

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

**Monday, June 22, 1987  
Daniel J. Evans Library  
Olympia, Washington**

**Trustees Attending:** Kay Boyd

Herbert Gelman  
Richard S. Page  
William T. Robinson  
David K. Y. Tang  
Allan M. Weinstein

**Absent:** George E. Mante

**Representatives  
to the Board  
Present:**

Lincoln Post, Student  
Susan Ramsauer, Staff  
Val Thorson, Alum

**Absent:** Don Finkel, Faculty

**Staff Present:**

Michael Beug, Academic Dean  
Keith Eisner, Information Specialist  
Kathleen Garcia, Staff Assistant in the President's Ofc  
Rita Grace, Administrative Assistant to the President  
Patrick Hill, Vice President and Provost  
Steve Hunter, Director of Research and Planning  
Ken Jacob, Director of Facilities  
Dan Leahy, Director of the Labor Center  
Jean MacGregor, Assistant Director for WASCIQUE  
Stan Marshburn, Assistant to the President  
Gail Martin, Vice President for Student Services  
Rudy Martin, Member of the Faculty  
Joseph Olander, President  
Ernest "Stone" Thomas, Dean of Student Development  
Steve Trotter, Budget Officer  
Sue Washburn, Vice President for Development and  
Administrative Services  
Ken Winkley, Associate VP for Administrative Services  
Karen Wynkoop, Assistant VP for Academic Budget and  
Financial Planning  
Bill Zaugg, Administrative Assistant for Budget  
See permanent roster for others attending

**Others Attending:** Karen Munro, National Faculty

**WORK SESSION:**

The work session was called to order at approximately 9:00 AM to review 1987-89 biennial budget enhancements. Enhancements to public service were discussed by Jean MacGregor for the **Washington Center** (\$200,000 each fiscal year provided solely for the Washington State Center for the Improvement of the Quality of Undergraduate Education); by Karen Munro and Rudy Martin for the **National Faculty** (\$150,000 per fiscal year provided for summer seminars

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in coordination with the National Faculty of Humanities, Arts and Sciences to improve the quality of teaching in high schools and community colleges); and by Dan Leahy for the Labor Center (\$100,000 each fiscal year provided with the stipulation that the College endeavor to obtain additional funds for the Labor Center from other non-state sources). President Olander reviewed 1987-89 biennium capital projects and the 1987-89 operating budget enhancements, mentioning salaries, enrollment growth, instructional support, equipment enhancement, plant maintenance and operations, and minority recruitment.

**PUBLIC MEETING:**

The special meeting was called to order by Chairman Page at 1:40 PM.

**PRESIDENT'S REPORT**

Chairman Page commended those involved in graduation planning.

President Olander thanked the Board for its active participation in the affairs of the College this past year and mentioned Val Thorson's election as President of the Alumni Association. He also discussed (1) Evergreen's selection as the site for the 1989 Olympic Academy conference and the efforts to permanently house the U. S. Olympic Academy in Olympia; (2) Evergreen's study abroad opportunities for students (spring 1988 in London and Kyoto and summer 1988 in Kyoto and Beijing) under the sponsorship of the American Institute for Foreign Study; and (3) the annual conference of the Society for Values in Higher Education on Evergreen's campus (a preliminary agenda will be sent to Trustees).

**APPROVAL OF MINUTES - Action**

**Motion** Mr. Gelman moved approval of the minutes of the April 8, 1987  
**87-13** meeting as disseminated. Seconded by Mr. Weinstein and passed.

**PUBLIC HEARING: PARKING REGULATION REVISIONS - Action**

The Board recessed into a public hearing for the purpose of approving parking regulation revisions (as previously reviewed by Trustees last April) to reflect current practices, to clarify and simplify procedures and to decrease fines for two violations. Ken Jacob mentioned that the two suggestions made by Trustees in April have been incorporated.

**Motion** Under Administrative Procedures Act requirements, Ms. Boyd  
**87-14** moved approval of revisions to the attached parking regulations, WAC 174-116-010 through -260. Seconded by Mr. Weinstein and passed.

**APPROVAL OF 1987-89 CURRENT LEVEL OPERATING BUDGET - Action**

Stone Thomas reviewed the one element of current level budget not previously presented to the Trustees--the changed Services and Activities Fee budget

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process for allocating resources for the 1987-88 fiscal year and mentioned that the increases to the supplemental events and child care budgets and decreases to the Women's Clinic and the bus service. Student Lincoln Post mentioned the controversy surrounding the elimination and decrease to certain groups and wondered if those issues had been settled. Mr. Thomas mentioned that he had met with students groups affected by these decisions to resolve some of the conflict. He discussed specifically the cutback in bus (van) service which was prompted by an increased Intercity Transit service to the Evergreen area. Trustee Boyd pointed out that most of the expanded Intercity Transit service will not start until fall, 1988, leaving a potential gap in service in 1987. Mr. Thomas responded that this will be explored.

**Motion** Ms. Boyd moved approval of the 1987-89 policy changes inherent  
**87-15** in the current level budget totaling \$59,146,559 (including the S&A allocation for 1987-88 totaling \$578,006). Seconded by Mr. Tang and passed.

#### HEALTH FEE INCREASE - Action

Stone Thomas reviewed the rationale for an increase in the health fee (established in 1982) of \$5/quarter. This increase will provide extended hours for students and is lower than the fees at most of the other institutions.

