

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

Wednesday, October 10, 1984
Clark College
Vancouver, Washington

Trustees Present: Herbert Gelman
Thelma A. Jackson
George E. Mante
William T. Robinson

Absent: Jane B. Sylvester

Staff Present: Virginia Darney, Director, TESC Vancouver
Rita Grace, Administrative Assistant to the President
Stan Marshburn, Assistant to the President
Richard Schwartz, Acting President
Barbara Smith, Academic Dean
Susan Washburn, Director of College Relations and
Development
Karen Wynkoop, Acting Vice President for Business

Others Attending: Elese Claussen, Student, S & A Coordinator for Vancouver
Richard Montecucco, Senior Assistant Attorney General
Michael Zuzel, Columbian

Chairman Gelman called the meeting to order at 1:30 p.m. and introduced Michael Zuzel, reporter from the Columbian, and Elese Claussen, student S & A coordinator for the Vancouver campus.

PRELIMINARY PLANS FOR VANCOUVER BUILDING - Action

Virginia Darney reviewed location and plans for the 14,300 square foot building to be built on Clark College's campus (at a cost of \$1.5 million) for Evergreen's Vancouver program. The building is expected to be completed by fall, 1985 and will accommodate 250 students in addition to faculty and administrative offices, a lounge, a computer room, a library processing room, a study room, and a faculty seminar room. Space will be shared with Clark College when not in use by Evergreen.

Motion
84-48

Mrs. Jackson moved endorsement of arrangements for construction and then occupation of the building being built on Clark College's campus with the hope that work can move ahead with all deliberate speed in order for Evergreen to be able to occupy the building in fall of 1985. Seconded by Mr. Mante and passed.

RESOLUTIONS REFLECTING ORGANIZATIONAL CHANGE - Action

Acting President Schwartz reviewed resolutions which have been revised to reflect current organization and personnel. In response to a question from Chairman Gelman concerning the organizational chart, Sue Washburn explained that CPJ and KAOS advisors report to the Dean of Student and Enrollment Services. The S & A Coordinator reports to the Coordinator of Student Activities.

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Motion
84-49

Mr. Mante moved approval of the following resolutions (attached) which replace individual names with position titles and reflect current organization:

Resolution 2-84, providing for the college's organizational table and method for its change;
Resolution 3-84, authorizing certain individuals by appointment to approve certain interfund loans;
Resolution 4-84, authorizing certain individuals by appointment to enter into purchasing contracts;
Resolution 5-84, designating appointing authorities for employment purposes;
Resolution 6-84, providing for the exemption of certain personnel from classified service.

Seconded by Mrs. Jackson and passed.

APPROVAL OF MINUTES - Action

Trustee Robinson identified a correction to the last paragraph on page 2 of the minutes as submitted.

Motion
84-50

Mr. Robinson moved approval of the minutes of the September 20, 1984 meeting as corrected. Seconded by Mr. Mante and passed.

RECONSIDERATION OF PRESIDENTIAL SALARY - Action

Acting President Schwartz requested that Trustees table or rescind the action taken on his salary at the August, 1984 meeting until the uncertainty of funding the faculty and staff January pay raises is settled. Chairman Gelman added that because the last meeting was a special meeting, no action could be taken on this issue.

Motion
84-51

Mr. Gelman moved to rescind motion 84-44 in light of the uncertainty surrounding the possible budgetary appropriations coming from the Office of Financial Management. Seconded by Mrs. Jackson and passed.

LEGISLATIVE GOALS - Policy Discussion

Stan Marshburn informed Trustees that the 1985-87 agency budget requests exceed current level revenues by \$1.5 billion. He identified initiatives contained in the college's budget request as high priorities for the next legislative session (increased support for the Vancouver program; model education program; improved professional development opportunities; Pacific Rim emphasis on campus; increased support for equipment, including advanced computer resources). He also identified a number of issues which may receive legislative attention which will affect Evergreen and added that until these issues actually surface as legislative proposals, specific positions cannot be taken.

In response to a question from Trustee Jackson, Mr. Marshburn indicated that a final report will be prepared by the Temporary Committee on Educational Policies, Structure and Management, following public input. The Commission

will submit legislation in January for implementation of the recommendations they develop. Trustee Jackson asked if it were possible to develop a synopsis of these various issue areas with particular emphasis on potential impact on Evergreen. Trustee Mante raised the issue of capital funding. Acting President Schwartz felt that Evergreen's best chance for funding for the capital request items would be through a statewide bond issue.

