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

August 9, 1995

**Daniel J. Evans Library, Room 3112
Olympia, Washington 98505**

Trustees Attending:

Lila S. Girvin
Frederick T. Haley (August 9)
Ed Kelly
Christina A. Meserve
John N. Terrey
Carol Vipperman

Excused Absence:

Dwight Imanaka

Representative to Board:

Brian Coppedge, Student
Judy Huntley, Staff
Pete Sinclair, Faculty

Staff Present:

Jovana Brown, Member of the Faculty
Bill Bruner, Dean of Library Services
Paul Butler, Member of the Faculty
Richard Cellarius, Member of the Faculty
Art Costantino, Vice President for Student Affairs
John Cushing, Academic Dean
Wade Davis, Controller
Lee Hoemann, Executive Associate to the President
Steve Hunter, Director of Institutional Research
Ken Jacob, Director of Facilities
Jane Jervis, President
Jim Johnson, Director of Computing and Communications
Jim LaCour, Director of Human Resources
Neil McClanahan, Acting Director of Public Safety
Nancy McKinney, Special Assistant to the Executive Vice President
Tom Mercado, Director of Student Activities
Kim Merriman, Assistant to the President for Governmental Relations
Les Purce, Executive Vice President for Finance
Gary Russell, Chief of Security
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Barbara Leigh Smith, Vice President for Academic Affairs & Provost
Oscar Soule, Member of the Faculty
Steve Trotter, Budget Officer
Kristy Walker, Bookstore Manager
Mike Wark, College Relations
Karen Wynkoop, Associate VP for Academic Budget & Financial Planning
See permanent roster for others attending

Others Attending:

Jan Frickelton, Assistant Attorney General
Jennifer Belcher, Commissioner of Public (8/8/95)
Lou Johnson, Guest (8/8/95)

TUESDAY, AUGUST 8 - WORK SESSION

The work session was convened at approximately 1:33 pm by Chair Kelly, who announced the absence of Trustee Imanaka due to the death of his father.

Overview of Habitat Conservation Plan for DNR-Managed Trust Lands

Commissioner of Public Lands Jennifer Belcher brought a large packet of information for each Trustee and discussed a number of issues related to the DNR managed lands (duties of trust manager, milestones in trust land management, distribution of normal school trust revenues, habitat conservation plan, impact of threatened species, etc.) The Department of Natural Resources manages approximately 2.9 million acres of land. Effective July 1, 1995, Evergreen began sharing with Eastern, Western and Central the revenue generated from the 65,000 (approximately) acres of Normal School Trust lands. One of the most pressing challenges in managing this public land is providing habitat for endangered species. She described the Habitat Conservation Plan proposed for the northern spotted owl (95,000 acres identified to provide habitat appropriate for nesting, roosting, and foraging -- the location of that habitat could be moved over time to allow harvesting of timber). DNR is currently doing an economic analysis to identify the impact on the trust lands over a 200-year period. This information will be published and the public given an opportunity to comment before the Board of Natural Resources makes a decision next spring. Commissioner Belcher responded to questions from Trustees and faculty members who had been invited to this presentation. She mentioned her intention to keep the Trustees informed and encouraged Trustees to ask questions, invite her back, and/or react to the plans being developed.

Budget Update

Vice President Purce, with the assistance of other staff, provided an overview of the 1995-97 operating budget expenditure plan, reviewed earlier actions, and discussed the plans for the enhancement funds. Steve Trotter outlined the seven-step process in the development of this proposal: policy approval of mandated budget reduction plans, temporary expenditure authority, 4% cost-of-living wage adjustment, 4% mandatory tuition increase, and the S&A budget; policy approval of inflation/mandatory cost items including base level institutional must-do priorities; and policy approval of the final spending plans containing enrollment growth and enhancement allocations. Steve Trotter pointed out the enrollment and enhancement increases approved by the legislature (20 additional FTE per year for a total budgeted enrollment level of 3298 FTE in 1996-97). A reserve for potential accelerated enrollment growth planning, including expansion of part-time studies, has been held pending further internal conversations and subsequent Board approval. Lee Hoemann (for the President's office) and the Vice Presidents reviewed the items which will be accomplished in their areas with the enhancement funds.

