

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

September 15 and 16, 2004

Trustees Attending: Deborah Barnett
Claudia Kauffman RedMorningStar
Karen Lane
Sophal Long
Marilee Roloff

Absent: Stanley Flemming
David Lamb
Merritt Long

Representatives to the Board: Debbie Johnson, Staff Representative
Bonnie Marie, Alumni Representative

Staff Present: Don Bantz, Interim Provost and Academic Vice President
John Carmichael, Administrative Assistant to the President/Recording Secretary
to the Board of Trustees
Art Costantino, Vice President for Student Affairs
Ann Daley, Vice President for Finance and Administration
Edie Harding, Director of Governmental Relations
Lee Hoemann, Executive Associate to the President
Ken Holstein, Associate Vice President for Human Resources
John Lauer, Director of Housing
Frank McGovern, Vice President for College Advancement and Executive
Director of the Evergreen State College Foundation
Collin Orr, Interim Director of Facilities
Thomas L. Purce, President
Steve Trotter, Executive Director of Operational Planning and Budget

Others Attending: Dan Galvin, Assistant Attorney General
Terry Ryan, Assistant Attorney General

Wednesday, September 15, 2004

Chair Marilee Roloff called the meeting to order at 1:35 p.m. in the board room of the Daniel J. Evans Building in Olympia. Trustees Deb Barnett, Karen Lane, Sophal Long, and Marilee Roloff were present.

Introductions

President Purce introduced student trustee Sophal Long. Mr. Long said that he grew up in Bellevue. He is in his fourth year at Evergreen and is studying the sciences. He said that he was married over the summer and traveled extensively in Southeast Asia.

Vice President for Student Affairs Art Costantino introduced staff working in food services. Dr. Costantino introduced Director of Housing and Food Services John Lauer, who recently came to Evergreen from California State University, Chico, where he had been interim Director of Housing and Food Services. Dr. Costantino also introduced Fred Swift from Housing and Bill Zaugg from the Office of the Vice President for Student Affairs. Mr. Lauer introduced Vince Lodato, director of Food Service for Aramark.

Institutional Goal Setting

President Purce said that the senior staff had held several goal setting retreats over the summer. President Purce asked Provost Don Bantz to describe the goal to “Promote active and effective student engagement, deep learning and leadership.” Dr. Bantz said that the goal includes self-study work to prepare for accreditation. He said that the college is negotiating a new set of accountability measures with the Higher Education Coordinating (HEC) Board. Plans for the year also include continued work on improving narrative evaluations. The college will continue to work on improving freshmen retention rates. Dr. Bantz said that the new Center for Community-Based Learning and Action will strengthen the college’s ability to provide service learning opportunities. The Center is actively working on orientation week activities. The Center is applying for additional federal grant money to extend its program.

President Purce asked Vice President for Finance and Administration Ann Daley to discuss the goal to “strengthen faculty and staff vitality and quality of work life.” Ms. Daley said that goal extends work from last year. The college will continue to improve staff development and orientation programs. The college plans to hire 15 new continuing faculty in the next year and has a goal of retaining 80% of those hires over a ten year period. Improvement of faculty and staff salaries remains a priority. The goal also includes work intended to make Evergreen a model employer.

Provost Don Bantz described the goal to “update, clarify and integrate college planning functions to foster efficient and effective management of the institution.” The goal includes recommending to the Board of Trustees an enrollment growth plan to grow to 5,000 students, continuing to develop and update a strategic plan for information technology, and continuing the work of the summer sustainability institute. The goal also includes work to ensure that the academic administrative structure of the college can accommodate growth while maintaining its focus on supporting teaching and learning.

Vice President for College Advancement Frank McGovern described the goal to “strengthen, support and institutionalize efforts to cultivate, diversify and further develop robust college funding structures.” Consultants from the Collins Group will provide a report later in the fall that will assess current fundraising efforts and suggest next steps. Evaluating the report and identifying any necessary resources will be an important next step. Other aspects of the goal include examining the “charge-back” systems of college auxiliary operations and improving the financial condition of campus food services. In addition, the staff plans to explore new student fees, develop a prudent spending plan for the 2005-2007 biennium, and develop relations with the federal congressional delegation.

