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

JUNE 12, 1996

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

Trustees Attending:

Lila S. Girvin
Frederick T. Haley
Dwight Imanaka
Christina A. Meserve
John N. Terrey
Carol Vipperman

Representative to Board:

Brian Coppedge/AmyLyn Ribera, Student/Alternate
Linda Pickering, Staff
Pete Sinclair, Faculty

Staff Present:

Art Costantino, Vice President for Student Affairs
John Cushing, Academic Dean
Shannon Ellis, Dean of Student and Academic Support Services
Ruta Fanning, Vice President for Finance and Administration
Jane Fisher, Head of Sound and Image Library
Lee Hoemann, Executive Associate to the President
Linda Hohman, Associate Director of Housing
Jane Jervis, President
Barbara Leigh Smith, Vice President for Academic Affairs and Provost
Sandy McKenzie, Executive Director of College Advancement
Nancy McKinney, Special Assistant to VP for Finance and Administration
Kim Merriman, Assistant to the President for Governmental Relations
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Steve Trotter, Budget Director
Kristy Walker, Director of Bookstore
Mike Wark, Director of College Relations
Bill Zaugg, Administrative Assistant for Budget
See permanent roster for others attending

Others Attending:

Jan Frickelton, Assistant Attorney General
Students from *The Evergreen News* (see permanent roster for names)

REGULAR MEETING - Work Session

Chair Imanaka called the meeting to order at 9:10 AM. The agenda was approved as submitted. President Jervis reviewed possible topics for the Board retreat scheduled for August 13. She suggested three possible issues focusing on external pressures on the college. Trustees reacted to these suggestions and expressed their preferences. Trustee Terrey also suggested looking at some of the Board's governance operations. Trustee Vipperman, whose staff member is involved in a group doing "scenario" planning for the future, will inquire about the structure employed and feasibility of someone from this group working with Evergreen's Board. The discussion at the Retreat will set the agenda for a series of year-long discussion at the Tuesday afternoon work sessions.

Annual Report: Long-Range Plan

This discussion served as an introduction to the discussion of the 1997-99 operating budget. President Jervis provided a context for the work which has occurred in relating the long-range plan to budget planning. She identified a number of items which have been completed and identified external circumstances which have changed since the long-range plan was adopted. This year OFM is requiring that performance measures be tied to the strategic plan and operating budget. She mentioned that the accreditation self-study will be completed in 1997-98 (for the October, 1998 ten-year re-accreditation visit). Staff will be developing an updated long-range plan which will tie budget planning with the beginning of the re-accreditation self-study. She believes that Evergreen has internalized both the mission and the long-range plan to an extraordinary degree.

Vice President Smith announced that there has been a 4% gain in retention from fall to spring, which is a predictor of fall enrollment.

Budget

Vice President Fanning, in preparation for Board action later in the day, reviewed elements of the 1997-99 operating budget request. This document relates goals to budget request items and to the long-range plan. There was a wide-ranging discussion of performance measures and the importance of presenting information about Evergreen in a format that will define Evergreen's uniqueness.

Faculty Reappointment Policy

Provost Smith, joined by Academic Dean John Cushing, led a discussion of the faculty reappointment policy slated for Board approval in August. The policy was approved by the faculty in April, 1996. She identified specific changes from the current policy, explaining that this policy clarifies the confusion between three-year and eight-year contracts for continuing faculty. Dr. Cushing reviewed the development of this policy. Trustee Meserve expressed concern about section 8(b)7 "*... neither the provost nor the review panel may take account of whether or not the candidate's knowledge and skill fits with the content of the projected future short-term or long-term curriculum.*" Dr. Smith responded that this flexibility was taken into consideration when a faculty member is initially hired. Dr. Cushing added that there is a lot of emphasis on making careful hiring decisions. President Jervis opined that there is a philosophy embedded in this policy reflecting the value of the institution in making commitments to people and a recognition that Evergreen isn't like other places -- the longer faculty are here, the more difficult it becomes for them to transfer to a conventional tenure-track institution. The President reminded the Board that this policy, along with the Mid-Contract Termination with Adequate Cause policy, and the Reduction in Force policy approved by the Board in December, 1995, constitute the faculty employment processes. Trustee Terrey expressed his concern that this policy is a mixture of policy and procedure. Trustee Vipperman expressed her reaction that she personally would not be comfortable voting for a one-page policy without an understanding of how it might operate. Upon receiving kudos for this policy development, the Provost indicated

that faculty member Mark Levensky should receive the recognition for this significant piece of work.

