428.86	3.16	79,774	49,837	--	20,785	1,500	--	7,652	--
3141--College Relations	2.59	88,544.42	4.00	62,815	32,150	--	24,569	300	--	5,796	--
SUBTOTAL	3.55	114,973.28	7.16	142,589	81,987	--	45,354	1,800	--	13,448	--
PROGRAM 08 TOTAL	60.98	1,345,060.15	60.62	1,408,181	869,649	3,000	506,853	32,616	9,915	133,959	(147,811)
99XX--Institutional Reserves		909.68		10,762							
9993--Termination Reserve		(771.77)		7,081							
9997--Illness & Accident Reserve		2,946.26		7,081							
--Professional Development		--		7,850							
--Unemployment Compensation		--		113,284							
TOTAL		1,348,144.32		1,554,239							

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PROGRAM/BUDGET	1976-77		1977-78		B	C	E	G	J	L	T
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT	SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES
PROGRAM 09 - PLANT OPERATIONS AND MAINTENANCE											
<u>Category 091-Utilities and Other Fixed Costs</u>											
3300--Utilities	--	420,536.42	--	487,156	--	--	572,530	--	--	--	(85,374)
3310--Heating Plant	6.69	153,378.01	6.75	164,081	105,733	--	41,116	300	--	16,932	--
SUBTOTAL	6.69	573,914.43	6.75	651,237	105,733	--	613,646	300	--	16,932	(85,374)
<u>Category 092 - Maintenance and Janitorial Services</u>											
3320--Grounds Maintenance	8.89	181,440.33	8.10	167,285	87,840	--	54,097	11,294	--	14,054	--
3325--Utilities Maintenance	--	22,449.54	--	20,572	--	--	20,572	--	--	--	--
3330--Building Maintenance	13.47	406,272.94	13.60	354,465	194,122	--	129,623	10,500	--	32,220	(12,000)
3340--Custodial Services	23.75	286,575.80	24.27	292,974	220,742	--	28,315	1,600	4,504	40,813	(3,000)
SUBTOTAL	46.11	896,738.61	45.97	835,296	502,704	--	232,607	23,394	4,504	87,087	(15,000)
<u>Category 093 - Operations and Maintenance Support</u>											
3350--Facilities Admin.	6.16	133,639.46	6.00	123,669	96,063	--	10,530	2,227	--	14,849	--
3360--Campus Security	7.33	106,613.89	8.19	108,241	87,843	--	3,250	3,093	--	14,055	--
3361--Campus Safety	--	95,001.89	--	111,185	--	--	105,385	5,800	--	--	--
3370--Refuse Disposal	.98	21,885.67	1.00	22,079	13,044	--	5,050	4,500	--	2,185	(2,700)
SUBTOTAL	14.47	357,140.91	15.19	365,174	196,950	--	124,215	15,620	--	31,089	(2,700)
PROGRAM 09 TOTAL	67.27	1,827,793.95	67.91	1,851,707	805,387	--	970,468	39,314	4,504	135,108	(103,074)
99XX--Institutional Reserve		7,902.19		16,642							
9993--Termination Reserve		68.32		9,871							
9997--Illness & Accident Reserve		2,560.18		9,871							
9995--Professional Development		0.00		8,039							
TOTAL		1,838,323.84		1,896,130							