**Motion** Ms. Boyd moved approval of an increase of \$5.00/quarter in the  
**87-16** student health fee (bringing the fee to \$20.00/quarter) for full-time students in order to enhance the health services provided to Evergreen students. Seconded by Mr. Robinson and passed.

#### AUTHORITY TO CONTRACT CAPITAL PROJECTS - Action

Ken Winkley reviewed a proposal to delegate authority to sign all contracts related to capital construction for the capital budget recently approved by the legislature with the exception of three major construction projects: (1) CRC Phase II - gymnasium construction (total project cost over \$6.7 million); (2) Lab Annex (project cost of \$1,008,000); and (3) removal of PCB transformers (total project cost of \$750,000). This delegation will enable the College to take advantage of good weather and meet tight schedules.

Trustee Robinson asked for clarification of the CRC Phase II contract. If the gymnasium/multipurpose building design update costs significantly more than the \$50,000 estimated, this contract will be brought back to the Board. The administration will submit a recommendation at a later date to award the bid for construction.

**Motion** Ms. Boyd moved to authorize the administration to proceed with the  
**87-17** following capital budget repair, replacement and construction projects and to authorize the President or the Associate Vice President for Administrative Services to enter into contracts with

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**Motion**  
87-17  
cont.

the appropriate consultants and contractors on each project, provided that the bids are within the project budget listed: CRC Phase II/Gym design update - \$50,000 (administration will submit recommendation at later date for construction bid award); Student Advising Center - \$59,000; Roadway Repairs - \$134,000; Recarpeting - \$165,000; Brick Paver Repairs - \$100,000; Exterior Building Cleaning, Recaulking and Resealing - \$300,000; Interior Painting - \$105,000; Swimming Pool Filter Replacement - \$70,000; Lab Annex Addition (administration will submit recommendation at later date for construction bid award); Grounds Equipment Storage Building - \$159,000; PCB Transformer Removal - design only cost \$52,000 (administration will submit a separate recommendation to award the bid for transformer removal); Small Chiller - \$216,000; Asbestos Survey - \$77,000; Hazardous Materials Storage Building - \$236,625; Oil Spill Containment Facilities - \$110,945; and Energy Audit Compliance Renovation - \$205,000. Seconded by Mr. Tang and passed.

#### ELECTION OF OFFICERS

**Motion**  
87-18

Mr. Robinson moved approval of election of the following slate of officers:

Chairman - David Tang  
Vice Chairman - Herbert Gelman  
Secretary - Allan Weinstein

Seconded by Ms. Boyd and passed.

#### OTHER BUSINESS AND INFORMATION

##### Proposed Provisional Governance Structure

Gail Martin reviewed an interim student governance plan for 1987-88. President Olander informed Trustees that, after a six-month trial period, he will ask Trustees to approve a more permanent student governance structure. Student Lincoln Post commented that he felt the proposal lacked a connection with the administration. He suggested that administrators attend forums and discuss their job descriptions and philosophy of the College, allowing students to get to know administrators. Ms. Martin added that students have expressed the desire to have governance forums issue focused, with the accountable administrators attending the forums.

##### Report on Evergreen/WWU Teacher Education Program

John Parker distributed a recruiting brochure for the teacher education program which is sent out along with the admissions materials, announced the completion of the first year under the contract with Western, and reviewed the curriculum and activities of this program. The relationship with Western Washington University has been very positive. Susan Ramsauer, staff representative, wondered whether consideration had been given to offering an

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evening program for people who are working full time. John Parker responded that this is a high priority item for future study.

### Enrollment Highlights

Steve Hunter reviewed enrollment statistics for spring quarter--2361 FTE with an annual average target of 2600; enrollment of new students was restricted to bring the annual average FTE to 2628. Mr. Hunter predicts an estimated fall enrollment of 3140 head count and 2970 FTE, with an annual average estimate of 2800.

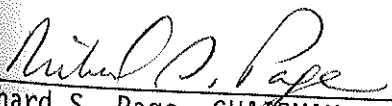
### Admissions Statistics


Mr. Hunter reviewed fall quarter admissions (admissions are up by 18% over the same time last year; paid deposits are up by over 50%; and withdrawals are also up).

### DATE OF NEXT MEETING AND ADJOURNMENT

July 8 is the date of the next Board meeting.

The meeting adjourned at 3:00 PM.

  
Richard S. Page, CHAIRMAN

  
George E. Mante, SECRETARY

Attachments (2)

Chapter 174-116 WAC

PARKING AND TRAFFIC RULES REGULATIONS (Proposed Revision 3/27/87)

WAC 174-116-010 Purpose

- (1) To expedite college business, protect state property, provide maximum safety and convenience for all.
- (2) To assure access at all times for emergency vehicles and personnel.
- (3) To provide funds to obtain and maintain suitable campus parking facilities.
- (4) To protect and control ~~pedestrian and~~ vehicular traffic.

WAC 174-116-011 Regulations

Drivers and owners of vehicles on the property of The Evergreen State College are responsible for safe and lawful operation of those vehicles. Individuals operating or parking vehicles on college-owned property must at all times comply with the campus regulations, ordinances of Thurston County and laws of the State of Washington.

