

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

Wednesday, August 14, 1991
TESC Tacoma Campus
1202 South "K" Street
Tacoma WA

Trustees Attending:	Herbert Gelman Christina A. Meserve Constance W. Rice John N. Terrey Carol Vipperman	Absent: Lila S. Girvin Allan M. Weinstein
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Representatives to the Board Present:	Dave Howat, Staff Jon Martin, Alum
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Staff Present:	Wade Davis, Controller Carolyn Dobbs, Acting Vice President for Student Affairs Patty Firman, Executive Director for Development Valley Jo Fry, Budget Coordinator Sandy Hanson, Director of Information Services and Publications Lee Hoemann, Executive Assistant to the President Judy Huntley, Registrar's office Russ Lidman, Vice President for Academic Affairs and Provost Bonnie Moonchild, Computer Services/Presidential Search Erin Oliver, Director of Human Resources Les Purce, Interim President Jamil Qureshi, Vice President for Finance and Administration Rita Sevcik, Administrative Assistant to the President Steve Trotter, Budget Director Mike Wark, Information Specialist
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Others Attending:	Jan Frickelton, Assistant Attorney General Carol Kozowski, AT&T
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WORK SESSION

The special meeting was called to order at 9:40 AM. Trustee Rice inquired about freeway signs for the TESC Tacoma campus--request for staff to explore what is involved. Trustees convened a work session to continue their discussion of "Role of the Board/Board Policies." Draft policies discussion related to Board Process, Board Policy, and Presidential Evaluation.

Chair Vipperman made two requests: (1) In addition to the annual review of what the Board expects of the president and of itself, that the Board receive a quarterly report on progress to date about key areas/goals that Trustees designate (example - retention of students of color, implementation of multiculturalism, access)--how is the campus doing in these areas? (2) Staff time to collect data on policies--what is in the minutes of the last twenty years? What are the domains of the Board? What is the Board responsible for legally? Request for staff to perhaps work with one or two Trustees (Trustees Vipperman, Meserve and Terrey to be involved) to recapture what's been talked about over the last few months as it relates to President Board relationship and get this to the Trustees in advance of the next meeting.

Trustees also discussed what a president could expect from the Board. The Board will give strategic long-term direction that addresses areas of need or importance to the Board. Mutually the President and Board determine specific objectives to be accomplished over a three - five year period of time that can be evaluated annually. Chair Vipperman stated that she would work with the Interim President to design an evaluation process and to determine whether that process would be separate from the Board meeting.

PUBLIC RECORDS PRESENTATION

Assistant Attorney General Jan Frickelton distributed and discussed a summary of the regulations governing public records, and responded to Trustee questions.

LUNCH AND CEREMONY ACKNOWLEDGING AT&T CONTRIBUTION TO TESC

Trustees recessed for lunch with an AT&T representative and participated in a 2:00 PM ceremony acknowledging AT&T's contribution of computer equipment donations to The Evergreen State College.

PUBLIC MEETING

The special meeting reconvened and was called to order at 2:40 PM by Chair Vipperman. Vice President Qureshi introduced new staff members Erin Oliver, Director of Human Resources, and Wade Davis, Controller. Acting Vice President Dobbs introduced Tom Mercado, newly appointed Director of Student Activities.

The Chair presented a gift from the College to AT&T representative Carol Kozowski and publicly recognized their contribution made through the AT&T University Equipment Donation program.

Trustees moved acceptance of the agenda. Changes included moving action regarding approval of the minutes to an earlier point in the agenda, and changing item No. 12 (resolution providing for the College's organization table and method of change) from action to information.

APPROVAL OF MINUTES - Action

Motion Mr. Gelman moved approval of the minutes of the July 10, 1991
8-1-91 meeting as distributed. Seconded by Dr. Rice and passed.

CHAIR/PRESIDENTIAL REPORT

The Chair had no report. Interim President Purce called on Bonnie Moonchild to provide an update with regard to the presidential search process. She distributed information regarding presidential search advertising (attached) and responses to the presidential announcement which have been received (125 self-nominated individuals; 76 individuals have been nominated by others; 82 individuals who are members of higher education associations have been contacted and requested to submit nominations; and 11 individuals to date have submitted completed application packages).

APPROVAL OF RESOLUTION ACKNOWLEDGING AT&T SUPPORT OF EVERGREEN AND THE TACOMA CAMPUS - Action

Motion Mr. Gelman moved approval of Resolution No. 91-9,
8-2-91 entitled "Resolution of the Board of Trustees of The Evergreen State College in Recognition of the Contributions of AT&T University Equipment Donation Program." Seconded by Ms. Meserve and passed.