Trustees adjourned to a surprise reception honoring Vice President Purce who is leaving Evergreen later this month.

WEDNESDAY, AUGUST 9 - REGULAR MEETING

Chair Kelly called the meeting to order at 9:05 AM. He introduced the new representatives to the Board: Brian Coppedge (student representative) and Pete Sinclair (faculty representative) and announced the absence of Trustee Imanaka. Dr. Purce introduced Neil McClanahan who is serving as the acting Director of Public Safety.

Enrollment & Growth Planning

Vice President Purce framed the discussion for the Board. A lengthy discussion ensued. Vice President Smith reviewed the long-range plan which envisioned the College growing by 1,000 students by the year 2010, with much of that growth in the part-time studies area (to make maximum use of facilities and to serve the community which is not presently being served by a full-time curriculum). Steve Trotter emphasized that the major issue will be access and funding in light of Initiative 601 and the number of students who will be entering the system between now and 2010. He projected that external forces will be scrutinizing Evergreen in ways the College has not experienced. President Jervis indicated that part of the discussion is a determination about whether the college is attracting as many in-state students as it should. Staff will continue discussions about the proposed growth plan at the **October meeting** and hope to have an action item for the Board's approval in either October or November. Jeanne Hahn, chair of the Long-Range Curriculum DTF, cautioned that growth at the rate under discussion would have enormous impact on the curriculum and on faculty hiring;

Board Discussion Items

- **Trustee Reunion Dinner:** Trustees discussed the purpose of this event and **AGREED** to schedule a dinner in the spring in Tacoma with a program designed to develop support for the College and provide information about Evergreen (perhaps meeting on the Tacoma campus).
- **Board Self-Evaluation:** Faculty Representative Pete Sinclair suggested that the Board not write an evaluation but evaluate each other honestly and frankly. **AGREEMENT:** This is a group effort, not the responsibility of one person. Trustee Meserve felt it was important to spell out what the Board accomplished/addressed during the past year.
- **Board Evaluation of the President - AGREEMENT:** This is a group process. The Board writes a letter to campus describing the process and announcing the conclusions. (Normally in October; occurred in June this year.)
- **Liaison to the Foundation - AGREEMENT:** The **Chair** will continue to serve as liaison to the Foundation.
- **Board Goals - AGREEMENT:** Goal establishment will be a group effort. *Policy No. 4: "Each **October**, the Board will design & develop long-term goals and priorities that are reviewed in a work/study session. Those goals and priorities will serve to guide the*

development of the biennial budget and will be used by the Board to assess budget proposals submitted for their approval. (Normally the goals are approved at the December Board meeting.)

- ***Board Retreat - AGREEMENT:*** Board will hold a RETREAT on the College campus (perhaps the Longhouse or Organic Farm -- rather than the Board Room or the President's Residence), not in conjunction with the October Board meeting.

Appointment of Subcommittee: The Chair asked Trustees Meserve and Terrey to serve as a subcommittee to develop agenda for the Board RETREAT.

Reports/Follow-up from Senior Staff

Update: Interest in Co-Location: Vice President Purce announced that these discussions will move more slowly in order to accommodate the following: (1) the Administrator of the Courts needs to consult more widely and will need approval from the legislature; (2), the College is not immediately able to think about a joint building or accelerating the seminar building addition (for the proposed college of part-time studies program); and (3) the campus architect position needs to be filled.

Update: Security

Dr. Purce (1) outlined the work that Neil McClanahan is performing as Interim Director of Public Safety; (2) announced that by the end of August the remaining officers will be eligible for commissioning; (3) informed Trustees of the progress of the search for Director of Public Safety; and (4) told Trustees that Neil McClanahan will be preparing a report and recommendations concerning the operations of this division.

Update: Interim Committees

Kim Merriman, in response to a request for routine updating, mentioned the work of the Governor's Task Force on Financing Higher Education. Over the next year, this task force will explore funding for the access needs of Washington State. She also highlighted the Elway poll (a study of Washington State residents' views of higher education) distributed by the HEC Board. The House and Senate interim committees have not yet met.