Mr. Marshburn discussed the Council of Presidents' reaction to the report of the Temporary Committee and also reviewed the issue of off-campus programs. Chairman Gelman added that he was pursuing interest in a meeting of the chairmen of the Boards of Trustees and Regents regarding Trustee/Regent views on governance. Trustee Jackson endorsed Evergreen taking the lead on this issue. Chairman Gelman wondered about a joint Trustees response to the 3609 questionnaire. Trustees agreed to discuss as part of the next Trustee conference call with Mr. Marshburn providing an analysis. Trustee Jackson suggested that Trustees discuss at the November meeting potential legislative plans.

VA TUITION WAIVER - Policy Discussion

Acting President Schwartz reviewed the first request for a tuition waiver for a veteran for winter and spring quarters of 1985 based on the policy approved by the Board in October, 1983. Trustee Robinson questioned whether meeting academic progress requirements ought to be one of the criteria for eligibility for the policy for tuition waiver for veterans.

VANCOUVER BUDGET - Policy Discussion

Stan Marshburn reviewed the 1985-87 biennium budget request for the Vancouver program (Vancouver administrative support; faculty; off-campus library support; and microwave programming, for a total added request of \$448,000).

PRESIDENT'S REPORT

Interim Reaccreditation Report

Barbara Smith briefly reviewed the recommendations contained in the 1979 accreditation report and the college's progress on those issues. She communicated the sense of pride people felt as they reflected on the last five years. Chairman Gelman added that faculty and staff should be complimented on these accomplishments.

Admissions Statistics/Tenth Day Enrollment

Sue Washburn announced the highest headcount enrollment in the history of the college was achieved this fall with 2,823 students, and conveyed Steve Hunter's projection for an annual average of 2,420 FTE students. The college will enforce deadlines for winter and spring quarters. She highlighted tenth day enrollment statistics.

Board Chairman Report

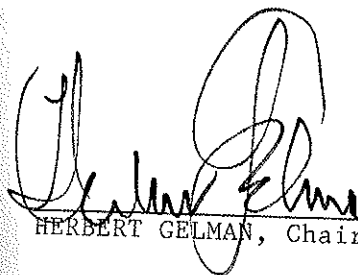
Chairman Gelman mentioned that the presidential search is on target; it is hoped that the president will be selected by the first or second

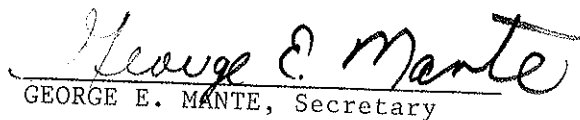
week of December. Trustees Jackson and Mante gave a joint report on the Association of Governing Boards meeting they attended in Washington, D. C. The overall focus of the conference dealt with the presidency. One of the suggestions coming out of the conference was to videotape areas of deferred maintenance--Trustee Mante suggested Evergreen might want to do something of this nature for the next legislative session. Trustees also had the opportunity to co-host with Senator Evans a reception for alumni, parents and friends of Evergreen in the DC area.

DATE OF NEXT MEETING AND ADJOURNMENT

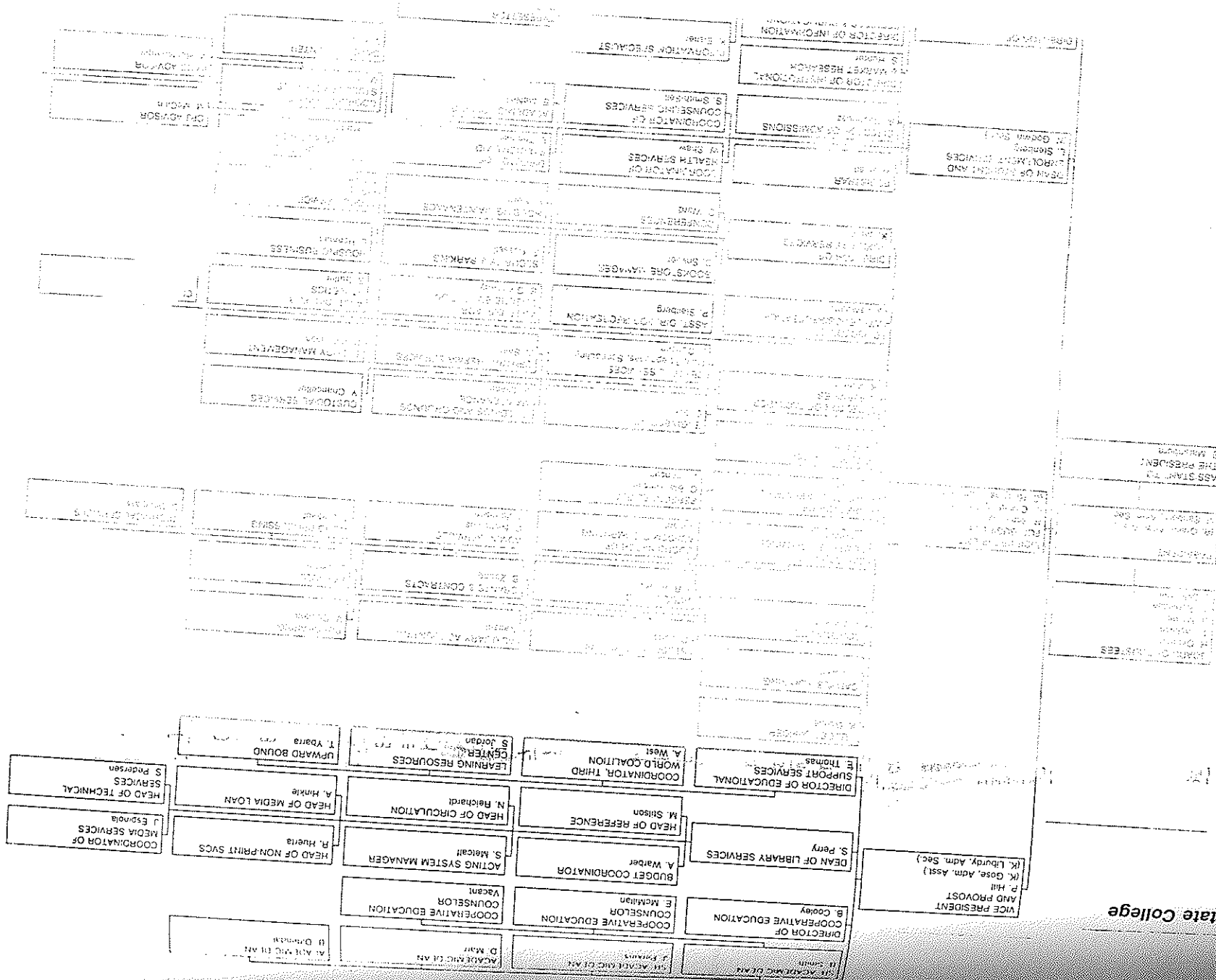
The date of the next meeting was set for Wednesday, November 14, 1984.