WAC 174-116-020 Authority

- (1) The Evergreen State College through its Board of Trustees is authorized to establish traffic and parking regulations as stated in RCW 28B.10.560. The Board of Trustees reserves the right to add, delete or modify portions of these regulations including the appended fee and fine and penalty schedules in accordance with its regulations and applicable laws. Administration and enforcement of these parking regulations will be delegated to the Security and Parking Office.
- (2) The Evergreen State College ~~Security and~~ Parking Office is authorized to issue annual, quarterly, daily, car-pool, housing and special permits to park upon the campus. Special permits are issued pursuant to the provisions of these regulations. All outstanding campus parking violations must be satisfactorily settled before a special permit will be issued or renewed.
- (3) The authority and powers conferred upon the Security Chief and Director of Facilities by these regulations shall be subject to delegation by his/her to subordinates.

WAC 174-116-030 Enforcement

~~Security Office personnel shall be responsible for enforcing traffic regulations on the campus. This shall include all College Parking regulations and rules of~~



~~the road" as set forth in Title 46 of the Revised Code of the State of~~  
Washington. Whenever an unattended vehicle is observed in violation of the  
regulations herein set forth, the Parking or Security Personnel shall take the  
registration number and other identifiable information and shall affix to such  
vehicle a parking infraction in a conspicuously visible location.

WAC 174-116-040 Parking Permits

General Information

- (1) Parking permits are issued by the ~~Security and~~ Parking Office following application and the payment of the appropriate fees. All privately owned motor vehicles parked or left standing unattended on college property are required to display a currently valid Evergreen parking permit during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday, ~~and at such other times as the college may designate.~~
- (2) Fees for parking permits are as follows:

	Automobile	Motorcycle
Annual	\$54.00	\$27.00
Quarterly	22.00	11.00
Daily	.75	.75

WAC 174-116-041 Parking Permits - Visitors and Guests

All visitors, including guests, salespersons, maintenance or service personnel and all other members of the public will park in available space as established by The Evergreen State College parking ~~and traffic~~ regulations and will pay the established parking fee except as noted below:

- (1) Federal, state, county, city, school district, and similar governmental personnel, on official business in vehicles with tax exempt licenses, will be admitted without charge.
- (2) Vehicles owned by contractors and their employees working on campus construction may be parked within available construction sites or designated areas without charge, but must have a permit to do so.
- (3) Members of the press, television, radio and wire services, on official business, may park without charge, ~~but and must have~~ obtain a permit ~~authorized by at the Parking Office to do so.~~
- (4) Taxis and commercial delivery vehicles may enter the campus without payment of the parking fee only for pick up and delivery of passengers, supplies and equipment.
- (5) Visitors and guests attending special college events may be parked without charge, provided prior notification is given to the Parking Office.

- (6) Visitors invited to the campus for the purpose of rendering uncompensated services to The Evergreen State College may be parked without charge, provided prior notification is given to the Parking Office.
- (7) Visitors Persons utilizing campus facilities may park for up to one hour in the B-lot visitor stalls.

WAC 174-116-042 Parking Permits -Special Permits

- (1) ~~Physically disabled faculty members, staff personnel, visitors, and students may apply through the Security and Parking Office for a special parking permit in a reserved area. Such individuals must obtain a certificate from a physician indicating that special parking assignment is essential in order for them to perform their assigned duties or to attend classes. Such persons, however, must also display on their vehicle a valid daily, quarterly or annual parking permit. State of Washington handicapped "overtime parking permits will be honored as valid on campus.~~

Physically challenged users must display a valid TESC parking permit and State of Washington "disabled person" parking permit. Temporary permits must be approved by The Evergreen State College Affirmative Action Office.

- (2) Sales persons, maintenance and service personnel, persons serving the college without pay, and other visitors who must frequently visit the campus on college business, may be issued a parking permit from the Parking Office, upon request from the division benefiting from the services provided, subject to approval by the ~~security and~~ Parking Office. Parking on campus will not be provided to persons intending to make personal solicitations from or personal sales to college employees or students.
- (3) Overnight or extended period permits may be ~~obtained~~ purchased from the ~~security and~~ parking office for disabled vehicles, field trips or other valid reasons that may necessitate the operator's leaving the vehicle on campus.

WAC 174-116-043 Parking Permits -- Issuance and Display

- (1) All parking permits must be positioned so that they are clearly visible and readable from the outside of the vehicle.
- (2) Car pool permits may be purchased by faculty, staff and students. One transferable permit will be issued by the ~~security and~~ parking office for each car pool. This permit is transferable only among the registered members of the car pool. The permit must ~~may~~ be displayed on the dashboard or in the left corner in front of the driver ~~on a registered car pool vehicle.~~



