

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

DECEMBER 14, 1999

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

Trustees Attending:

Deborah Barnett
Stanley Flemming
Dwight Imanaka
David Lamb
Karen Lane
Sinnamon Tierney

Absent: Bill Frank, Jr.
Marilee Roloff

Representatives to the Board:

Deborah Johnson, Alumna Representative
John Perkins, Faculty Representative

Staff Present:

Art Costantino, Vice President for Student Affairs & College Relations (Interim)
John Aikin Cushing, Academic Dean (Chair, Presidential Search DTF)
Ruta Fanning, Vice President for Finance and Administration
Michel George, Director of Facilities
Rip Heminway, Manager of Scientific Computing
Lee Hoemann, Executive Associate to the President
Steve Hunter, Director of Institutional Research
Jane Jervis, President
Brian McMorro, Member of the Faculty
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Barbara Leigh Smith, Vice President for Academic Affairs and Provost
Kelly Smith, Arts and Sciences Operations Manager
Steve Trotter, Budget Director
Bill Zaugg, Administrative Assistant for Budget

Others Attending:

Howard Fischer, Assistant Attorney General

At approximately 9:05 AM, the meeting was called to order by Chair Lamb; the agenda was accepted as presented.

Presidential Search Update - Discussion

Academic Dean John Aikin Cushing, who is serving as Chair of the Presidential Search Disappearing Task Force, informed the Board that the Search Committee is meeting on December 15 to select up to five candidates from among the eleven semi-finalists interviewed between November 29 and December 10. Reference and credential checks have been made. Dean Cushing noted that this is the most diverse pool of candidates of any search he has been involved with at Evergreen. Trustee Barnett commended John and the Committee for their

extraordinary effort and commitment in selecting candidates that will be a good fit for the college.

He reviewed the two-day schedule from the 1992 Presidential Search. He will carry Board comments to the Committee in designing the final schedule. College Relations volunteered to serve as host for spouses of candidates, who would attend the dinners and the public lecture. The Board discussed materials that should be sent to the finalists and the date on which the names of the five finalists would be released.

Draft Strategic Plan and New Programs - Discussion

Provost Smith reviewed the four sections of the strategic plan, which will come to the Board in January as a proposal for four separate actions. (1) The Mission statement contains a broadened diversity statement. (2) New programs – staff will recommend the expansion of Part-Time Studies and the addition of two new graduate programs: a Master in Fine Arts in Interdisciplinary Media Arts, and an MPA in Tribal Administration. (3) Enrollment Plan (which will be revised every two years) – Dr. Smith distributed the previously approved enrollment plan and the proposed plan which reflects growth in the part-time studies program, slows down the growth rate of new students on campus until the Seminar II building is on line in 2003, and reflects growth in the two new graduate programs. (4) The Strategic Plan itself – the Provost reviewed other elements of the proposed plan, pointing out substantive changes since the last version.

Accountability Plan Update - Discussion

Provost Smith reviewed the five accountability measures put into place three years ago by the State and discussed Evergreen's progress. The measures included three efficiency measures, one institution-specific measure (for Evergreen – diversity), and a faculty productivity measure (which has since been dropped). Steve Hunter, Director of Institutional Research, described the 1999-2001 accountability plan, which shifts toward other measures which reflect student learning outcomes in writing, quantitative reasoning, and technological literacy.

Chair Lamb suggested that later this year the Board have an educational/study session regarding general education, to look at it in terms of accountability and perhaps invite legislators.

EXECUTIVE SESSION/LUNCH BREAK

The Board recessed into an executive session to discuss Presidential transition and compensation issues with the Vice President for Finance and Administration.

MEETING RECONVENED

The Chair reconvened the meeting and facilitated introductions. President Jervis introduced and welcomed the newly-appointed alumna representative, Deborah Johnson.

