

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

September 15, 2009

Trustees Attending:

Carver Gayton
Irene Gonzales
Denny Heck
Kristin Hayden
Dixon McReynolds
Keith Kessler
Anne Proffitt
Paul Winters

Staff Present:

Don Bantz, Academic Vice President and Provost
John Carmichael, Executive Assistant to the President
Steve Herman, Emeritus Member of the Faculty
Lee Hoemann, Vice President for College Advancement
John Hurley, Vice President for Finance and Administration
Phyllis Lane, Dean of Student and Academic Support Services
Elizabeth McHugh, Director of Health and Counseling Services
Tom Mercado, Director of Student Activities
Scott Morgan, Sustainability Coordinator
Collin Orr, Director of Business Services
Nancy Parkes, Member of the Faculty
Aaron Powell, Director of Computing and Communications
Thomas L. Purce, President
Bruce Sutherland, Emergency Response Planning Coordinator
Paul Smith, Director of Facilities
Ken Tabbutt, Academic Dean
Allen Toothaker, Associate Vice President for Human Resources
Steve Trotter, Executive Director of Operational Planning and Budget
Todd Sprague, Executive Director of Marketing Communications and College Relations

Others present:

Andrew Buchman, Faculty Representative to the Board
Jennifer Commodore, Alumni Representative to the Board
John McLain, Staff Representative to the Board
Colleen Warren, Senior Assistant Attorney General

Trustee Paul Winters called the meeting to order at noon in Room 3201 of the Library Building of The Evergreen State College at 9:05 a.m. A quorum was present with Trustees Gayton, Gonzales, Heck, Kessler, McReynolds, Proffitt and Winters attending. Ms. Hayden joined the meeting at 9:30.

Executive Session

Mr. Winters announced that the Board would meet in executive session as allowed by RCW 42.30 to review discuss litigation with legal counsel. He said that the Board would return to an open public meeting at 9:30 a.m. The Board returned to an open public meeting as scheduled.

Capital Projects Update

Vice President for Finance and Administration John Hurley and Director of Facilities Paul Smith reviewed the status of current capital projects, including the Arts Annex, the design of a new Sustainable Agriculture Lab and Greenhouse, the renovation and expansion of the Longhouse, and the renovation of

the College Activities Building. Mr. Smith noted that the college has received a grant from the Federal Emergency Management Agency to contribute toward seismic improvements to the Clock Tower.

Human Resources Management System

Vice President for Finance and Administration John Hurley described the need to update the college's human resources technology. He was joined in the discussion by Associate Vice President for Human Resources Allen Toothaker, Director of Computing and Communications Aaron Powell and Director of Business Services Collin Orr. The group noted that the payroll system that the college shares with the state's community college system is currently at the end of its useful life and efforts to replace it with a system-wide upgrade have been cancelled. Other regional universities in the state system have switched to the Banner/Sungard system that Evergreen proposed to use. The software is common in higher education institutions and Evergreen currently uses the system for student records, financial and advancement data. Adding human resources capabilities to the system will cost \$1.4 million over three years and require revising some of the college's business processes. The project would greatly improve the college's management and budgeting capabilities when the new capabilities are integrated into existing finance and budgeting modules. Mr. Powell said that providing the same level of service without the software would be considerably more costly. He estimated that the return on investment for the project would be eight years.

Washington Public Interest Research Group (WashPIRG)

Dean of Student and Academic Support Services Phyllis Lane introduced Tom Mercado, Director of Student Activities who discussed a proposed agreement with the Washington Public Interest Research Group (WashPIRG). Mr. Mercado said that WashPIRG is an independent, student-directed non-profit advocacy group that has been active on campus since 1983. Because the organization is an independent advocacy group, the student fee that supports its activities must be authorized by students. The vote to authorize the fee takes place every other year and the fee is optional. Students can elect to not pay the WashPIRG fee.

As part of the college's agreement with WashPIRG, the organization provides a campus organizer to lead their work on campus. The organization failed to provide the organizer in the fall of 1999, so Geoduck Student Union passed a referendum calling on the college to cease its relationship with WashPIRG and stop collecting the fee. In the Spring, a group of students began working to bring WashPIRG back. The group collected the required number of signatures on a petition in order to place the fee proposal on the Spring student ballot. The re-instated fee would be reduced from eight dollars to six dollars per quarter, and subsequent reauthorization votes would be conducted annually instead of bi-annually. The ballot measure passed, and staff now recommend that the Board authorize the collection of the fee and delegate the authority to enter into a new contract with WashPIRG.