- (3) Annual and quarterly parking permits must be affixed to the vehicle's rear window with the following exceptions:
- (a) On convertibles and trucks they may be affixed in the lower left corner of the front windshield.
  - (b) On station wagons and cars with heated rear windows, permits ~~must~~ may be affixed in the left rear side window.
  - (c) Motorcycle permits must be affixed ~~in a conspicuous place to the left front fork.~~
- (4) Daily parking permits shall be placed on the dash board with date stamp facing up, so as to be clearly visible from the exterior of the vehicle.
- (5) A parking permit application is required to be on file for each vehicle displaying a permit. Ownership of permits is not transferable except when approved by the security and parking office. ~~The security and parking office can approve replacement of or transfer of a permit under the following conditions:-~~
- ~~(a) The person relinquishing ownership and the purchaser appear in person at the parking office when requesting a transfer.~~
  - ~~(b) The former owner relinquishes all ownership or claims to said permit.~~
  - ~~(c) The purchaser qualifies for ownership.~~
  - ~~(d) The new owner completes a new application form for the permit.~~
  - (e) If the vehicle is sold, and for any reason a replacement permit is requested, the old permit must be removed and presented to the security and parking office to be eligible for a replacement or refund.
- (6) Faculty, staff and students may be issued a duplicate car permit for another vehicle either personally owned, family owned, or owned by their employer. Proof of ownership or authorization from the owner for all additional vehicles must be presented. However, two vehicles bearing the same numbered permit may not be parked on campus at the same time unless one also displays a valid daily permit.
- (7) Any permit holder may obtain a temporary permit at the security and parking office parking booth without charge for another vehicle when the vehicle for which a permit was purchased is unavailable due to repair or for another valid reason.

WAC 174-116-044 Parking Permits -- Validity Periods

- (1) Annual parking permits shall be valid from the date of issue until the first day of the following fall quarter.
- (2) Quarterly parking permits shall be valid from the date issued each academic quarter until the first day of the following academic quarter.
- (3) Daily permits shall be valid from the time purchased until 7:00 5:00 p.m. on the date of purchase.

WAC 174-116-045 Parking Permits -- Housing Residents

Under the following conditions, college housing residents will, upon request, receive a parking permit at no charge.

- (1) Permits must be renewed quarterly.
- (2) Housing residents must show proof of ownership before permit will be issued.
- (3) Free parking will be discontinued when residents terminate their contract with Housing.
- (4) Housing will verify residency status to the security and parking office.
- (5) Only one permit per resident will be issued free. ~~Additional permits may be purchased through regular procedures.~~
- (6) Resident parking permits will only be valid for parking in the modular parking areas or in "F" lot. A regularly purchased permit is required for use in all other parking areas.

WAC 174-116-046 Parking Permits -- Revocations

Permits are licenses and the property of the college, and may be recalled for any of the following reasons:

- (1) When the purpose for which the permit was issued changes or no longer exists.
- (2) When a permit is used by an unauthorized individual.
- (3) Falsification on a second car parking permit application.
- (4) Counterfeiting or altering of permits.
- (5) Appeals of permit revocations must be made in accordance with the institutional hearing procedures outlined in infraction review

committee's governing document.

WAC 174-116-050 Responsibility and Presumption in Reference to Illegal Parking

The registered owner or permit holder shall be responsible for all parking violations involving the vehicle on which the permit is displayed.

In any review, appeal or hearing alleging the violation of any parking regulation, proof that the particular vehicle described was stopping, standing or parked in violation of any such regulation together with proof that the person named in the complaint or infraction at the time of such violation was the registered owner or permit holder of such vehicle shall constitute in evidence a prima facie presumption that the owner was the person who parked or placed such vehicle in the location the violation occurred.

WAC 174-116-060 Designated and Assigned Parking Areas

The motor vehicle laws of the State of Washington and any rules stated herein shall be applicable at all times in areas covered under the scope of this policy.

The College assumes no liability for vehicles operated or parked on college properties. No bailment, but only a license, is created by the purchase and/or issuance of any permit.

- (1) No vehicle shall be parked on the campus except in those areas set aside and designated as parking areas.
- (2) No vehicle shall be parked in any parking area without a permit for that area.
- (3) Vehicles may only park within marked spaces provided in each parking lot.

~~WAC 174-116-070 -- Speed~~

~~Unless otherwise posted, the maximum speed limit in areas covered under the scope of this policy shall be 25 miles per hour for all motor vehicles and bicycles.~~

WAC 174-116-071 Parking -- Prohibited Places and Fines

- (1) No person shall stop, stand or park any vehicle so as to obstruct traffic along or upon any street or sidewalk.
- (2) No vehicle shall park or stand except momentarily to pick up or discharge passengers:
  - (a) ~~At any place where official signs prohibit parking;~~
  - (b) ~~Within 15 feet of a fire hydrant or in fire lanes;~~

(e 3) No vehicle shall be parked on any lawn or grass areas except as required for maintenance or construction authorized by the Director of Facilities.

(4) The following schedule of fines for violations is hereby established:

(a) <u>No valid permit</u>	<u>5.00</u>
(b) <u>Overtime parking</u>	<u>5.00</u>
(c) <u>Improper position</u>	<u>5.00</u>
(d) <u>Parked where signs prohibited</u>	<u>10.00</u>
(e) <u>Parked within 15 feet of hydrant</u>	<u>15.00</u>
(f) <u>Handicapped zone</u>	<u>15.00</u>
(g) <u>Blocking driveway</u>	<u>10.00</u>
(h) <u>Parked at painted curb</u>	<u>10.00</u>
(i) <u>Parked in prohibited zone</u>	<u>10.00</u>
(j) <u>Obstructing traffic</u>	<u>10.00</u>
(k) <u>Parked in bus zone</u>	<u>15.00</u>
(l) <u>Parked in fire lane</u>	<u>15.00</u>
(m) <u>Altered permit</u>	<u>25.00</u>

~~(d) In-excess-of-pested-time-limits;-~~

~~(e) Within-an-intersection;-~~

~~(f) So-as-to-block-a-curb-cut-or-driveway;-~~

~~(g) Adjacent-to-a-painted-curb;-~~

~~(h) Within-30-feet-of-an-intersection;-~~

~~(i) In-a-handicapped-zone;-~~

~~(j) In-a-bus-zone-~~

(5) No vehicle shall be parked so as to occupy any portion of more than one parking space or stall as designated within the parking area. The fact that other vehicles may have been so parked as to require the violator to occupy a portion of more than one space or stall shall not constitute an excuse for a violation of this section.