RECESS FOR LUNCH/FAREWELL TO STUDENT REPRESENTATIVE

Prior to recessing for a picnic lunch, Trustees bid farewell to Student Representative Brian Coppedge who indicated that over the summer he would like to share with the Board his ideas regarding the role of the student representative.

REGULAR MEETING - Reconvened

The regular meeting reconvened at approximately 1:35 PM.

CHAIR'S REPORT

Chair Imanaka announced that he has asked **Trustees Meserve and Terrey**, in collaboration with several faculty, to plan a special on-campus event in tribute to Ed Kelly.

PRESIDENT'S REPORT/DNR BOARD REPRESENTATIVE

President Jervis briefed the Board regarding the status of the Department of Natural Resources habitat conservation planning process and the issue of the best management of the trust lands for all beneficiaries now and in the future under the strictures of the federal endangered species act. She announced that Trustee **Dwight Imanaka will serve as the Board's representative to the DNR Beneficiaries committee** (replacing Ed Kelly). She reported that the Longhouse Users Advisory Group, formed to address potential issues of controversy regarding use of the Longhouse, has recommended that alcohol not be used in the Longhouse; this recommendation has been accepted. She thanked Nancy McKinney for her leadership in this effort.

The President also (1) informed the Board that a campus space utilization study is underway (this effort will guide the College in determining ways to adapt the space to use it as efficiently as possible); (2) presented a list of accomplishments identified recently by the management group; (3) announced the appointment of Dr. Sandra Elman as Executive Director of the Commission on Colleges of the Northwest Association of Schools and Colleges; (4) reviewed her activities since her last report; (5) requested that the Trustees put September 16 on their calendars for the fall convocation/opening event for the 25th year anniversary celebration; and (6) reported recommendations of the Governor's task force on *Funding of Higher Education*.

Pete Sinclair announced that Janet Ott will replace him as Faculty Representative to the Board. AmyLyn Ribera (who acted as alternate student representative this past year) mentioned the cessation of technology fee discussions (presumably to be renewed next fall) and referenced a meeting held to discuss a process to select student representatives to the Board. The Chair expressed appreciation to Board representatives for the valuable contributions they made.

HONORARY DEGREE FOR CHARLES McCANN - Action

President Jervis requested Board approval of the recommendation to grant an honorary degree to Dr. Charles McCann, to be conferred at the fall convocation. She believes this is an appropriate way to celebrate the College's twenty-fifth birthday, since he was the Founding President, and it is an appropriate and timely way to honor Charles McCann and, therefore, honor the founding of this institution. State statute allows Trustees to award honorary degrees based upon the recommendation of the faculty. This recommendation comes with the unanimous support of the faculty (unanimously approved at the May faculty meeting). This is the first time the faculty has recommended the granting of an honorary degree at Evergreen.

Motion Dr. Terrey (having known Charles McCann and having endorsed his candidacy
6-1-96 for the position of Founding President), moved approval of the recommendation of the Faculty to award an Honorary Master of Public Administration Degree to **Dr. Charles J. McCann**. Seconded by Ms. Meserve and unanimously passed.

President Jervis added that it is the institution's intent that granting honorary degrees will be an exceptional action.

APPROVAL OF MINUTES - Action

Motion Ms. Meserve moved approval of the minutes of the May 8, 1996 meeting
6-2-96 as distributed. Seconded by Mr. Haley and passed.

APPROVAL OF S&A BUDGET - Action

Vice President Costantino reviewed the groups funded under the Tier I budget structure (ongoing operations with two-year funding) and Tier II (groups funded only for one-year). He introduced Tom Mercado who introduced the outgoing S&A Coordinator (Jules Connolly) and recognized Denise Robertson for her integral role in supporting and helping to develop this budget proposal. Jules provided highlights of the year, noting her perception of increased collaboration between the S&A groups. Jules introduced the incoming S&A Coordinator, Erin Ficker. Erin mentioned the S&A Board's commitment to a special initiative fund, for needs that could not be anticipated, and talked about ways in which this fund could be helpful to graduate and evening/weekend programs. Dr. Costantino recognized Jules Connolly for being a major contributor to the campus and to student life during her four years at Evergreen.

Motion Ms. Meserve moved approval of the 1996-1997 Services and Activities Tier II
6-3-96 budget totaling \$182,530 and supplements to Tier I totaling \$44,240 for a total of \$226,770, as recommended by the 1995-96 Services & Activities Fee Allocation Board. Seconded by Ms. Girvin and passed.