Vice President for Student Affairs Art Costantino described the goal to “improve our ability to learn and work effectively and respectfully across significant differences by promoting a campus climate that is supportive, respectful and celebrates diversity.” Dr. Costantino said that the goal includes steps to model respectful behavior on campus. In addition, the goal includes follow-through on previous work on classroom climate and retention of faculty, staff and students of color. In addition, the staff plan to encourage participation in educational and training opportunities related to diversity. The college will host a speakers series on race in higher education. Finally, the goal includes continued work to identify and measure indicators of the climate for multicultural learning.

President Purce discussed the goal to “provide visible leadership in state and national higher education policy.” College staff will chair the Council of Presidents committees this year. In addition, Trustee Lane’s work with the Joint Governing Boards furthers this goal. Mr. McGovern described the goal to “build a culture of communication at Evergreen recognizing that attention to clear communication is prerequisite for success in all our endeavors, internal and external.” Mr. McGovern said that this goal had been embedded in staff goals in previous years. The Senior Staff decided to make “communication” the subject of a stand-alone goal this year to emphasize the importance of the topic. The goal includes work to communicate clearly about the renovation of the Evans building and improve communications with the campus neighbors.

Recess

The board recessed at 3:25 p.m., to reconvene at 9:00 a.m. on Thursday, September 16, 2004.

Thursday, September 16, 2004

Ms. Roloff called the meeting to order at 9:05 a.m.. The board moved into executive session to consult with legal counsel about potential litigation. The board returned to open session at 9:39 a.m.

Capital Projects Update

Vice President for Finance and Administration Ann Daley provided an update on the renovation of the parkway. The county's determination that that the project's environmental impacts are non-significant has been appealed. A hearing is scheduled for October 18, and the college has retained an attorney. While the appeal moves forward, college staff are meeting with neighbors in the area to talk about how the college might improve its relations with neighbors over the long term. At the same time, the college is working with engineers on the project to identify and consider revisions to the project design.

Ms. Daley invited Interim Director of Facilities Collin Orr to provide an update on the first phase of renovation for the Evans Library Building. Ms. Daley said that college staff spent considerable time in a "value engineering" process to bring the design into budget. This process delayed the project by a few months. Mr. Orr described some of the design changes that occurred in the process. Renovation of part of the basement of "C" wing and the audio/video studios were removed from the project. The revised project schedule calls for start of construction in February and completion in April 2006. Mr. Orr said that the renovation of new offices for Student and Academic Support Services (SASS) is underway, on time and within budget. Completion of the SASS renovation is required before the first full phase of the building renovation can begin.

Mr. Orr said that renovation of the 3rd floor of Lab II is on schedule for completion in November and continues within budget. Mr. Orr said that Facilities staff continue to work with the Seminar II contractor on closing out the punch list for the building.

Determination of quorum

Trustee Claudia Kauffman RedMorningStar joined the meeting by phone. Ms. Roloff determined that a quorum was present with Trustees Deb Barnett, Karen Lane, Sophal Long, Claudia Kauffman RedMorningStar and Marilee Roloff present.

Delegation of Authority for an Interagency Agreement

Motion Ms. Lane made a motion to delegate authority to enter into interagency agreements with the Office of the Attorney General for anticipated legal services associated with the Seminar II building. The motion was seconded by Ms. Barnett and passed on a voice vote.
#9-01-04

Approval of Minutes

Motion Ms. Barnett made a motion to approve the minutes of the board's July meeting. The motion was seconded by Ms. Lane and passed on a voice vote.
#9-02-04

Employee Retention and Turnover

Associate Vice President for Human Resources Ken Holstein discussed a year-to-date summary of staff turnover. Dr. Holstein said that 29 staff members left the college between January 1 and July 31. The 29 separations include three deaths and five retirements. Dr. Holstein said that 29 employee separations

represented 6.1% of the workforce, which is low in his experience. He said that he was surprised that 21% of the staff leaving the college had 3-5 years of experience at Evergreen. He will monitor that number as more data is collected. He also said that the 3.4% absentee rate during the measurement period is very good.