#### WAO 174-116-072 Impounding of Vehicles

(1) No disabled or inoperative vehicle shall be parked on the campus for a period in excess of ninety-six hours. Vehicles which have been parked for periods in excess of ninety-six hours and which appear to be disabled or inoperative may be impounded and stored at the expense of the registered owner. Neither the college nor its employees shall be liable for loss or damage of any kind resulting from impounding and/or storage services provided by a private vendor. Notice of intent to impound will be posted on the vehicle twenty-four hours prior to

impound. In any case, the owner or operator of a disabled vehicle should notify the security and parking office of the vehicle's location and estimated time of removal or repair.

- (2) Any vehicle parked upon property of The Evergreen State College in violation of these regulations, including the motor vehicle and other traffic laws of the State of Washington, may be impounded or immobilized and taken to such place for storage as the Chief of Security and Director of Facilities selects. The expense of such impounding and storage shall be charged to the owner or operator of the vehicle and paid by him/her prior to its release. The college and employees shall not be liable for loss or damage of any kind resulting from such impounding and/or storage services provided by a private vendor.

WAC 174-116-080 Access

Privately owned motor vehicles shall be driven only on those roadways designed and built for their use.

Marked "service" drives shall be used only by college employees conducting official business, emergency vehicles, and authorized delivery vehicles. Any and all other vehicles are prohibited from traveling or parking in these areas.

Brick-paved and other designated areas are for pedestrian and bicycle traffic only, except as needed for emergency vehicle or for maintenance of buildings or grounds.

WAC 174-116-091 Special Parking -and- Traffic Regulations and Restrictions  
Authorized

- ~~(1) During special conditions causing additional heavy traffic and during emergencies, the security chief is authorized to impose additional traffic and parking regulations and restrictions for the achievement of the specified objectives of these regulations and provide appropriate notice thereof whenever possible.~~
- ~~(2) The Director of Facilities is authorized to erect signs, barricades and other structures and to paint marks and other directional aids upon the streets and roadways for the regulation of traffic and parking upon state lands devoted mainly to the educational, recreational, or parking activities of The Evergreen State College.~~
- (3) No person without authorization from the Director of Facilities shall move, deface, or in any way change a sign, barricade, structure, marking or direction so placed, or previously placed, for the purpose of regulating traffic or parking.



WAC 174-116-092 Parking of Motorcycles ~~and Scooters~~

- (1) Motorcycles, ~~motorized bicycles and scooters~~ are for the purpose of these regulations considered to be motor vehicles and are subject to all ~~traffic and parking rules and regulations controlling other motor vehicles.~~
- (2) Motorcycles, ~~motorized bicycles and scooters~~ may be parked in designated areas in addition to the regular parking lots.
- (3) Motorcycles, ~~motorized bicycles and scooters~~ are not permitted on paths, sidewalks, in buildings or in pedestrian areas at any time.

WAC 174-116-119 Fines

(1) Payment

- (a) Persons cited for violation of these regulations may respond by paying a fine within ten days of the date of notice of infraction. However, persons cited for "no valid permit" or for "overtime parking" which are designated as \$5 fines, may pay a reduced fine of \$2, if the citation is attached to the \$2 payment and deposited in the parking booth drop box on the same day the citation is issued. Such payment shall constitute a waiver of the right to request a review as described in WAC 174-116-121.

- (b) All fines are payable to The Evergreen State College cashier. Fines may be paid in person or by mail by sending the notice of infraction and amount of fine to The Evergreen State College cashier. The cashier will not discuss the appropriateness of the fine with the payor.

(2) Unpaid

If any fine remains unpaid after ~~sixty~~ ninety days from the date of the notice of infraction, the following action may be taken by The Evergreen State College:

- (a) All services on campus may be withheld including academic registration for the following quarter.
- (b) Transcripts may be withheld for any persons having outstanding unpaid fines.
- (c) Unless payment of the fine has been made, the amount of the fine may be deleted from an employee's paycheck after notice from the Controller.

WAC 174-116-121 Election to Pay or Contest a Notice of Infraction

The notice of infraction issued pursuant to these regulations shall direct the alleged violator that he/she may elect either to pay the fine applicable to the violation(s) charged or to request a review with the infraction review committee within ten days of the date of the infraction.

- (1) If the alleged violator chooses to contest, a written request for a review will be filed with the chairperson of the infraction review committee, through the ~~security-chief~~ Parking Office. Requests for review forms are available at the ~~security-and~~ parking office and at the parking booth. Requests for a review may be submitted without posting of the fine within ten days after date of infraction.
- (2) The infraction review committee will review the written request for review and notify the ~~alleged violator of their~~ appellant by mail of its decision within ten class days.