I-695 Update

In preparation of a later action regarding tuition and fee increases, President Jervis reviewed the Council of Presidents' position regarding I-695, which was submitted to the Office of Financial Management and which defined the Presidents' understanding of tuition and fees. Assistant Attorney General Howard Fischer added that fees adopted prior to January 1, 2000 will not be in question.

APPROVAL OF SCHEMATIC DESIGN FOR THE CAL AND SCIENCE LAB REMODEL – Action

Director of Facilities, Michel George reviewed the schematic format which contained the scheduled completion date of the Computer Applications Lab (CAL) and Science Lab remodel (by the first day of fall quarter), and the project budget (\$2,600,000). Kelly Smith, Arts and Sciences Operations Manager, reviewed the expansion of two large science laboratories to accommodate two classrooms of up to 25 students each. Rip Heminway, Manager of Scientific Computing, reviewed the remodeling of the existing Computer Applications Lab to create a larger, more flexible space that accommodates up to 57 workstations. Trustees reacted favorably to the kind of information added to the schematic format.

Motion Dr. Flemming moved approval of the attached design prepared by Studio Meng
12-1-99 Strazzara for the Computer Applications Lab and Science Lab remodel.
Seconded by Mr. Imanaka and passed.

APPROVAL OF SUMMER SCHOOL TUITION - Action

John Cushing, Academic Dean in charge of summer school, reported on growth in the 1999 summer school, requesting approval for the summer school tuition rate for summer 2000 and 2001, which continues to maintain the established relationship between the academic year and summer school tuition.

Motion Ms. Lane moved approval of an increase in the summer school tuition rates of
12-2-99 4.6% for summer 2000 and 3.6% for summer 2001. Seconded by Ms. Barnett and passed.

APPROVAL OF HEALTH FEE INCREASE – Action

Vice President Costantino reviewed the rationale for the proposal to increase the Community Health and Counseling fee to the maximum allowable under Initiative 601. The proposed \$1.50/quarter increase will help Counseling and Health Services to provide the current level of services.

Motion Dr. Flemming moved approval to increase the Community Health and Counseling
12-3-99 fee from \$35.00 to \$36.50 per quarter, at the beginning of the 2000-2001 academic year. This is necessary to meet rising costs and is the maximum allowable under Initiative 601. Seconded by Ms. Barnett and passed.

APPROVAL TO WAIVE THE ANNUAL PRESIDENTIAL EVALUATION AND TO SCHEDULE AN EXIT INTERVIEW WITH THE PRESIDENT - Action

President Jervis noted that earlier this fall she sent her annual report to the community and received one response to her solicitation for input. She added that she would always appreciate feedback at any time from the Board.

Motion Dr. Flemming moved to waive President Jervis' annual performance evaluation
12-4-99 and to instead schedule an in-depth exit interview during spring 2000. Seconded by Ms. Lane and passed.

MINUTES – Action

Motion Ms. Lane moved approval of the minutes of the September 15, 1999 and
12-5-99 and October 6 Special telephonic Board meeting as distributed. Seconded by Mr. Imanaka and passed.

OTHER BUSINESS, REPORTS, AND ANNOUNCEMENTS

Grays Harbor Program Update

Brian McMorrow, Evergreen faculty teaching in the Grays Harbor program, described the sharp enrollment in the Grays Harbor program, attributing the increase to new marketing strategies and also to the fact that this management program is very applicable to the students' work place. Most of the students are working and are over 35 years of age. Academic Dean Susan Fiksdal noted that there are over 250 students this year in management-related programs.

Tenth-Day Report and Retention Analysis

Vice President Costantino provided some rationale for the decline in new freshman enrollment and mentioned some of the things the College is doing to reverse this decline (sharpen our image and create a clearer niche in the market place). The College's current recruitment efforts include a special focus on increasing the number of freshmen attending from Washington State high schools. He reviewed some of the fall 1999 tenth-day enrollment highlights.

