

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

***APRIL 8, 1998***

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

**Trustees Attending:**

Dwight Imanaka  
David E. Lamb (4/8 morning)  
Christina A. Meserve  
Marilee K. Roloff  
Carol Vipperman

**Absent:** Stanley L. K. Flemming  
Bill Frank, Jr.

**Representative to Board:**

**Staff** Ann-Marie Sweeten  
**Student** Nick Mitchell

**Absent:** **Alumna** Jane Fisher  
**Faculty** Carrie Margolin

**Staff Present:**

Rino Balatbat, Campus Architect-Planner  
Art Costantino, Vice President for Student Affairs  
Wade Davis, Controller  
Shannon Ellis, Dean of Student and Academic Support Services  
Ruta Fanning, Vice President for Finance and Administration  
Lee Hoemann, Executive Associate to the President  
Benson Hoffman, Mental Health Counselor  
Steve Hunter, Director of Institutional Research  
Jane Jervis, President  
Jim LaCour, Director of Human Resource Services  
Lee Lambert, Interim Dean of Enrollment Services  
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  
Mike Segawa, Director of Housing  
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to  
Board of Trustees  
Barbara Leigh Smith, Vice President for Academic Affairs and Provost  
Steve Trotter, Budget Director  
Mike Wark, Director of College Relations  
Bill Zaugg, Administrative Assistant for Budget

**Others Attending:**

Katie Baydo, WashPIRG Campus Coordinator  
Jan Frickelton, Assistant Attorney General  
Kevin Meserve, community  
See permanent roster for others attending

**APRIL 7, 1998 WORK SESSION**

Chair Vipperman called the work session to order at 1:35 PM.

### **WashPIRG presentation**

Lee Lambert, Interim Dean of Enrollment Services, reviewed the focus of WASHPIRG – environmentalism, civil protection and democracy – and introduced Katie Baydo, lead organizer based at the University of Washington. Ms. Baydo reported that during the January referendum drive 31% of the student body supported WASHPIRG and the optional \$4.00 fee. She described the campaigns students worked on during the year and related that the mission of campus chapters is to build student power through organizing environmental, consumer and democracy issues. She urged approval of the contract during Wednesday's meeting.

### **Presentation of Schematic Design for Lecture Hall Remodel and Preview of Capital Projects**

Vice President Ruta Fanning and Rino Balatbat, Campus Architect-Planner, reviewed the design elements for the Lecture Hall Improvement project, which included mechanical, lighting/electrical, architectural improvement, and AV and acoustic improvements. The construction bid award is scheduled for Board action at the June meeting, with occupancy anticipated on September 30, 1998.

The campus will experience a number of remodel projects in the coming years, based on the age of the buildings, ADA requirements, technology improvements, and the changing class size and the changing size of the institution.

The Board will be involved in various levels of approvals in the coming months:

**May** – Construction award for the Science Lab remodel

**June** – Construction award for the Lecture Hall improvement project, for the Library Building re-roof, and the Communications Building fire sprinkler retrofit

**August** – Design approval for the Health & Counseling Centers/CRC remodel

Evergreen is in the preliminary stages of planning for a major new building (currently being called Seminar Phase II), which has been in the institution's ten-year capital plan. This six-year planning cycle includes pre-design, requesting design and construction money, and construction. The Board will preview the preliminary plans for this building in May.

### **Campus Growth**

President Jervis reviewed the Board's adoption in 1994 of a long-range growth plan, projecting enrollment to the year 2010. The overall fifteen-year goal of reaching 5000 students remains; however there will be modification in the way in which that growth is achieved. The modifications would slow down overall growth over the next four-year period by 120 fte students and target a substantial portion of the growth toward Tacoma, to accommodate the enrollment demands there.

This discussion served as background for discussion of the Tacoma campus and for the April 8 work session on reaccreditation.

### **Tacoma Campus**

Attending from Evergreen's Tacoma campus were Joye Hardiman, Director, and faculty members Willie Parson and Artee Young. They described the unique role this campus serves in Tacoma's Hilltop community in providing upper division programs for urban working adults. Background materials included the Tacoma campus academic self-study. In addition, Trustees viewed a video produced by students at the Tacoma campus regarding the value of their educational experience at TESC Tacoma.