WAC 174-116-122 Appeal/Hearing Procedure

- (1) If the decision of the infraction review committee is not supportive of the alleged violator's request, the alleged violator may request a hearing before the review committee to present his/her case in person. The infraction review committee will meet a minimum of once a month (usually the first Wednesday of the month) to hear such appeals.
- (2) Persons requesting a hearing before the infraction review committee must make such requests to the chairperson of the ~~infraction review~~ said committee within ten class days of notification of the initial review decision.
- (3) The appellant will be notified by the chairperson of the infraction review committee of the time and date of such hearing. Decisions rendered by the infraction review committee on appeals heard shall be binding, ~~except as provided by RCW-28B-10-560~~.

WAC 174-116-123 Establishment of Infraction Review Committee

The Evergreen State College infraction review committee is hereby established, the members of which shall be composed of the following:

- (1) One faculty member chosen by the vice president and provost;
- (2) One exempt staff member chosen by the president;
- (3) One classified staff member chosen by the Vice President for ~~business~~ Development and Administrative Services;
- (4) Two currently enrolled students chosen by the Vice President for

Student Affairs;

- (5) ~~The chief of security will serve as a nonvoting member; and~~  
(6) A nonvoting secretary chosen by the ~~chief of security~~ Director of Facilities.

WAC 174-116-124 Jurisdiction of the Infraction Review Committee

The Infraction Review Committee established by these regulations shall have jurisdiction to hear and review infractions involving alleged violations of these rules and to render a judgment as to the validity of such infractions.

WAC 174-116-125 Appeal/hearing Procedure -- Rules of Evidence

The rules of evidence applicable to courts of law shall not apply and any oral or documentary evidence may be received, but the chairperson of the infraction review committee may exclude such evidence as is irrelevant, immaterial or unduly repetitious.

WAC 174-116-126 Appeal/hearing Procedure -- Review Decision

Upon conclusion of the review and/or appeal, the chairperson of the infraction review committee shall render the decision of the review committee ~~as to guilty or not guilty and shall assess fines or penalties not in excess of the schedule of fines set forth in WAC 174-116-260~~ as to appropriateness of the assessed fines. The decision shall be recorded in the records maintained by the ~~security~~ chairperson secretary of the infraction review committee shall endorse his/her signature therein, certifying the record to be correct.

WAC 174-116-127 Appeal/hearing -- Mitigation and Suspension of Fines

Upon the showing of good cause or mitigating circumstances, the infraction review committee may impose any lesser fine than those established in WAC 174-116-071 of these regulations or may dismiss the fine. The chairperson may grant an extension of time within which to comply with the review and/or appeal decision. A person charged with a parking infraction who deems himself or herself aggrieved by the final decision in an internal adjudication may, within ten days after written notice of the final decision, appeal by filing a written notice thereof with the ~~college or university police force Parking Office~~. Documents relating to the appeal shall immediately be forwarded to the district court in the county in which the offense was committed, which court shall have jurisdiction over such offense and such appeal shall be heard de novo.

~~WAC-174-116-190--Pedestrian-Right-of-Way-~~

~~--~~  
~~Pedestrians have absolute right of way on all walkways, sidewalks, brick paved~~  
~~areas and in all marked crosswalks.--~~

~~--~~  
~~When walking on the shoulder of any roadway without benefit of a sidewalk, a~~  
~~pedestrian should walk toward the oncoming traffic.--~~

~~WAC-174-116-260--Fines and Penalties--~~

~~--~~  
~~The following schedule of fines for violations of the rules listed in Chapter~~  
~~174-116-WAC is hereby established:--~~

<del>---</del> No <del>---</del>	<del>-----</del> Maximum Fine <del>---</del>
<del>-----1---</del> No valid permit	
<del>-----2---</del> Overtime parking	<del>-----5.00---</del>
<del>-----3---</del> Improper position	<del>-----10.00---</del>
<del>-----4---</del> Parked where signs prohibited	<del>-----5.00---</del>
<del>-----5---</del> Parked within 15 feet of hydrant	<del>-----15.00---</del>
<del>-----6---</del> Handicapped zone	<del>-----15.00---</del>
<del>-----7---</del> Parked within intersection	<del>-----15.00---</del>
<del>-----8---</del> Within 30 feet of intersection	<del>-----10.00---</del>
<del>-----9---</del> Blocking driveway	<del>-----5.00---</del>
<del>-----10---</del> Parked at painted curb	<del>-----10.00---</del>
<del>-----11---</del> Parked in prohibited zone	<del>-----10.00---</del>
<del>-----12---</del> Obstructing traffic	<del>-----15.00---</del>
<del>-----13---</del> Parked in bus zone	<del>-----10.00---</del>
<del>-----14---</del> Parked in fire lane	<del>-----15.00---</del>
<del>-----15---</del> Altered permit	<del>-----15.00---</del>
	<del>-----25.00---</del>

THE EVERGREEN STATE COLLEGE

June 8, 1987

EXECUTIVE SUMMARY

TO: BOARD OF TRUSTEES  
FROM: Joseph D. Olander  
SUBJECT: Capital Budget Project Authorizations

1. Administrative Recommendation

It is recommended that the Board authorize the administration to proceed on the capital budget repair, replacement and construction projects detailed herein and to authorize the President or the Associate Vice President for Administrative Services to enter into contracts with the appropriate consultants and contractors on each project, provided that the bids are within the project budget detailed in this proposal.