Influenza Update

The Board received an update on preparations for an influenza outbreak from Dean of Student and Academic Support Services Phyllis Lane, Director of Health and Counseling Services Elizabeth McHugh and Emergency Response Planning Coordinator Bruce Sutherland. Dr. Lane said that the college had been preparing for an influenza outbreak since the H1N1 virus merged in the spring. Ms. McHugh described the college's health education campaign and tracking and support systems. Mr. Sutherland described the college's pandemic response plan, which defines roles of responders, protocols for isolation and quarantine, and the process for making timely decisions in the event of a pandemic.

Convocation

Mr. Winters recessed the meeting at 11:30 a.m. so that the Trustees could attend Convocation. Before breaking, Mr. Winters presented President Purce with a certificate and pin recognizing his 15 years of service to the college. The Board returned to the open public meeting at 1:30 p.m.

Public Comment

Mr. Winters invited public comment. There was none.

Climate Action Plan

President Purce introduced Executive Director of Operational Planning and Budget Steve Trotter, who in turn introduced the other members in attendance from the college's Sustainability Council: co-chair Nancy Parkes, Member of the Faculty; Ken Tabbutt, Academic Dean; Scott Morgan, Sustainability Coordinator; Paul Smith, Director of Facilities; and Todd Sprague, Executive Director of Marketing Communications and College Relations. Each of the Sustainability Council members discussed aspects of the Climate Action Plan. They described the college's sustainability effort and the role that the Climate Action Plan plays in that program and the college's overall educational mission. Ken Tabbutt noted that the Climate Action Plan supports the sustainability goals set in the college's 2007 Strategic Plan and the 2008 Campus Master Plan. Mr. Trotter noted that Evergreen was one of the first dozen institutions to sign the President's Climate Commitment. There are now more than 650 signatories, representing colleges and universities responsible for 35% of the nation's students.

Field Natural History

President Purce introduced Faculty Emeritus Steve Herman who described his work teach natural history through field study. He gave credit to the 17 visionary founding faculty members who designed a curriculum that allows students to be loyal to a single academic program. While colleagues at other colleges necessarily plan field work during winter and spring breaks, Evergreen faculty are able to plan longer field study as part of the regular academic term. Dr. Herman said that he recently completed the 26th field ornithology program where he taught bird banding and identification in South Central Oregon. He also noted that Evergreen students are able to do similar work at a field station in Southern Sonora operated by a non-profit organization created by former Evergreen students. Dr. Herman introduced staff member Kort Jungel, who supports the program, and several current and former students. He noted that many students go on to study ornithology and work in natural resource jobs.

Human Resource Management System

Motion

2009-27

Mr. Gayton made a motion to:

- Approve the project budget of \$1,400,000 for the HRMS/Imaging project which includes software licensing, consulting, state sales tax and, temporary project management and implementation staff costs.
- Authorize the award of the software/consulting contract to Sungard Higher Education, Inc. of Seattle, Washington in an amount not to exceed \$575,000 including Washington State sales tax and authorize the President (or designee) to execute the contract for the license and services for the HRMS product.
- Delegate authority to the President (or his designee) to approve change orders in either the licensing and services agreement and/or implementation plan expenditures to ensure a successful project outcome as long as the total project costs do not exceed the total \$1,400,000 project budget.

The motion was seconded and passed on a voice vote.

Communications Building Renovation

Motion Ms. Gonzales made a motion to authorize the award of an architecture and engineering
2009-28 contract for the design of the Communication Building Renovation project, to McGranahan Architects of Tacoma, WA for an amount not to exceed \$1,237,990 including reimbursables. The motion was seconded and passed on a voice vote.

Arts Annex Renovation

Motion Ms. Proffitt made a motion to authorize the award of an architecture and engineering
2009-29 contract for the design of the Lab/Art Annex Renovation project, to McGranahan Architects of Tacoma, WA for an amount not to exceed \$458,465. The motion was seconded and passed on a voice vote.