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PROGRAM/BUDGET	1976-77		1977-78		SALARIES & WAGES	GOODS & SERVICES	TRAVEL	EQUIP- MENT	EMPLOYEE BENEFITS	INTERAGENCY REIMBURSE- MENTS	GRANTS AND SUBSIDIES
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT							
10 - SPONSORED RESEARCH											
3500--Bacteriophage T4	1.68	\$28,590	1.2	\$24,976	\$14,967	6,697	\$1,919		\$1,393		
3501--Models of Photosyn.	1.87	47,673	2.5	56,269	31,639	6,702	3,000	\$9,264	5,664		
3600--RULE (NSF)	11.87	222,330	8.0	145,710	102,407	15,566	11,656		16,081		
3602--Veterans Cost of Instruction Pgm.	.63	10,077	.8	11,988	10,246				1,742		
3603--IPA Grant	.06	9,411	.3	8,539	4,240	1,450			849		2,000
3605--Upward Bound	2.37	46,162	6.5	123,021	56,966	36,706	8,091	156	10,227		10,875
3606--Dioxin Monitoring	.10	2,007	.3	3,875	1,837		1,832		206		
3607--Alaska Peninsula Proj.	--	20,293	--	11,876			7,390	4,486			
3608--Tac. Heavy Metals Study	--	1,019	--	13,761	500	11,773	1,406		82		
3609--Harbor Seal Study	--	2,017	--	13,133		11,035	2,098				
3610--YCC Camp	.21	2,255	.7	17,554	4,095	12,994			465		
3650--CWSP	51.72	242,549	42.8	203,814	203,814						
3611--Adv. Studies/Humanities	2.65	58,341	4.1	86,209	65,385	5,413	879		14,532		
3800--OCSCUP	4.88	20,952	5.5	--	100,000	9,600	7,000		16,500	(133,100)	
3802--State & College Lib. Cooperative Media Pgm	--	--	--	--		5,000				(5,000)	
3803--HECC	1.33	1,864	1.5	--	29,260	3,800	3,700		4,448	(41,208)	
3804--TESC Found. Recharges	--	6,863	--	13,600		13,600					
3805--Electron Microscope	--	1,210	.1	1,350	1,000	250			100		
3806--Spectrophotometer	--	999	--	500		500					
nt08--Lilly Faculty Devel. Grant	.50	13,252	1.2	23,925	20,907				3,018		
3811--Wolf Reintroduction	--	81	--	406		406					
3812--Delta Intertidal Study	.62	8,411	2.3	25,589	17,242	638	4,109		3,600		
3813--Nisqually Terrest. Study	.30	5,067	2.1	24,683	18,140	518	2,260		3,765		
3814--Aquaculture: Totten & Skookum Inlet Study	--	590	--	326		326					
3815--Nuclear Power Controv.	--	57	.3	7,443	3,700	2,253	743		747		
3931--Off-Campus State WS	--	21,731	7.3	35,000	35,000						
3951--DNR Internships	.68	2,075	.1	535	500				35		
4372--LEAA Interns	6.77	24,607	--	--							
4376--NSF Admin. Fellowship	--	600	--	--							
4377--HEW Title II	--	3,455	--	--							
4777--Computer Art Grant	--	298	--	--							
4729--Out Door Rec. Interns	.03	205	--	--							
4745--Danforth Foundations	--	6,805	--	--							
4752--D.O.E. Interns	.48	4,066	--	--							
4754--SPI Interns	.25	1,800	--	--							
4758--Computer Film Fest. II	--	612	--	--							
4764--Circulat. Exhib. Grant	--	254	--	--							
4765--Osborne Landscape Interns	--	1,384	--	--							
4766--Verde Valley Sch. Grant	--	300	--	--							
4767--Stage Production Grant	--	575	--	--							
4768--Tele Van Media Contract	.06	1,610	--	--							
TOTAL	89.24	822,447	87.7	854,082	721,845	145,227	55,083	15,006	83,454	(133,100)	10,875