Alternate Views

- a. Postpone authorization to proceed on the projects until the July Board meeting. Some of these projects, such as the Lab Annex, CRC Phase II, Student Advising Center, carpet replacement and roadway/parking lot repairs, are on critical time schedules. If authorization or bid acceptance is delayed, these projects will not be completed on a timely basis.
- b. Postpone acceptance of the bids until the Board of Trustees can be contacted by telephone for approval of each project. The open meeting laws now require that notification be provided to the public, thereby giving an opportunity for them to monitor the conversations. This requirement appears to be too complex to be practical.

2. Background and Information

All projects are funded by capital budget appropriations for 1987-89. Some projects provide services or facilities needed by this fall quarter. Other projects



can be completed in the most convenient manner when classes are not in session. Others must be completed during good summer weather and should not be delayed until next year. The projects are as follows:

a. CRC Phase II - Gym Design Update

As approved by the Legislature, this project includes the design update, construction and equipment for the physical education/multi-purpose facilities to be added to the existing recreation center. The original campus master plan called for this addition to meet the college's educational and recreational program requirements. The funding for this project was first requested in 1979-81, but was not approved. Design funds were appropriated in 1981 and full working drawings were completed. Construction funds were again requested, but not approved, in 1983-85, and in 1985-87.

The facility includes a gymnasium/large group events space, multi-use rooms, locker facilities to accommodate men and women equally, first aid and training rooms, team rooms, offices, and mechanical/electrical rooms.

This recommendation to the Board is to obtain approval to proceed with a contract with the joint venture of Cummings Architects Associates of Kirkland and Loschky, Marquardt, and Nesholm of Seattle, the original architect selected by the Board, to update the drawings, specifications, and refine the cost estimate. The administration will submit a recommendation at a later date to award the bid for construction.

The design update will begin July 1, 1987, and end in September at which time we will go out to bid. Tentative schedule indicates construction to begin in December 1987 and to end June 1989. Total cost: \$6,773,000. Design update: \$50,000.

b. Student Advising Center

This project consolidates the First Peoples Coalition, Dean of Student Development, Academic Advising, KEY, Career Development, and Cooperative Education into the first floor of C Wing in the Library building. Previously, these offices were located in five separate areas. This consolidation

b. Student Advising Center (cont.)

will provide better, more convenient services to students. In addition to offices, this project provides reception and work space, a library and a conference room.

Design is completed and contract is scheduled to be awarded July 1, 1987, with construction completed at the end of August. Construction cost: \$59,000

c. Roadway Repairs

Many of the campus roads have not been repaired since original construction. There are many chuckholes which cause safety hazards to motorists, bicyclists and pedestrians. If minor repairs are not made now, repairs in the future will be much more costly and safety hazards will not be corrected.

Design is completed and contract will be awarded in July. Two previous bids have been rejected due to high bids. If the bid is accepted the work will be completed in October. Cost estimate: \$134,000.

d. Recarpeting

Many of the carpets in the campus buildings are now 16 years old and are worn badly in high traffic areas. In addition, many of the seams in corridors, classrooms and offices have come loose and unravelled, causing safety hazards. Carpets will be replaced in areas causing the greatest hazards and in some areas which are being remodeled. This project continues the work started in the summer of 1986.

Bid will be awarded in August and installation scheduled during the year as scheduling of offices, class-rooms and other space permits. Estimated cost: \$165,000.

e. Brick Paver Repairs

Broken pavers on campus pose safety hazards and cause water to seep underneath. When the water under the pavers freezes and thaws, additional damage occurs to other pavers. Pavers will only be replaced on an as-needed basis.

e. Brick Paver Repairs (Cont.)

Materials have been purchased and work will begin July 1, 1987, with college staff. Estimated cost: \$100,000.

f. Exterior Building Cleaning, Recaulking and Resealing

The buildings have not been cleaned and resealed since the original construction. Without the sealer on the buildings, water is absorbed into the concrete, providing conditions conducive for algae growth and the grey-black appearance of the buildings. In addition, much of the window caulking is cracked and needs to be replaced to stop water damage and heat loss. This project will be initiated only after the administration obtains documentation that the sealing compound is not hazardous to health and environment.

Assuming that the administration receives documentation that the sealing compound is not hazardous to people or the environment, the bid will be awarded in late July or early August and the first phase of the project will be completed in October. The second phase will be completed as weather permits next year. Estimated cost: \$300,000.

g. Interior Painting

This project continues the repainting begun last biennium and includes repainting some areas of the campus which have not been painted since construction. It is the administration's goal to utilize deferred maintenance funds to catch up on deferred painting, at which time a four to five year painting cycle can be established.

This work will resume July 1, 1987, and continue through June, 1989, using college staff. Estimated cost: \$105,000.

h. Swimming Pool Filter Replacement

The original filter malfunctions often and is extremely costly to maintain, causing disruption to swimming teams and pool users. The time is fast approaching when the filter cannot be repaired, making replacement essential. The current filter uses a diatomaceous earth which contains silicone,

h. Swimming Pool Filter Replacement (cont.)

a hazardous material. The new filter will have no hazardous materials.