Report from the Chair

Ms. Roloff asked Trustee Karen Lane to report on the work of the Joint Governing Boards. Ms. Lane said that the group had met the day before and heard a report from the Executive Director of the Higher Education Coordinating (HEC) Board, Dr. James Sulton. The discussion focused on enrollment growth and access throughout the higher education system. The Joint Governing Boards invited the HEC Board to send a representative to the Joint Governing Boards meetings on a regular basis. Ms. Lane said that the Joint Governing Boards also heard a report from President Purce on the work of the Council of Presidents related to enrollment growth and access. The group decided that the next joint assembly of the governing boards should focus on enrollment issues. The assembly is planned to take place in conjunction with Higher Education Day in Olympia on February 15. The group decided that the new governor should be invited as a luncheon speaker.

Report from the President

President Purce said that the faculty Agenda Committee will appoint a new faculty representative to the board next week. He invited Bonnie Marie to report to the board as the alumni representative. Ms. Marie said that alumni board plans its kick-off retreat for September 25. Ms. Marie said that the Alumni office plans an alumni event in Chicago next week.

President Purce invited Debbie Johnson to report as staff representative to the board. Ms. Johnson said that the summer staff development institute was successful. She expressed support for the senior staff's goal of publishing Senior Staff meeting minutes on the college web site.

President Purce asked Vice President for College Advancement Frank McGovern to provide a fundraising update. Mr. McGovern said that the Annual Fund had raised \$30,000 compared to \$11,000 at the same time last year. Overall fundraising stands at \$214,000 compared to \$600,000 last year. Mr. McGovern reminded the board that last year, the Foundation received a \$500,000 grant at the beginning of the fiscal year. He said that the endowment grew by 18 percent in the first six months of the year. The Foundation received a \$100,000 grant from the Hearst Foundation to expand the endowment supporting Native American students in the Master in Teaching program. The Foundation expects to receive a \$195,000 grant from the Murdock Foundation supporting the microscopy program. President Purce said that the third Jackie Robinson Scholarship night at Safeco Field was successful. With approximately \$30,000 more, the endowment will reach the \$100,000 goal.

Vice President for Student Affairs Art Costantino described orientation week activities. More than 100 activities for students and families are planned during the week. He said that the Beginning the Journey program has been revised and is now embedded in some core programs.

Dr. Costantino provided an update on the effort to establish a student government at Evergreen. He said that enhancing student leadership and governance opportunities has been a college goal for the past two years. Last year, the Student Activities office sponsored a three day student leadership conference. In January, a group of students expressed interest in forming a government and began working with Phyllis Lane, Dean of Student and Academic Support Services and Tom Mercado, Director of Student Activities. Dr. Costantino introduced students Brad Bishop, Rachel Williams and Caroline White. Mr. Bishop distributed a document describing the proposed structure for a student government. The proposal calls for an elected "Geoduck Council" with up to 50 students. The proposed structure also includes an administrative committee, an academic committee, a student life committee and a political action

committee. The chairs of the four committees and an elected "geoduck executive officer" would make up a five member "geoduck board." Students will vote on the proposal during fall quarter.

President Purce described his recent and upcoming activities. He also asked Vice President Ann Daley to report on collective bargaining. Ms. Daley said that the college is participating with a group of community colleges to bargain through the Governor's Office of Labor Relations. The negotiating team has not reached a final agreement. A "super coalition" representing all the bargaining teams in the state has reached agreement on health benefits. The employee share of health benefit premiums would be held to an average of 12 percent, same as this year. The agreement is subject to legislative approval.

Public Comment

Ms. Roloff invited comments from the public. No one came forward.

Adjournment

Ms. Roloff adjourned the meeting at 11:52 a.m.


Marilee K. Roloff, Chair


Merritt Long, Secretary