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PROGRAM/BUDGET	1976-77		1977-78		B	C	E	G	J	L	T	R/P
	FTE STAFF	AMOUNT	FTE STAFF	AMOUNT	SALARIES & WAGES	PERSONAL SERVICE CONTRACTS	GOODS & SERVICES	TRAVEL	EQUIPMENT	EMPLOYEE BENEFITS	TRANSFER OF CHARGES	CAPITAL/DEBT SERVICE
SERVICE OPERATIONS												
5000--Motor Pool	1.46	4,476	1.50	(3,700)	20,869	--	32,242	--	26,450	4,904	(88,165)	--
5010--Parking	1.96	--	2.12	(2,516)	18,384	--	2,193	1,804	--	4,199	(29,096)	--
5020--Postage Stores	--	--	--	--	--	--	175	--	--	--	(175)	--
5021--Campus Stores	.73	--	.53	--	4,293	--	61,832	--	2,958	887	(70,000)	--
5022--Sales Tax Stores	--	336	--	336	--	--	336	--	--	--	--	--
5023--Science Stores	--	--	--	--	--	--	16,000	--	--	--	(16,000)	--
5025--Set & Model Shop	--	--	--	--	--	--	6,000	--	--	--	(6,000)	--
5030--Printing Services	--	--	2.50	--	25,430	--	40,037	342	--	4,533	(70,342)	--
5035--Duplicating	--	--	--	--	--	--	33,750	--	--	--	(33,750)	--
5046--Library Media Repair	--	734	--	4,500	--	--	4,500	--	--	--	--	--
5032--Graphics	--	--	1.42	--	14,577	--	10,991	280	--	2,590	(28,438)	--
5037--Word Processing Ctr.	--	--	2.50	--	25,335	--	3,195	120	--	3,863	(32,513)	--
5039--Sales Tax Printing	--	283	--	285	--	--	285	--	--	--	--	--
5045--Office Machines Repair	.93	4,500	1.00	--	14,671	--	3,114	150	6,731	2,934	(27,600)	--
PROGRAM 15 TOTAL	5.08	10,329	11.57	(1,095)	123,559	--	214,650	2,696	36,169	23,910	(402,079)	--
.16 - AUXILIARY SERVICES												
7000--Housing-General Operations	8.58	266,446	10.71	282,291	101,961	1,000	41,189	1,215	4,151	17,376	--	115,399
7010--Student Residential Center	2.18	114,736	1.67	107,067	9,966	--	57,160	--	16,250	1,191	--	22,500
7092--Housing Conference Activity	1.31	13,620	1.68	12,500	10,000	--	2,500	--	--	--	--	--
SUBTOTAL	12.07	394,802	14.06	401,858	121,927	1,000	100,849	1,215	20,401	18,569	--	137,899
7210--Bookstore-Gen Ops	6.24	79,947	6.01	95,051	61,424	--	15,832	600	1,632	15,563	--	--
7211--Bookstore-Textbooks	--	129,313	--	141,349	--	--	141,349	--	--	--	--	--
7212--Bookstore-Ref Books	--	27,322	--	28,542	--	--	28,542	--	--	--	--	--
7213--Bookstore-Supplies	--	39,917	--	42,600	--	--	42,600	--	--	--	--	--
7214--Bookstore-Drugs & Sun	--	19,730	--	20,732	--	--	20,732	--	--	--	--	--
7215--Bookstore-Gifts	--	4,668	--	6,816	--	--	6,816	--	--	--	--	--
7216--Bookstore-Clothing	--	7,754	--	8,520	--	--	8,520	--	--	--	--	--
SUBTOTAL	6.24	308,651	6.01	343,610	61,424	--	600	1,623	15,563	--	--	--
-Food Service	--	121,005	.85	159,856	11,176	--	139,296	--	6,912	2,472	--	--
-Conferences Admin.	.34	9,156	.34	8,925	6,855	--	500	300	--	1,270	--	--
--Conf. Billable Exp.	--	9,834	--	14,750	--	--	14,750	--	--	--	--	--
7203--Sales Tax Conferences	--	2,930	--	2,930	--	--	2,930	--	--	--	--	--
7204--Sales Tax Food Serv.	--	1,972	--	1,975	--	--	1,975	--	--	--	--	--
7200--Sales Tax Bookstore	--	17,506	--	17,506	--	--	17,506	--	--	--	--	--
7201--Sales Tax Housing	--	262	--	262	--	--	262	--	--	--	--	--