President Jervis stated that the intent of this discussion was to inform Trustees of the self-study process and of the College's growth plan modification and budget request for next biennium.

### **APRIL 8, 1998 REGULAR MEETING**

#### **Call to Order/Introductions/Acceptance of Agenda**

Chair Vipperman convened the meeting at 9:01 AM and announced a quorum. Trustees accepted the agenda as distributed, moving immediately to consideration of action items.

#### **APPROVAL OF MINUTES - Action**

**Motion** Ms. Meserve moved approval of the minutes of the February 11, 1998 meeting as  
**4-1-98** distributed. Seconded by Mr. Lamb and passed.

#### **APPROVAL OF SCHEMATIC DESIGN FOR LECTURE HALL REMODEL - Action**

Vice President Fanning reminded the Board that the modernization of the Lecture Halls was approved by the Board by inclusion in the 1997-99 capital budget request and in the College's expenditure plan; the project has been funded by the legislature. Board policy requires approval of the final design of all major capital program projects that exceed a total project cost of \$249,999.

**Motion** Ms. Roloff moved approval of the attached design elements prepared by  
**4-2-98** S. M. Stemper Architects for the Lecture Hall Improvement project. Seconded by Mr. Lamb and passed.

#### **ACCEPTANCE OF THE JUNE 30, A997 TESC AUDIT REPORT - Action**

Vice President Ruta Fanning reviewed the State Auditor's management letter and list of exit conference items, which she and the Controller reviewed with members of the Board's Finance Committee (Trustees Lamb and Meserve). She commended staff for an audit report containing no findings or questioned costs for Evergreen for the fourth year in a row.

**Motion** Ms. Meserve moved acceptance of the attached annual audit for Evergreen for the  
**4-3-98** year ending June 30, 1997. Seconded by Mr. Lamb and passed.

#### **APPROVAL OF THE 1998-2000 WASHPIRG CONTRACT - Action**

Katie Baydo, WASHPIRG campus organizer, informed Trustees that there has been an Evergreen WASHPIRG Chapter since 1983. This non-profit, non-partisan organization has the support of majority of the 31% of the student body who voted to continue collecting this fee. Acting Dean of Enrollment Services Lee Lambert pointed out and explained the reason behind the changes in the proposed fee collection agreement.

**Motion** Ms. Roloff moved approval of the attached fee collection agreement between  
**4-4-98** the WASHPIRG Chapter at The Evergreen State College and the College,  
effective Fall Quarter of 1998 through Summer Quarter of 2000. Seconded by  
Ms. Meserve and passed.

## **OTHER BUSINESS, REPORTS AND ANNOUNCEMENTS**

### **CHAIR'S REPORT**

Chair Vipperman reviewed the content of the April 7 work session, expressing appreciation to the Tacoma faculty for their lively report. She also reported that: (1) On behalf of the Board, the Chair had nominated President Jervis as a Woman of Achievement, as part of the St. Martin's College Women's Symposium "A Salute to Washington Women" (in commemoration of the 150<sup>th</sup> anniversary of the Seneca Falls Convention, which led to the women's suffrage movement and the right to vote). Other honorees from Evergreen included: Stephanie Coontz, Faculty; Joye Hardiman, Director of the Tacoma program; Jean MacGregor, the Washington Center; Carol Minugh, the Reservation-based program; and Rosalinda Noriega, Student. (2) Evergreen's two newly appointed Trustees had their confirmation hearing on February 24; they passed the committee process but await confirmation by the entire senate at the January 1999 session. (3) Stan Flemming has agreed to represent the Chair on a panel of Board chairs at the HEC Board meeting in Tacoma on April 14; (4) Marilee Roloff has agreed to represent the Board at the WICHE (Western Interstate Commission on Higher Education) roundtable meeting in Spokane on May 18 & 19; and (5) Former Trustees Lila Girvin and Fred Haley will be honored tonight at the annual Trustee reunion dinner.