WashPIRG Fee and Contract

Motion Mr. Gayton made a motion to:
2009-30

- Approve a motion to collect an optional \$6.00 "WASHPIRG" student fee to be collected each quarter (including summer quarter) through Summer Quarter 2011.
- Approve a motion delegating to the President (or his designee) the authority to enter into an agreement with WashPIRG to implement collection of the WashPIRG fee from Winter Quarter 2010 through Summer Quarter 2011.

The motion was seconded and passed on a voice vote.

Policy on Evaluation of the President

Mr. Heck presented a proposed revision to the board's policy on presidential evaluation. He said that during the Board's annual evaluation of the President, the Trustees identified the need to update the policy that describes the evaluation. Several people had input into the proposed revision. He said that the revised policy would increase the formality of the process by identifying performance areas that would be included in the evaluation and by requiring the Board to memorialize the evaluation in writing.

Motion Mr. Gayton made a motion to adopt the revision to Board Policy #5, Presidential
2009-31 Evaluation, as presented (attached). The motion was seconded and passed on a voice vote.

Minutes

Motion Ms. Proffitt made a motion to approve the minutes of the July 8 meeting. The motion
2009-32 was seconded and passed on a voice vote.

Chair's Report

Kristin Hayden reported as the Board's liaison to the Foundation Board of Governors. She encouraged the Trustees to attend the October 17 auction.

Mr. Winters discussed planning for the Board retreat. Members expressed a desire to find a retreat date that would enable all Trustees to attend, but to have the retreat sooner rather than later. Staff will look for a date in late October.

Mr. McReynolds reported as Student Trustee. He said that it is an honor to serve and important for student voices to be heard. He described plans to interact with students in Olympia, Tacoma and in the

Reservation-Based program. He also invited Trustees to attend the Veterans coin ceremony planned for early November.

President's Report

President Purce invited Jennifer Commodore to report as the Alumni Association's representative to the Board of Trustees. Ms. Commodore said that the Alumni Board has elected two new members and is planning events for 2009-10. She described three scholarship fundraising events: a night at a Sounders game, a celebration of Washington wines in Walla Walla, and a night at a Tacoma Rainiers game.

President Purce invited John McLain to report as staff representative to the Board. Mr. McLain noted that the Public Service Centers are working very hard to find private money to make up for lost state funds. He described grants received by the Northwest Indian Applied Research Institute, the Washington Center and the Longhouse. He said that Trustees should expect to receive invitation to the October 17 opening ceremony for the newly expanded Longhouse.

President Purce invited Andrew Buchman to report as faculty representative to the Board. He echoed the comments of the other representatives, and said that rough times are difficult, but also an opportunity. People are pulling together to focus on what is truly important reviewing best practices and innovations. Several dozen faculty met in two sessions over the summer to focus on transcripts and general education. This will also be the focus of the academic retreat this week. The faculty will consider recommendations that may focus on requiring summative essays at the end of the sophomore and senior years.

President Purce invited Vice President for College Advancement Lee Hoemann to provide a fund raising report. Ms. Hoemann said that the Foundation has raised \$351,000 so far this year toward a goal of \$1.5 million. The Annual Fund has received \$57,000, which compares favorably to last year's \$50,000. She introduced Gift Officer Chris Hanger who is organizing the Art of Living auction. Mr. Hanger said that the event will support scholarships and the Evergreen Gallery. Artists who have been approached to donate work have been welcoming and generous.

President Purce asked Academic Vice President and Provost Don Bantz to provide an update on Performance Agreements. Dr. Bantz said that the State Performance Agreement Committee has asked for more time and may seek changes to the current process. Staff will ask the Board to appoint the college's Performance Agreement team when guidance is received from the state level.

President Purce asked Vice President for Finance and Administration John Hurley to describe an action planned for the Board's November agenda. Dr. Hurley said that federal rules require organizations that extend credit to adopt rules to reduce the risk of identity theft. The college staff is drafting rules based on the model adopted by Washington State University. The college already meets most of the requirements in order to comply with federal rules related to the privacy of student records. The rules will be presented for approval at the Board's next regular meeting.

President Purce reviewed his schedule.

Adjournment

Mr. Winters adjourned the meeting at 3:57 p.m.

Keith Kessler, Vice Chair

Anne Proffitt, Secretary