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SALARIES & WAGES GOODS & SERVICES TRAVEL EQUIP- MENT EMPLOYEE BENEFITS CAPITAL OUTLAYS RESERVES											
1976-77 1977-78											
PROGRAM/BUDGET FTE STAFF AMOUNT FTE STAFF AMOUNT											
AUXILIARY SERVICES											
6000	S & A Discret. Fund	--	8,816	--	20,000	--	--	--	--	--	20,000
6001	Director's Reserve	--	5,000	--	5,000	--	--	--	--	--	5,000
6010	CRC Operation Support	8.83	66,186	9.40	82,624	70,668	4,600	165	--	7,191	--
6011	Equipment Issue	1.33	15,194	2.56	17,771	15,179	1,530	--	--	1,062	--
6012	Recreational Sports	.47	4,072	--	1,297	--	1,297	--	--	--	--
6013	Women's Sports	--	157	--	--	--	--	--	--	--	--
6029	Soccer Club	--	970	--	--	--	--	--	--	--	--
6030	Leisure Ed. Wksp.	1.96	14,914	2.87	32,413	20,180	9,834	250	--	2,149	--
6031	Geoduck Yacht Club	.08	1,665	--	--	--	--	--	--	--	--
6032	Folkdance	--	335	--	320	--	320	--	--	--	--
6033	TESC Men's Basketball	--	580	--	--	--	--	--	--	--	--
6034	River Rats	--	1,820	--	--	--	--	--	--	--	--
6045	Driftwood Day Care Ctr	.37	6,272	.37	8,038	5,520	1,367	--	--	1,151	--
6047	Women's Clinic	.91	14,314	.91	12,275	6,537	4,917	--	--	821	--
6050	Activities Building	--	82,039	1.70	85,116	17,780	36,867	--	10,380	4,089	16,000
6051	CAB Operation Support	3.54	45,261	2.34	39,052	29,104	5,668	50	--	4,230	--
6052	Bus System	.24	13,482	1.06	21,623	7,059	8,002	6,068	--	494	--
6053	KAOS FM Radio	1.74	28,363	1.99	28,263	19,247	5,827	--	200	2,989	--
6054	TESC Newspaper	1.33	29,455	1.60	29,892	10,034	18,406	750	--	702	--
6056	S & A Board Operation	.58	5,164	.58	4,664	3,938	450	--	--	276	--
6059	Friday Night Films	--	8,790	--	8,455	--	8,455	--	--	--	--
6060	Gig Commission	--	2,116	--	--	--	--	--	--	--	--
6061	MEChA	--	3,950	--	--	--	--	--	--	--	--
6062	Theatre/Dance	--	1,974	--	--	--	--	--	--	--	--
6063	Ujamaa	.22	3,415	.17	3,154	966	1,620	500	--	68	--
6064	Asian Coalition	.22	3,092	.22	2,786	1,348	1,019	325	--	94	--
6065	NASA	.22	6,734	.47	7,250	2,818	3,134	1,100	--	198	--
6067	Gay Resource Center	.22	3,768	.24	3,631	1,496	1,980	50	--	105	--
6068	Chamber Sngrs/Jazz Ens	--	1,180	--	--	--	--	--	--	--	--
6069	Faith Center	.14	1,348	.14	1,199	840	300	--	--	59	--
6070	Coffee House	.02	1,000	.05	1,556	277	1,260	--	--	19	--
6071	Duck house	.11	3,837	.50	5,226	3,070	1,941	--	--	215	--
6072	3rd Wld. Bicent. Forum	--	1,297	--	--	--	--	--	--	--	--
6073	Men's Center	.22	2,157	--	375	--	375	--	--	--	--
6074	Women's Center	.06	7,752	.56	6,124	3,469	2,555	100	--	--	--
6075	EPIC	.16	5,573	.22	5,541	1,278	4,173	--	--	90	--
6076	Envirn. Resource Ctr.	--	1,530	--	--	--	--	--	--	--	--
6077	3rd Wld. Women's Orgnz	--	42	--	1,954	--	1,354	600	--	--	--
6078	Self Help Legal Assist	.50	4,387	.43	3,416	2,784	437	--	--	195	--
6082	Bicycle Shop	.22	1,786	.21	1,660	1,411	150	--	--	99	--
6083	CHAI	--	23	--	--	--	--	--	--	--	--
6085	Center for Lit in Perf	--	2,726	--	--	--	--	--	--	--	--
6086	Counseling	--	3,767	--	--	--	--	--	--	--	--
6087	Career Plan/Place/Job	--	1,000	--	1,500	--	1,500	--	--	--	--
6088	Women's Softball	--	450	--	--	--	--	--	--	--	--
6089	Women's Soccer	--	625	--	--	--	--	--	--	--	--
6090	Mt. Climbing Club	.16	1,819	--	--	--	--	--	--	--	--
6091	Women's Basketball	--	660	--	--	--	--	--	--	--	--
6092	Organic Farm	--	2,475	--	1,675	--	1,675	--	--	--	--
6093	Press	--	2,051	.38	7,367	2,293	4,538	--	375	161	--
60xx	Ex-offenders Coalitn.	--	--	.22	2,141	1,305	745	--	--	91	--
6000	Reserves for CWS Match	--	--	--	--	--	--	--	--	--	--
	CWS - Recreation-4472	--	3,363	--	--	--	--	--	--	--	--
	CWS - Activities-4473	--	3,532	--	--	--	--	--	--	--	--
	CWS - Leisure Ed-4474	--	752	--	--	--	--	--	--	--	--
	CWS - Day Care -4475	--	1,673	--	--	--	--	--	--	--	--
6xxx	Bldg. Design	--	--	--	20,000	--	--	--	--	--	20,000
SUBTOTAL		23.85	434,703	29.19	473,358	228,601	136,296	9,358	10,955	26,548	45,000

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THE EVERGREEN STATE COLLEGE
College Activities Fund (522)
Sources and Applications Statement
For Fiscal Year Ending June 30, 1977

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SOURCES OF FUNDS:

Estimated Revenue for FY77:

Service & Activities Fees	\$410,478
Less: Funds for Emergency Loans*	<u>8,847</u>

Available Revenue from S & A Fees	\$401,631
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Other Revenue from Operations:

Bldg. Space Rental	2,864
Equipment Rentals	1,500
Supplies & Services	4,500
Ticket Sales	17,023
Supplies & Materials	2,200
Day Care Services	2,680
Leisure Education	10,000
Advertising Services	10,000
Publications	800
CRC Use Fee	20,000
Repair Fees	<u>160</u>

Total Revenue	<u>\$473,358</u>
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Total Funds Available for Allocation	<u>473,358</u>
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APPLICATIONS OF FUNDS:

Total FY77 Allocations	473,358
------------------------	---------

*Considered as revenue in Fund 849-01, Program 170.