The meeting adjourned at 3:00 p.m.


HERBERT GELMAN, Chairman


GEORGE E. MANTE, Secretary

Attachments: (5)



THE EVERGREEN STATE COLLEGE

RESOLUTION NO. ((2-82)) 2-84

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 a Vice President for Business, with the following exempt administrative positions reporting directly thereto:

To the President (in addition to the Vice Presidents) - an Administrative Assistant, an Administrative Secretary, an Assistant to the President ((and Director of Community Relations)), a Dean of Student and Enrollment Services, a Director of College Relations and Development, and an Affirmative Action Officer;

To the Vice President and Provost - an Administrative Assistant, an Administrative Secretary, two Academic Advisors, a Dean of Library Services, a Director of Cooperative Education, and a Director of Educational Support Services;

To the Vice President for Business - an Administrative Assistant, an Administrative Secretary, a Budget Officer, a Controller, a Director of Athletics and Recreation, a Director of Auxiliary Services, a Director of Computer Services, a Director of Employee Relations, and a Director of Facilities and Services. ((and an Executive Assistant))

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

((May-13, 1982)) Adopted by the Board of Trustees

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. ((5-82)) 3-84

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
AUTHORIZING CERTAIN INDIVIDUALS BY
APPOINTMENT TO APPROVE CERTAIN
INTERFUND LOANS

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

BE IT RESOLVED, By the Board of Trustees of The Evergreen State College that the following persons are hereby appointed to approve, on a week-to-week basis, loans from college unrestricted local funds to other college funds and accounts when necessary for the proper fiscal operations of The Evergreen State College:

((Daniel-J.-Evans;)) President
((Richard-Schwartz;)) Vice President for Business
((Karen-Wynkoop;)) Controller

Adopted by the Board of Trustees
((June-10, 1982))

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THE EVERGREEN STATE COLLEGE

RESOLUTION NO. 4-((83)) 84

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
AUTHORIZING CERTAIN INDIVIDUALS BY APPOINTMENT
TO ENTER INTO PURCHASING CONTRACTS ON BEHALF
OF THE EVERGREEN STATE COLLEGE

WHEREAS, The Board of Trustees of The Evergreen State College recognizes the need for the execution of purchasing contracts on a day-to-day basis; and

WHEREAS, it is necessary for the continued operation of the college that certain persons be appointed to approve and execute such purchasing contracts; and

WHEREAS, the Board at its monthly meetings will be able to review those purchasing contracts;

BE IT RESOLVED by the Board of Trustees of The Evergreen State College that the following persons are hereby appointed to approve and execute, on a day-to-day basis, purchasing contracts for The Evergreen State College:

President
Vice President for Business
Controller
Purchasing Manager
Bookstore Manager
Library - ((Head of Acquisition (Buyer))) Head of Technical Services

Adopted by the Board of Trustees
((July 14, 1983))