APPROVAL OF THE 1991-93 OPERATING BUDGET - Action

The Interim President reviewed the range of policy issues contained in the 1991-93 biennium operating budget. Budget officer Steve Trotter outlined the process and reviewed the administrative recommendation. This budget incorporates the internal adjustments required to carry out legislative intent and provides the funds necessary to cover the required compensation adjustments. The final passage of the legislative budget included the following policy changes: redefined base level budget (\$959,385); enrollment growth (\$592,605 with an FTE of 3139 this year and 3178 next year); classified staff salary increases (\$527,000); faculty salary increases (\$687,000); exempt salary increases (\$311,000); Higher Education Personnel Board clerical staff reclassifications (\$265,000), health insurance increase (\$690,000).

Vice President Lidman reviewed policy changes (attached) for the academic division. Chair Vipperman asked what would not be attended to because of the budget constraints. Dr. Lidman indicated that greater support would assist the College with international studies, multicultural dimensions in the curriculum, instructional equipment, and being more competitive in faculty salaries.

Chair Vipperman requested at some point soon a report on the impact of the budget (what is it we think is important for the College to be on the leading edge of and what do we have money to fund) from short- and long-term viewpoints and the impact on students. She felt there needed to be a real team effort between the Foundation, the academic community, the administration

and the Board to find other ways to fund or get some of these areas of concern addressed. Interim President Purce responded that staff would prepare a document identifying critical academic issues. The reality of the budget is that the College is sustaining a .4 percent reduction in terms of operation, even more when the high inflation in some areas is considered.

Chair Vipperman requested a report on what is actually spent on the library. Dr. Lidman responded that he would prepare a report on the library first and then respond to the above requested report on the budget needs to maintain and continue to develop a high quality institution.

Trustee Terrey requested in future budget documents that an additional column be added to show the percentage of change.

Vice President Dobbs reviewed the attached policy statements for the student affairs division (safety and recruitment, retention and diversity).

Vice President Qureshi reviewed the policy decisions in the finance and administration division (attached). He also reviewed the 1991-93 capital budget. Capital projects include: air quality study and modifications; handicapped access and improvements; outdoor safety lighting and communications; earthquake preparedness; HVAC equipment and fire alarm repairs and replacement; Lab annex remodel - metal and wood shops; mezzanine project studio - Lab annex; and computer network.

Lee Hoemann reviewed the work of the development and college relations offices and discussed the attached policy statements regarding the major areas of focus, which relate to the presidential search and work aimed towards creating the best possible environment for a new president.

Motion Dr. Rice moved approval of the 1991-93 biennium operating budget
8-3-91 of \$84,650,549 for all college funds (including Student and Activities) and the attached policy changes required to balance the two-year budget. The operating budget is summarized as follows:

State and local funds	\$ 55,664,170
Dedicated local funds	1,887,942
Grants and contracts	3,955,090
Student Financial Aid	7,886,712
Service and Auxiliary Funds	15,256,095

Seconded by Mr. Gelman and passed.

This approval will replace the previous Board approval of a temporary operating budget which was operable from July 1, 1991 to August 14, 1991.

Trustee Terrey and Interim President Purce commended Steve Trotter and staff for the excellence of the budget preparation.

The Chair requested an update report on a quarterly basis about how the College is doing in addressing issues of concern--where the College is per program area--per area of emphasis.

OTHER BUSINESS AND INFORMATION

Policy Issue

Dr. Purce reiterated that the approval of the resolution providing for the College's organization table and method of change had been pulled from the action agenda pending a determination of areas of policy the Board will be concerned about (in reference to security operations). He anticipated that a decision would be made in September.

TESC NACUBO Based Audit

Dr. Qureshi reviewed the response to the NACUBO audit of TESC's financial statement. The three areas addressed were (1) financial statements; (2) student housing systems and revenue bond covenants; and (3) office of employee relations. He reviewed in detail the audit findings and College's responses.

DATE OF NEXT MEETING AND ADJOURNMENT

The Chair announced the possibility that the September meeting might be moved from the regularly scheduled second Wednesday. It was subsequently determined that the Board would hold a special meeting (in addition to the regularly scheduled meeting on September 11) to deal with the Board/Presidential evaluation.

The Chair thanked the Tacoma campus staff and faculty for their hospitality.

The meeting adjourned at 4:30 PM.


Carol Vipperman, Chair


Lila S. Girvin, Secretary

Attachments