THE EVERGREEN STATE COLLEGE MOTOR POOL
Pro Forma Income Statement

	<u>1976-77</u>	<u>1977-78</u>
Rental Revenue	\$78,643	\$88,168
Other Revenue	5,570	5,894
Cost of Sales		
Beginning Inventory	\$ 4,591	\$ 4,600
+Purchases	25,204	30,661
-Ending Inventory	<u>(4,600)</u>	<u>(4,866)</u>
Net Cost of Sales	25,195	30,395
Gross Profit from Sales	59,018	63,667
Operating Expenses	<u>52,055</u>	<u>53,807</u>
Net Income	\$ 6,963	\$ 9,860

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THE EVERGREEN STATE COLLEGE MOTOR POOL

Pro Forma Balance Sheet

Assets	1976-77	1977-78
Current assets		
Cash		\$ 725
Operating	\$ (2,976)	8,285
Repair & Replacement	3,941	
Investments		140,000
Repair & Replacement	120,000	
Inventory	4,600	4,866
Total Current Assets	\$125,565	\$153,876
Fixed assets		
Vehicles	107,531	89,080
Total Assets	<u>\$233,096</u>	<u>\$242,956</u>
Liabilities and Equities		
Equities		
Repair & Replacement		\$142,391
Transfers	\$118,371	
Repair & Replacement		5,894
Current Income	5,570	
Total Repair and		\$148,285
Replacement Reserve	\$123,941	
Operating Equities	\$107,762	\$ 90,705
Current		
Operating Income	1,393	3,966
Total Operating Equities	<u>\$109,155</u>	<u>\$ 94,671</u>
Total Liabilities and Equities	<u>\$233,096</u>	<u>\$242,956</u>

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THE EVERGREEN STATE COLLEGE BOOKSTORE
Pro Forma Income Statement

	<u>1976-77</u>	<u>1977-78</u>
Sales	\$340,000	\$355,000
Cost of Sales		
Beginning Inventory	\$ 70,000	\$ 61,000
+Purchases	219,514	237,910
-Ending Inventory	<u>(61,000)</u>	<u>(65,000)</u>
Net Cost of Sales	<u>228,514</u>	<u>233,910</u>
Gross Profit	111,486	121,090
Operating Expenses	<u>88,450</u>	<u>105,702</u>
Net Income	<u>\$ 23,036</u>	<u>\$ 15,388</u>

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THE EVERGREEN STATE COLLEGE BOOKSTORE
Pro Forma Balance Sheet

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Assets

1976-77

1977-78

Current assets

Cash operating

\$(25,000)

\$(14,244)

Cash repair & replacement

15,20716,839

Total Cash in Bank

\$(9,793)

\$ 2,595

Receivables

31,000

30,000

Inventory

61,00065,000

Total Current Assets

\$82,207\$97,595

Liabilities and Equities

Current liabilities

\$15,000

\$15,000

Equities

Repair and replacement

15,207

16,839

reserves

Operating equities

28,964

50,368

Current income

23,03615,388

Total Operating Equities

52,00065,756

Total Liabilities and Equities

\$82,207\$97,595

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THE EVERGREEN STATE COLLEGE HOUSING

Pro Forma Income Statement

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	<u>1976-77</u>	<u>1977-78</u>
Revenue		
Rental Revenue	\$384,477	\$430,122
Other Revenue	<u>11,800</u>	<u>12,800</u>
Total Revenue	\$396,277	\$442,922
Expenses		
Salaries & Wages	117,246	121,927
Personal Service Contracts	1,300	1,000
Goods and Services	96,260	100,849
Travel	1,312	1,215
Depreciation	32,570	33,394
Employee Benefits	13,019	18,567
Interest expense	<u>29,049</u>	<u>25,621</u>
Total Expenses	<u>290,756</u>	<u>302,573</u>
Income before Transfer	105,521	140,349
Mandatory Transfer		
Debt Service	82,500	87,500

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THE EVERGREEN STATE COLLEGE HOUSING
Pro Forma Balance Sheet