APPROVAL OF 1997-99 OPERATING BUDGET - Action

President Jervis recommended approval of the 1997-99 operating budget submittal as reviewed in the morning work session and outlined in the background material.

Motion Ms. Vipperman moved approval of the 1997-99 operating budget submittal to the
6-4-96 Governor and the Legislature, totaling \$7,070,956, comprised of the following initiatives:

BUDGET REQUEST INITIATIVES

1997-99 Budget Request Initiatives	AMOUNT
• Access through Enrollment Growth	\$2,570,400
• Strengthening Undergraduate Education	1,007,522
• Technology: Tools for Teaching and Learning	1,758,000
• Administrative Computing Systems Replacements	685,062
• Plant Maintenance and Operations	454,672
• Public Services to the State 595,300	
TOTAL BUDGET REQUEST INITIATIVES	\$7,070,956
	\$7,309,216

This number was modified 8/14/96 by Motion No. 8-3-96 to reflect inter-institutional agreement concerning cost-per-student calculation.

Seconded by Dr. Terrey and passed.

This approval follows long discussions relative to the budget request. Vice President Fanning acknowledged the efforts of Budget Officer Steve Trotter in developing this proposal

ELECTION OF OFFICERS - Action

Trustee Terrey presented the slate of officers proposed by the nominating committee (comprised of Trustees Girvin, Meserve and Terrey):

Motion Dr. Terrey moved approval of the slate of officers proposed by the nominating
6-5-96 committee for 1996-97:

Chair: **Dwight Imanaka**
 Vice Chair: **Fred Haley**
 Secretary: **Carol Vipperman**

Seconded by Ms. Meserve and passed.

OTHER BUSINESS, REPORTS, AND ANNOUNCEMENTS

Annual Report: Faculty Evaluations of Students

Provost Smith highlighted efforts undertaken to address the continuing concern of the College and of the Board regarding late faculty evaluations of students (keeping better records, sanctions, faculty handbook changes, including a procedure for withholding paychecks and establishing a date by which incomplete work can be completed). The President complimented Dr. Smith for her work with the faculty in regard to this issue. President Jervis observed that this is not an issue unique to Evergreen. The Chair reiterated the importance of this issue to students.

Annual Report: Summer Conferences/Auxiliary Services

Nancy McKinney distributed a conference services brochure and provided highlights of the 1996 summer conference schedule (6,000 conference attendees). Staff are continuing to look for improved ways of doing business and marketing new clients. Ms. Fanning pointed out the diversity of the groups holding conferences at Evergreen.

Update: Bookstore Long-Range Plan

Ruta Fanning introduced Kristy Walker, Director of the Bookstore, indicating that Ms. Walker has already implemented many of the items set forth in the Bookstore long-range plan. Ms. Walker briefly highlighted efforts to improve the financial picture (she anticipated making a profit this fiscal year) and to improve customer service.

Report: Implementation of Changes to Public Safety

President Jervis reviewed the chronology of events leading to her decision to instruct Vice President Costantino to move towards limited arming of public safety officers with deliberate speed. She hopes recommendations can be implemented by September 1; however, it is important this not happen until officers are fully trained and properly equipped and have sufficient backup (including adding two new public safety officers and an additional vehicle). The President discussed the implications associated with implementing the DTF recommendations. She complimented the DTF for their extraordinary work, indicating the process has been careful, thorough, and participatory to a remarkable degree. She thanked the Board for their support and Dr. Costantino for his leadership.

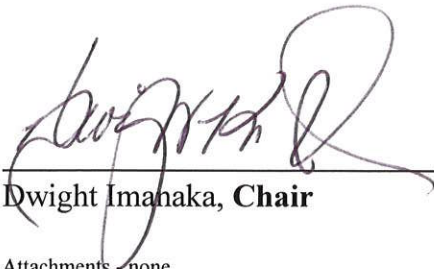
Super Saturday Presentation

Jane Fisher presented Trustees with "Super Saturday" sports bottles and invited their presence on June 15.

DATE OF NEXT MEETING, AND ADJOURNMENT

The date of the next meeting was confirmed for August 14, with a Board retreat on August 13.

The meeting adjourned at 3:22 PM.



Dwight Imanaka, Chair



Carol Vipperman, Secretary

Attachments: none

RMS