LUNCH RECESS - Trustees recessed to have lunch and attend a classical guitar performance (in honor of Les Purce).

REGULAR MEETING - Reconvened

The meeting reconvened at approximately 1:30 PM. The Chair announced there would be an executive session later in the meeting.

CHAIR'S REPORT

Chair Kelly expressed appreciation to Rita Sevcik for coordinating the surprise visit of Lou Johnson and thanked those who participated and contributed to the "commemoration" of Les Purce's departure from Evergreen.

RESOLUTION RECOGNIZING LILA GIRVIN'S TERM AS CHAIR - Action

Motion Ms. Meserve read and moved approval of Resolution No. 95-4, entitled
8-1-95 "Resolution of The Board of Trustees Recognizing **Lila Girvin's** term as Chair of the Board of Trustees." Seconded by Dr. Terrey and passed.

RESOLUTION ACKNOWLEDGING THE CONTRIBUTIONS OF THOMAS L. PURCE - Action

Trustee Vipperman reflected upon the experiences she and Trustee Girvin shared with Les Purce during their first year and a half on the Board. She expressed her appreciation of and respect for Les and asked Lila Girvin to assist her in reading a resolution acknowledging the contributions of Les Purce, who leaves the end of August to assume a new position at WSU.

Motion Ms. Vipperman moved approval of Resolution No. 95-5, entitled
8-2-95 "Resolution of the Board of Trustees Expressing Affection, Gratitude, and Best Wishes to **Thomas L. ("Les") Purce.**" Seconded by Mr. Haley and passed.

Trustees took a moment to share their memories of their association with Les.

Chair Kelly invited Brian Coppedge, the new student representative, and Pete Sinclair, the new faculty representative, to tell the Board about themselves. Judy Huntley, staff representative, reported on the work of the summer for staff -- getting ready for new students. Dr. Costantino introduced Vauhn Elizabeth Wittman-Grahler, newly appointed manager of Wellness, Leisure Education and Recreation.

Appointment of Board Subcommittee

The Chair announced the appointment of a Board Subcommittee (composed of Ed Kelly, Chris Meserve, and Carol Vipperman) and reported these Trustees will be consulting with the Attorney General regarding the President's contract.

PRESIDENT'S REPORT

Vice President Les Purce reported the impact on Evergreen of recent deaths. (1) Ben Keifer, whose property had been acquired in 1968, had an agreement with the College to remain in his home on Evergreen's campus until his death. When he died several months ago, ownership of

his home and property reverted to the College. (2) Upon their deaths, John & Mary Trimm willed their estate (located on Hood Canal) to Evergreen's Foundation.

Dr. Purce announced the appointment of Nancy McKinney and Steve Trotter as Interim Associate Vice Presidents for Finance and Administration.

APPROVAL OF MINUTES - Action

Rita Sevcik identified a one-word deletion made on page 8 of the June 14 minutes.

Motion Ms. Meserve moved approval of the minutes of the meetings of June 9 and
8-3-95 June 14 (as corrected). Seconded by Ms. Girvin and passed.

APPROVAL OF THE 1995-97 OPERATING BUDGET - Action

Dr. Purce recommended approval of the 1995-97 budget discussed at the Tuesday work session. Barbara Smith briefly reviewed two additional items in the academic area.

Motion Ms. Vipperman moved approval of the attached 1995-97 operating budget
8-4-95 expenditure plans totaling \$90,289,010 for all College funds, which consist of state appropriated funds and operating fees, state non-appropriated funds, and the College's non-appropriated non-budgeted self-supporting operations. Seconded by Ms. Meserve and passed.

Update: Program Reviews (deferred from morning session)

Finance & Administration - Vice President Purce mention that staff were now acting on the recommendations of the **Bookstore** program review. He provided an overview of plans in the coming year for program reviews in the area of Finance and Administration: self-study for **Computing and Telecommunications** and for the **Controller's** office, followed by an external review in the spring. Steve Trotter and Ken Jacob reviewed the findings of the recently completed **Facilities** peer program review.