### **PRESIDENT'S REPORT**

President Jervis announced that Evergreen's plan for solving the Year 2000 computer problem has been evaluated and approved by the Department of Information Service; Evergreen's MIT program was the first in the state to be re-certified by the Washington State Board of Education (two years ahead of schedule); and the Commission on Colleges has approved the extension of Evergreen's Grays Harbor program. She also reported a successful inaugural Cal Anderson lecture with David Mixner and a successful inaugural year for the basketball program. She also reported two other projects which are under discussion on campus – replacement of the KAOS antenna (which would be an action item for Board consideration) and planning for a major new building, currently called Seminar Phase II

President Jervis invited reports from Board representatives. Student representative **Nick Mitchell** reviewed the student process for selection of three to five names to be submitted by the student body to the Governor in anticipation of the Governor's appointment of a student Board member. He also reported the efforts to develop a Washington Student Lobby chapter on campus.

**Ann-Marie Sweeten** reported three new staff hires; listed the positions for which the college is currently recruiting; announced the "*Take our Daughters to Work*" day on April 23 and the 4<sup>th</sup> annual TESC staff arts festival on April 22; provided an update of the *Super Saturday* planning efforts; and mentioned completion of an employee survey.

## **OTHER BUSINESS, REPORTS AND ANNOUNCEMENTS**

### **Legislative wrap-up**

Kim Merriman reviewed highlights of the draft 1998 legislative session wrap-up mailed in advance to the meeting. The Chair expressed appreciation for the written report. There was an extended conversation about the work of the 2020 Commission and the process they will use to solicit and receive input from the higher education community.

### **Fire Protection Contract Update**

Vice President Ruta Fanning provided an update on the status of negotiations for a new fire protection agreement (the current ten-year contract expires on June 30, 1998). She expects to submit a contract for Board approval at the June meeting.

### **Campus Master Planning Update**

Ms. Fanning reported that the timeline for completion of the master planning process has slipped. The current master plan is a good plan and has been used in the planning process for a major new building on campus (Seminar, Phase II). In addition, pressing governance activities (reaccreditation, faculty hiring and the search for a new Facilities Director, a position which has been vacant since last November) have pre-empted the time of committee members/resource people. The land use subcommittee has identified several larger issues outside of the scope of their work that will require further study and analysis. An engineering firm has been commissioned to do a traffic study for the College. Ms. Fanning anticipates submitting the revised Master Plan to the Board for approval in December 1998.

### **Upcoming Housing Rental Rate Increase**

In anticipation of proposing a housing rental rate increase in May, Vice President Art Costantino and Mike Segawa (Director of Housing) reviewed housing information. Housing has 980 beds. The basic source of income for this operation is provided by rental revenue and by conference business, especially during the summer. Expenses are straightforward: labor, debt service and utilities account for over half of the expenses. Last year the Board approved a three-year rate increase for technology, in addition to a 2.5% overall increase (for a 6.7% rate increase last year). Some of the anticipated revenue for this year and next is down, and there were unanticipated expenses. Next month's proposal will be accompanied by comparisons to the rates at the other four-year institutions and to local apartment complexes, and will have an itemization of the total costs of student attendance.

## **RECESS/WORK SESSION ON REACCREDITATION SELF-STUDY**

Trustees recessed for lunch and reconvened the public meeting at 1:35 PM.

The Board engaged in an extensive discussion of the findings of Evergreen reaccreditation self-study, in part as orientation and as preparation for their involvement in the full ten-year

accreditation process scheduled for **October 18 – 21, 1998**. A number of handouts were distributed and discussed. The five areas reviewed in depth were: **Curriculum; Faculty And Staff Turnover and Vitality; Diversity; Growth; and Infrastructure**

The self-study process, coordinated by Provost Smith, has taken over a year and has involved large numbers of people across the campus. Dr. Smith expects the final document to be completed in May.

#### **DATE OF NEXT MEETING, POTENTIAL RETREAT DATES, AND ADJOURNMENT**

The date of the next meeting was confirmed for May 13. Staff were asked to poll the Board members for potential dates for a Board retreat.

The meeting adjourned at approximately 4:00 PM.

/s/ Carol Vipperman

Carol Vipperman, **Chair**

/s/ David E. Lamb

David E. Lamb, **Secretary**

Attachments – Schematic design for Lecture Hall Remodel  
June 30, 1997 TESC Audit Report  
1998-2000 WASHPIRG Fee Collection Agreement

RMS