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Assets	1976-77	1977-78
Current Assets		
Cash	\$ 7,339	\$ 43,403
Receivables	22,866	22,866
Repair and Replacement	<u>164,747</u>	<u>214,926</u>
Total Current Assets	\$194,952	\$281,195
Fixed Assets		
Buildings	\$333,611	\$312,160
Other Structures	302,251	302,250
Machinery & Equipment	<u>44,706</u>	<u>32,764</u>
Total Fixed Assets	\$680,568	\$647,174
TOTAL ASSETS	<u>\$875,520</u>	<u>\$928,369</u>
Liabilities and Equities		
Current Liabilities	\$ 11,000	\$ 11,000
Long Term Liabilities	<u>422,500</u>	<u>335,000</u>
Total Liabilities	\$433,500	\$346,000
Equities		
Repair & Replacement Reserves	\$160,747	\$209,926
Repair & Replacement Income	<u>4,000</u>	<u>5,000</u>
Total Repair & Replacement	\$164,747	\$214,926
Operating Equities	\$175,752	\$232,094
Current Income	<u>101,521</u>	<u>135,349</u>
Total Operating Equities	<u>\$277,273</u>	<u>\$367,443</u>
TOTAL LIABILITIES AND EQUITIES	<u>\$875,520</u>	<u>\$928,369</u>

00239

AGREEMENT BETWEEN THE EVERGREEN STATE COLLEGE
and
THURSTON COUNTY FIRE DISTRICT NO. 9
(INTERLOCAL COOPERATION ACT AGREEMENT)

THIS AGREEMENT, made and entered into this first day of July, 1977 by and between THE EVERGREEN STATE COLLEGE, Olympia, Washington, hereinafter referred to as the "College" and THURSTON COUNTY FIRE DISTRICT NO. 9, Thurston County, Washington, hereinafter referred to as the "District",

WITNESSETH:

WHEREAS, the College desires to engage the District, because of its professional capabilities and experience in fire protection and the location of the College therein, to provide fire protection services to the College; and

WHEREAS, The State of Washington has, through Chapter 24, Laws of 1969, provided for the contracting by state colleges for fire protection services:

NOW THEREFORE,

THE PARTIES HERETO do mutually agree as follows:

I. SCOPE OF SERVICE AND RESPONSIBILITIES OF THE DISTRICT

The District shall:

1. Provide professional personnel employed by the District to organize, supervise and operate a fire protection service on the campus of the College, staffed by a full-time firefighter and/or officer twenty-four hours per day.
2. Provide satisfactory training in fire protection as required by the State Board of Vocational Education Fire Training Program and first aid to volunteer firefighters assigned to protect the College.
3. Inspect and test College building fire protection facilities and equipment as required.
4. Cooperate with officials of the College in all aspects of fire protection.
5. Make reports and recommendations to the College concerning fire protection.
6. Provide back-up facilities and personnel as required to assist in response to fire alarms.
7. Enter into or extend mutual aid agreements with the fire departments of Olympia and Tumwater and other fire protection districts for the protection of the College.
8. Select, properly train as noted in item 2 above, supervise and compensate ten students from the College to act as firefighters for the District.

9. The District will provide to the students from the College who serve as firefighters for the District pursuant to the terms of the above-stated agreement, while on duty and in lieu of compensation, necessary meals not exceeding three meals per firefighter per day. If the District at any time for any reason cannot supply such meal service, the District will make an equivalent cash reimbursement to each such firefighter for his actual and necessary cost of said meal, at the rate of food service supplied on the campus of the College.
10. The District will continue to cause said meals to be furnished through the facilities of the College whenever possible, and will pay for said service at the regularly established rates charged by the College for such food service furnished to students, up to a maximum total of nineteen such meals per week for all such student firefighters.
11. Provide normal operation and maintenance of College fire protection equipment used by the District.
12. Provide properly trained personnel and supplies to operate the College owned Medic I vehicle.
13. Agrees not to charge fees to students, faculty or staff of The Evergreen State College. (This applies to faculty and staff during normal working hours only.)
14. Agrees to operate in accordance with the Human Rights Policy of The Evergreen State College.

II. SCOPE OF SERVICE AND RESPONSIBILITIES OF THE COLLEGE

The College shall:

1. Provide office, living and equipment storage space for District operations on the College campus.
2. Provide tools, materials, clothing and miscellaneous equipment for District fire protection of the College.
3. Provide major repairs to fire equipment and apparatus on campus.
4. Provide College alarm and buildings protection systems as needed.
5. Provide transportation and travel within Thurston County for business related to College fire protection.
6. Provide travel outside the Thurston County for business related to College fire protection when prior written approval is obtained from the College Director of Facilities.
7. Cooperate with officials of the District in all aspects of fire protection.

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fire protection.

9. Provide and maintain a Medic I van stationed on the campus for use at the College and as a part of the total Medic I system.