Student Affairs - Vice President Costantino identified plans for a program review for **Academic Advising**.

Academic Affairs - Vice President Smith reported that the academic area is under a Higher Education Coordinating Board program review cycle (specific reviews are being re-negotiated). The **Master in Environmental Studies** program self-study was done this year; the external visit will occur next year. The five-year interim **Re-accreditation** was completed last fall. Other academic units: Consideration is being given to a program review for **International Studies** (to be done in conjunction with Student Affairs) and for the **Library** (probably next year).

OTHER BUSINESS, REPORTS AND ANNOUNCEMENTS

Employee Assistance Program

Jim LaCour, Director of Human Resources, reviewed material which had been sent to the Board, pointing out a 5.5% utilization for the Employee Assistance Program from June 20, 1994 to June 30, 1995. Evergreen has contracted with St. Peter Hospital for this program for Evergreen's staff and faculty. He distributed additional information about this program and mentioned that employees and their family members are eligible for six visits per issue to address emotional/behavioral problems which can adversely affect the employee's performance.

Report on Tuition Waivers

Vice President Costantino apprised Trustees of issues surrounding tuition waivers, indicating that currently 6% of the 8.5% of the operating fees portion of tuition are earmarked for tuition waivers not based on need; the remaining 2.5% are need-based in the form of grants, loans or work study. This coming year the need-based portion has been increased to 3.5% and the institution has been given considerable discretion for use of the remaining funds. He indicated that Trustees will be asked to consider this issue later in the fall.

Report on Evans Chair & the Longhouse

Provost Smith provided an update of the Evans Chair: Evergreen succeeded in matching the \$250,000 appropriation from the Legislature to establish an Endowed Professorship, which has been named the Daniel J. Evans Chair in Liberal Arts. This will be an unusual first year because the Chair activities have been combined with the opening of the Longhouse. The six Evans Chair scholars are Buffy Sainte-Marie, Vi Hilbert, Billy Frank, Hazel Pete, John Hottowe, and Sherman Alexie.

Colleen Ray reviewed the status of the Longhouse, which is very close to completion, and the associated artwork. She invited Trustees to attend the opening ceremony on September 22, at 3:00 PM.

Evergreen Annual Fund

Sandy McKenzie, Executive Director of College Advancement, introduced Rachel Burke Cusack, a 1982 graduate who has recently been appointed to the position of Director of Development Services. Valerie Manion, Director of Annual Fund and Alumni Relations, joined Ms McKenzie in reporting a successful annual fund year. The money raised from the annual fund supports three activities, the largest of which is the support of 45 scholarships. Additionally, it provides discretionary funds for College divisions and awards grants to students, faculty and staff for special projects or activities. This year's goal of \$180,000 was exceeded. Ms. Manion distributed and reviewed the Evergreen fund five-year history, the giving level among the different constituents, and the historical total-giving record. Alumni giving to the annual fund has increased 90% since 1991 and there has been a 29% increase in total giving

during that same period. Ms. McKenzie will provide more detailed statistics at the October Board meeting.

Other Business

Provost Smith invited Trustees to attend the October 25 - 27 Faculty retreat at Ft. Worden.

EXECUTIVE SESSION/DATE OF NEXT MEETING/ADJOURNMENT

The Trustees adjourned into executive session for the purpose of consulting with legal counsel regarding actual or potential agency litigation. After approximately one hour, Trustees reconvened the regular meeting. No action was taken.

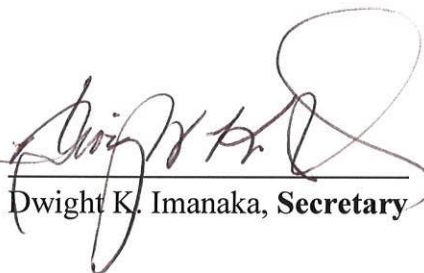
A poll was conducted to establish the date of the next meeting (confirmed for October 14)

The meeting was adjourned at 4:52 PM.



Edward Kelly, **Chair**

acting for



Dwight K. Imanaka, **Secretary**

Attachments (3):

Resolution 95-4
Resolution 95-5
1995-97 operating budget expenditure plan