This project will be completed during the break between summer and fall quarters. Will be complete in September, 1987. Estimated cost: \$70,000.

i. Lab Annex Addition

This project will add approximately 7500 square feet of space to the second floor of the Lab Annex, providing three art studios, a critique room and an office. Adequate ventilation and ample natural lighting are major considerations in the design. The new facility will relieve some of the pressure for additional classrooms, since art classes are now taught in 6 science laboratories in Lab I. Funds were appropriated in 1985-87 for the design of the facility. Planning is in the Design Development stage and working drawings will be started shortly, with bidding scheduled for September. The administration will submit a recommendation at a later date to award the bid for construction.

Construction is scheduled to begin in October, 1987 and be completed in June, 1988. Cost includes supervision, construction, equipment, taxes, and project management: \$1,008,000.

j. Grounds Equipment Storage Building

Currently, almost all the grounds equipment is stored outside. Even though the grounds staff has rebuilt and repainted much of their equipment, it quickly rusts when stored outside. This building will provide covered storage for all the grounds equipment and will, therefore, extend the life of that equipment.

Design will be completed in July and construction will be completed by October, 1987. Estimated cost to include design, project management, taxes and equipment: \$159,000.



k. PCB Transformer Removal

In the original construction of the college, twelve transformers containing polychlorinated biphenyls were installed in nine campus buildings. EPA laws require that by October 1990 the PCB concentration must be less than 50 ppm or existing transformers must be retrofitted with non-PCB transformers. The project is divided into two phases so that half of the transformers will be removed during the summers of 1988 and 89 and the remaining transformers during the summer of 1990. This recommendation to the Board is to obtain approval to proceed with the selection of a consultant who will provide the scheduling, design, and updated cost estimate for the project. At a later date the administration will submit a separate recommendation to award the bid for transformer removal.

Design to begin July 1, 1987. Estimated cost for design only: \$52,000.

l. Small Chiller

This project provides for the purchase and installation of a 500 ton chiller which has lower demand charges of \$900 compared to \$2500 for the existing chiller. Hourly costs to operate the small chiller will be \$9 compared to \$25 now. The chiller can selectively cool two or three buildings for nights or weekends and these costs can be absorbed by the operating budget.

Consultant selection is completed, but design has not yet started. Design will be complete September 1, 1987. Estimated cost for design, construction, taxes and project management: \$216,000.

m. Asbestos Survey

When the college was built, some asbestos materials were used on pipes, roofs and insulation. The exact locations and quantities are not known. EPA and WISHA regulations require that all asbestos be identified, labeled and encapsulated or removed (WAC 296-62-07517). This project provides for a survey of the entire campus. If asbestos is

m. Asbestos Survey (cont.)

identified and must be encapsulated or removed, additional funds may be required.

The consultant will be selected in August, 1987. Total cost: \$77,000.

n. Hazardous Materials Storage Building

EPA 530-SW-85-005 requires that generators of hazardous wastes follow approved methods for receiving, storing, using and disposing of hazardous products and wastes. Since the college does not have a facility which meets these requirements, this project fulfills that need. The facility will be a concrete block interior, and will be fire/explosion proof construction with "blow-out" walls, as required by UBC, Section H.

The design of the building will begin in October, 1987, and the construction will be completed by December, 1988. Cost for design, supervision, construction, taxes: \$236,625.

o. Oil Spill Containment Facilities

When the college was built, there were not requirements to provide for oil spill containment facilities. EPA regulations and RCW, Chapter 90.48 require that oil containment sumps be added to the existing campus storm drainage system.

Design will begin January, 1988, and construction will be complete May, 1989. Total cost: \$110,945.

p. Energy Audit Compliance Renovation

The Washington State Energy Office's 1983 energy analysis and the 1985 Technical Assistance study identified energy saving options. Washington State SHB 1011 requires the college to implement three projects, including the addition of a two-speed motor in the Library, insulation of the grounds tool storage building, and upgrading the existing Delta 2000 Central Monitoring building control systems.

Design will begin July, 1987. Construction will be complete September, 1988. Estimated cost: \$205,000

3. Fiscal Impact

As noted previously, all projects are funded by the 1987-89 capital budget. Funds will be available in July, 1987, and must be spent by June 30, 1989.

4. Program Impact

Some projects will improve the services offered to the campus community through addition of critically needed space for the student advising center, art studios in the Lab Annex, and CRC Phase II. Some projects will protect life and property, including the PCB transformer removal, recarpeting, roadway repairs, exterior building cleaning and resealing, and grounds storage building. Other projects, such as interior painting, and swimming pool filter replacement, will preserve facilities and assure continued service. Project management costs which pay for the engineering, architectural, drafting, and construction coordination services of college employees, are included in each project.

5. Legal Process

The processes followed in all of these projects are the same as those used in all institutions of higher education in the State of Washington and in the Division of Engineering and Architecture for award of public funds for consultants and contracted work. MWBE and Affirmative Action goals of the college will be followed.

This proposal for project construction and contract approval complies with Schedules V and VII, "Policies of Board of Trustees for Appointment of Designers for Capital Projects" and "Approval of Capital Projects Bid Awards". Each contract will be reviewed by the Assistant Attorney General prior to final approval.

Joseph D. Olander  
President