Legislative Session Preliminary

Kim Merriman, Assistant to the President for Governmental Relations, mentioned the release of the Governor's budget, shared some of the issues which will come before the legislature and speculation surrounding those issues; mentioned some of the elements of the Higher Education Coordinating Board 2000 master plan which will soon be released; mentioned the efforts of the American Electronics Association regarding identification of the gap between job needs and the higher education supply; and her intention to work with John Cushing to include legislators and city and county officials in the College's presidential interview process. She mentioned that Evergreen is the only institution that does not have a budget request this year.

CHAIR'S REPORT

The Chair, for the official record, announced that Jim Pace, the graduate student appointed to serve on the Presidential Search Committee, had to resign due to health reasons and has been replaced by Carol Holley, an MES student, who has been an active participant. The Chair noted that the Board received only one response (a positive one) to their call for comment on the president's performance, and mentioned his attendance at and discussions of the October 22 meeting of the Higher Education Coordinating Board regarding the HEC Board master plan.

Student Trustee Tierney shared the concern she has heard about tuition being due before classes start. Vice President Costantino indicated the change in tuition payment was intended to solidify class rosters at an earlier point in the quarter and invited conversation if there are specific problems.

PRESIDENT'S REPORT

President Jervis reported on a number of items: opening of the union-management contract (which has not been reviewed since 1987); an update on the Library Building pre-design (the college is in the final stages of awarding a contract); the impact of the SCT Banner implementation (half of the people will spend half of their time for the next year in this conversion to this new software); Unitary Trust (pooling of trust lands proposed by the Department of Natural Resources); student employment office (decision to create) and twice/month student paychecks; parking (a DTF will be appointed to address the deficiency of parking and related issues); graduation (interim process and the development of a longer term process); KAOS grant (to improve the signal and extend FM service in Thurston, Mason and Lewis Counties); request to the President to extend benefits to domestic partners (a coordinated effort on other campuses also); World Trade Organization meeting in Seattle (participation/protest by Evergreeners); receipt of an ACLU award (for her position regarding Evergreen's graduation); and Nelson Mandela's visit to Seattle and Evergreen's invitation to participate.

Faculty Representative John Perkins reported that faculty issues are in synch with Board issues, faculty recruitment to replace ongoing retirements is going well, the faculty had substantive discussions and input regarding the College's strategic plan and the agenda committee looks forward to discussing the report of the general education DTF. Other issues under continuing debate are discussions related to planning units. He also mentioned that the faculty will be making decisions about narrative evaluations when the DTF report is considered during winter and spring quarters.

Alumna representative Deborah Johnson mentioned the turnover on the alumni executive Board and conversations about how to increase membership and activities alumni might undertake to raise funds. She expressed appreciation to Dr. Smith for her outreach to alumni regarding the strategic plan and mentioned that the recipient of the alumni scholarship was killed in a automobile accident.

DATE OF NEXT MEETING

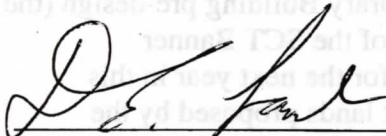
The date of the next meeting was confirmed as January 12.

BREAK/EDUCATIONAL/PLANNING SESSION on "SELECTION OF A PRESIDENT, STAGE II" – Discussion

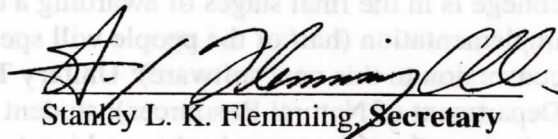
Edwin Bliss, who serves as a part-time career counselor at Evergreen and was formerly the Deputy Assistant Commissioner and Human Resource Director for the Department of Employment Security, facilitated a discussion about the Board process and decision-making for selecting the next president, and the role of staff in that process.

ADJOURNMENT

The meeting adjourned at 5:55 PM.



David E. Lamb, Chair



Stanley L. K. Flemming, Secretary

Attachments - Schematic design for Computer Applications Lab & Science Lab remodel

RMS