III. COMPENSATION

In consideration of the District's performance of the scope of service and responsibilities,

- A. The College agrees to pay the District \$100,611.67 for the period beginning the effective date of this agreement and ending June 30, 1978, and \$107,452.23 for the year beginning July 1, 1978 and ending June 30, 1979, for the following:
 1. Fire equipment and apparatus.
 2. Compensation of and benefits for full-time District firefighters assigned to the College, or any increases in cost of living.
 3. Compensation of and benefits for volunteer firefighters.
 4. One-third of the Fire Chief's salary.
 5. Travel in accordance with Section II, paragraphs 5 and 6 above.
- B. Expenses incurred by the District in performance of its responsibilities shall be paid for each period specified in A above, at the beginning of the respective period. Detailed description of expenses incurred shall be submitted each quarter by the District to the College.

IV. TERMINATION

It is mutually agreed that this agreement may be terminated by either party upon giving thirty days' notice in writing to the other party, but in any event, this agreement shall terminate automatically on June 30, 1979, but may be extended by mutual agreement. If the contract is terminated for any reason prior to June 30, 1979,

1. All reports and data gathered and equipment purchased by the District under this contract prior to termination shall, at the option of the College, become the property of the College, and
2. The District shall return to the College the balance of unexpended funds paid to it under Section III, above.

V. STATUS OF THE COLLEGE AND THE DISTRICT

The College and the District shall each perform all services and carry out responsibilities under the terms of this agreement as independent agencies and neither shall by virtue of this agreement be considered an agent or agency of the other.

VI. JOINT BOARD FOR ADMINISTRATION

College and the District shall each designate one person, each of which then shall constitute the joint board for implementation and proper administration of this agreement and the accomplishment of the purposes set forth herein.

VII. VERBAL AGREEMENTS

It is mutually agreed and understood that no alteration or variation of the terms of this agreement shall be valid unless made in writing and signed by the parties thereto and that no oral understandings or agreements not incorporated herein, or no alterations or variations of the terms hereof, unless made in writing between the parties hereto, shall be binding.

IN WITNESS WHEREOF, The College and the District have executed this agreement on this day of , 1977.

Leon E. Duval

Commissioner, Thurston County Fire Dist. #9

G. J. R. R. R.

Commissioner, Thurston County Fire Dist. #9

Mr. Shuman

Commissioner, Thurston County Fire Dist. #9

H. P. R. R. R.

Chairman, Board of Trustees
The Evergreen State College

Attest:

Rita B. Grace

Approved as to Form
Richard M. Moulton
Asst. Atty. Gen. 6-30-77

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Name	Position	Present Range	Present Monthly Salary	Present Monthly Salary + 3%	Merit Recommended Step	Recommended Monthly Sal. ***
Aikin, John	Director, Computer Services	13 C	\$ 1,990	\$ 2,050	13 E	\$ 2,145
Allen, Walker	Registrar	10 M	1,855	1,910	10 O	1,990
Annis, Judy	Director, Information Serv.	9 A	1,330	1,370	9 D	1,470
Brown, Jovana	Dean of Library Services (Faculty Scale)		2,277	2,337**	NA	2,337
Carnahan, David	Assoc. Dean Library Serv.	11 L	1,995	2,055	11 N	2,125
Chun, Georgette	Acting Finan. Aid Counselor	7 A	1,125	1,160	7 B	1,185
Clabaugh, Dean	Admin. Vice President	16 F	2,790	2,875	16 H	2,995
Cooley, Barbara	Dir. of Cooperative Education	10 B	1,490	1,535	10 B	1,535
Cooper, Rita	Director of Personnel	9 O*	1,760	1,815	9 O	1,815
Doerksen, Arnold	Director of General Services	10 E	1,590	1,640	10 G	1,705
Eldridge, Lester	Assistant to President	11 I	1,880	1,935	11 L	2,055
Evans, Daniel	President					
Feeney, Suzanne	Director of Development	12 E	1,905	1,960	12 G	2,035
Grace, Rita	Admin. Asst. to President	7 E	1,225	1,260	7 H	1,345
(Hayes,--Michelle)	Career Counselling Spec.	8 A	1,220	1,255	8 A	1,255
(Hem,--George)	Coord. of Counseling	11 F	1,775	1,830	11 F	1,830
Humphreys, Will	Academic Dean	14 J	2,515	2,590	14 L	2,690
(Jacob,--Jean)	Admin. Asst. to Provost	6 H	1,200	1,235	6 J	1,295
Jacob, Ken	Housing Manager	Classified		1,880	10 O	1,990
Jones, Rindetta	Affirmative Action Officer	10 E	1,590	1,640	10 G	1,705
(Karras,--Maureen)	Coord. of External Credit	6 A	1,035	1,065	7 C	1,215
Kormondy, Edward	Vice President & Provost	16 I	2,970	3,060	16 K	3,185
Lewis, Mary Ellen	Admissions Counselor	7 A	1,125	1,160	7 C	1,215
Martin, Gail	Coord. of Placement	9 E	1,455	1,500	9 G	1,560
Matheny-White, Pat	Coord. of Technical Services	10 A	1,455	1,500	10 C	1,575
Mc Carty, Doris	Bookstore Manager	10 E	1,590	1,640	10 G	1,705
Moorehead, Mary	Coord. of Academic Information	8 A	1,220	1,255	8 C	1,320
Motley, Frank	Head of Reference Services	9 E	1,455	1,500	9 G	1,560
Parson, Willie	Academic Dean	14 J	2,515	2,590	14 L	2,690
Reid, Doris	Admin. Secy. to V.P.'s	6 I	1,225	1,260	6 K	1,315
Richter, Steve	Coord. of Veterans Services	6 A	1,035	1,065	7 B	1,185
Rickerson, George	Cataloging Librarian	8 E	1,330	1,370	8 G	1,430
Robinson, William	Budget Officer	10 C	1,530	1,575	10 F	1,675