THE EVERGREEN STATE COLLEGE

RESOLUTION NO. ((2-83)) 5-84

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
DESIGNATING APPOINTING AUTHORITIES
FOR EMPLOYMENT PURPOSES

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

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

and

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

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

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

BE IT FURTHER RESOLVED, That under the provisions of Chapter 57, Laws of 1971, 1st Extraordinary Session, Sections 21 and 22, and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of The Evergreen State College designates those persons now holding or subsequently

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

BE IT FURTHER RESOLVED, That the following list shall constitute the presidentially designated positions to which the designation as "Appointing Authority" and the delegations of powers and duties set forth in this resolution are made:

President
Vice President and Provost
Vice President for Business
Academic Deans
Affirmative Action Officer
Assistant to the President
Bookstore Manager
Budget Officer
Controller
Coordinator of Career Planning
and Placement
Coordinator of Media Services
Dean of Student and Enrollment
Services
Dean of Library Services
Director of Admissions

Director of Athletics & Recreation
Director of Auxiliary Services
Director of College Relations and
Development
Director of Computer Services
Director of Cooperative Education
Director of Educational Support Programs
Director of Employee Relations
Director of Facilities and Services
Director of Financial Aid
((Executive-Assistant-to-the-Vice
President-for-Business))
Registrar
Security Chief

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

BE IT FURTHER RESOLVED, That all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of The Evergreen State College.

BE IT FINALLY RESOLVED, That prior to appointment to the positions of Vice President and Provost and Vice President for Business, the President shall confer with the Board of Trustees.

Adopted by the Board of Trustees

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THE EVERGREEN STATE COLLEGE

RESOLUTION NO. ((8-82)) 6-84

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE EVERGREEN STATE COLLEGE
PROVIDING FOR THE EXEMPTION OF CERTAIN PERSONNEL
FROM CLASSIFIED SERVICE

WHEREAS, Chapter 36, Laws of 1969, 1st Ex. Sess. (the State Higher Education Personnel Law) provides for exemption of certain categories of employees from the classified service:

NOW, THEREFORE, BE IT RESOLVED, that the following general criteria be, and hereby are, established for designation of categories of employees exempt from the classified service:

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

and

BE IT FURTHER RESOLVED, that employees in positions listed below be, and hereby are, exempt from the classified service; and

BE IT FINALLY RESOLVED, that intent, rather than the precise title of any position, shall govern in any interpretation of this resolution:

1. President
2. Vice Presidents:
 - a. Vice President and Provost
 - b. Vice President for Business
3. Deans and Directors responsible for instructional programs:
 - a. Academic Deans
 - b. Director of Cooperative Education
4. Members of the Instructional Faculty, include Adjunct Faculty members
5. Student Services and Counseling Positions:
 - a. Dean of Student and Enrollment Services
 - b. Director of Admissions
 - c. Director of Financial Aid
 - d. Director of Educational Support Programs
 - e. Director of Upward Bound
 - f. Education Coordinator, Upward Bound
 - g. Third World Coalition Coordinator
 - h. Coordinator of Reading Skills
 - i. Coordinator, Prior Learning Programs
 - j. Coordinator of Career Planning & Placement
 - k. Coordinator of Veteran's Affairs
 - l. Career Counseling Specialist

((Amended 1982)) Adopted by the Board of Trustees

- m. Admissions Counselors
- n. Financial Aid Counselors
- o. Cooperative Education Counselors
- p. Professional Counselor
- q. Registrar
- 6. Library and Audio-visual positions:
 - a. Dean of Library Services
 - b. Professional Librarians
- 7. Director of Computer Services
- 8. Institutional Research positions:
 - a. Director of Institutional Research
 - b. Grant and project directors and principal investigators
- 9. Development and Public Relations positions:
 - a. Director of College Relations and Development
 - b. Director of Information Services
 - c. Director of Development
- 10. Business and Financial Affairs positions:
 - a. Director of Facilities
 - b. Director of Employee Relations
 - c. Controller
 - d. ((Executive-Assistant-to-Vice-President-for-Business)) Budget Officer
 - e. Director of Auxiliary Services
 - f. Assistant Director of Advisory Services
 - g. Bookstore Manager
 - h. Director of Recreation and Athletics
- 11. Principal Assistants to Executive Heads of Major Academic or Administrative Units:
 - a. Assistant to the President ((and-Director-of-Community-Relations))
 - b. Affirmative Action ((Representative)) Officer
 - c. Education Outreach Coordinator
- 12. Confidential secretaries and personal assistants to the Board of Trustees, President, and Vice Presidents
- 13. Graduate teaching and research assistants
- 14. Part-time and temporary employees
- 15. Student employees

Approved by ((The-Evergreen-State-College)) Board of Trustees
((Board-of-Trustees))
((June-10,--1982))

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