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		Present Range	Present Monthly Salary	Present Monthly Salary + 3%	Merit Recommended Step	Monthly Sal. ***
Smith, Mc Donald	Security Chief	9 B	1,360	1,400	9 C	1,435
Smith, Susan	Coord. of User Services	10 D	1,560	1,605	10 F	1,675
{Sparks, Pat}	Admissions Counsellor	7 A	1,125	1,160	7 A	1,160
Steilberg, Pete	Dir. of Rec. & Campus Activities	10 G	1,655	1,705	10 H	1,740
Stenberg, Larry	Dean of Enrollment Services	13 I	2,250	2,315	13 K	2,410
Stilson, Malcom	Ref. and Periodical Librarian	8 O*	1,610	1,660	8 O	1,660
Strecker, Robert	Director of Facilities	13 H	2,210	2,275	13 J	2,370
Thomas, Ernest	Dir., Third World Coalition	9 C	1,395	1,435	9 E	1,500
Thomas, Laura	Act. Dir. of Financial Aid	9 C	1,395	1,435	9 D	1,470
Vermillion, Greg	Dir. of Admissions	10 F	1,625	1,675	10 H	1,740
Winkley, Ken	Business Manager	13 J	2,300	2,370	13 L	2,455

* Top of Scale

** Faculty Scale: 2.6 % Increase

*** Full-time rate; to be multiplied by
percent time contracted for.

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THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 77-4

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
PROVIDING FOR THE COLLEGE'S ORGANIZATIONAL TABLE
AND THE METHOD FOR ITS CHANGE

The organizational table of The Evergreen State College as of the date of this resolution provides for a President, a Vice President and Provost, and an Administrative Vice President, with the following exempt administrative positions reporting directly thereto: To the President (in addition to the Vice Presidents), an Administrative Assistant, an Assistant to the President, and an Affirmative Action Officer; to the Vice President and Provost, an Administrative Secretary, an Administrative Assistant, two Academic Deans, a Director of Cooperative Education, a Director of the Third World Coalition, and a Dean of Library Services; to the Administrative Vice President, an Administrative Secretary, a Director of Information Services and Publications, a Budget Officer, a Director of Development, a Director of Facilities, a Director of Personnel, a Director of Recreation and Campus Activities, a Business Manager, a Director of Computer Services, and a Dean of Enrollment Services.

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

Adopted by the Board of Trustees
July 20, 1977

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 77-5

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
EXPRESSING GRATITUDE AND BEST WISHES TO
RAYMOND MEREDITH UPON HIS RETIREMENT FROM THE BOARD

WHEREAS, Raymond Meredith was appointed by the Governor of the State of Washington Trustee of The Evergreen State College on April 5, 1976;

AND WHEREAS, Raymond Meredith served as Vice-Chairman of The Evergreen State College Board of Trustees;

AND WHEREAS, Raymond Meredith contributed significantly to the development of The Evergreen State College during his brief term on the Board of Trustees;

AND WHEREAS, Raymond Meredith has given selflessly of his time in deciding matters of policy, advising members of the staff, and forging a valuable link between The Evergreen State College and the Olympia-Lacey-Tumwater community:

THEREFORE BE IT RESOLVED, That the Board of Trustees of The Evergreen State College express to Raymond Meredith the Board's and the College's gratitude and best wishes.

Daniel J. Evans, President

Herbert D. Hadley, Trustee

Halvor M. Halvorson, Trustee

Robert J. Flowers, Trustee

Janet P. Holmes, Trustee

Dated this twentieth day of July
nineteen hundred and seventy-seven

THE EVERGREEN STATE COLLEGE
Olympia, Washington