

Approved 6/13/02

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

MAY 7-8, 2002

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

Trustees Attending:

Deborah Barnett
Stanley Flemming
David Lamb
Karen Lane (5/8)
Merritt Long (5/8)
Marilee Roloff
Jaime Rossman

Absent: Bill Frank, Jr.

Representatives to the Board:

Carolyn Dobbs/Sonja Wiedenhaupt, Faculty
José Dominguez, Staff
Bonnie Marie, Alumni

Staff Present:

Kate Lykins Brown, Gift Officer
Stanley Bernstein, Director of College Relations
Petra Carver, Director of Business Services
Art Costantino, Vice President for Student Affairs
Laura Coghlan, Institutional Research
Ann Daley, Vice President for Finance and Administration
Edie Harding, Director of Governmental Relations
Kathy Hogan, Prospect Manager
Lee Hoemann, Executive Associate to the President
Steve Hunter, Associate Vice President for Enrollment Management
Jason Kilmer, Addictive Behavioral Specialist
Ernestine Kimbro, Member of the Faculty
Phyllis Lane, Dean of Student and Academic Support Services
Lee Lyttle, Dean of the Library
Frank McGovern, Vice President for College Advancement and Executive
Director of the Evergreen State College Foundation
Elizabeth McHugh, Director of Counseling and Health Center
David Marshall, Director of Institutional Research
Tom Mercado, Director of Student Activities
Louis Nadelson, Learning Resource Center
Brian Price, Academic Dean
Thomas L. Purce, President
Mike Segawa, Director of Housing
Rita Sevcik, Administrative Assistant to the President/Recording Secretary to
Board of Trustees
Enrique Riveros-Schäfer, Vice President for Academic Affairs and Provost
Nancy Taylor, Academic Dean
Steve Trotter, Executive Director of Operational Planning and Budget
Sandra Yannone, Learning Resource Center
Katie Wolstenholme, Gift Officer
Bill Zaugg, Administrative Assistant for Budget
See permanent roster for others attending

Others Attending:

Howard Fischer, Senior Assistant Attorney General
Raven McShane, Student (WashPIRG)
Robert Pregulman, WashPIRG
Wynne Washburn, S&A Coordinator

TUESDAY, MAY 7, 2002 – EDUCATIONAL/PLANNING SESSION

Vice Chair Flemming (acting as Chair) called the educational/planning session to order at 10:10 AM.

General Education Report

Trustees met the new Director of Institutional Research, David Marshall. Dr. Marshall and the Research Associate, Laura Coghlan, joined Enrique Riveros-Schäfer in a detailed review of the general education assessment report. Also participating were Academic Dean, Brian Price, Member of the Faculty/Chair of the Assessment Study Group, Ernestine Kimbro; and student intern from the Assessment Study Group, Estrellita Keith-Hunter. Ms. Kimbro noted that student participation in the DTF was remarkable and influential. The interim report (final report due in the fall) is divided into two sections:

- (1) Teaching – assessing the level of students' access to academic resources through which they can meet the six Expectations of an Evergreen graduate approved by the faculty in spring 2001.
- (2) Learning – assessing the level to which Evergreen graduates have successfully met the Expectations.

The Assessment Study Group will conduct a survey to hear directly from faculty about how their programs have incorporated art, science, humanities, social sciences, writing, and quantitative reasoning and instruction technology literacy. The survey has 3 functions:

- (1) to be able to quantify the presence of general education areas;
- (2) to gather examples; and
- (3) to gather information about resources.

A second new initiative is a review of faculty evaluations for evidence of student achievement of learning outcomes. Dr. Marshall reviewed key indicators of student learning for each of the six expectations. The indicators were selected from existing student and alumni surveys as evidence of student learning to supplement the review of faculty evaluations. Ms. Kimbro mentioned that this year seniors were asked to complete "culminative evaluations," reflecting on their undergraduate years (expectation #6).

Trustees expressed their pleasure and appreciation for the successful ways in which faculty have incorporated general education into the curriculum.

Designing an Academic Program

Trustees and staff participated in an exercise in which small teams collaborated to design an academic program for first-year students.

LUNCH RECESS**Student Life Report**

Vice President Costantino introduced staff who participated in the presentations about student life at Evergreen. This report included highlights about student activities and events of spring quarter (illustrated in a three-month calendar); health and safety issues, with specific information about drug and alcohol abuse prevention (including a grant-supported study); the results of the prevention of violence disappearing task force; student conduct code/mediation statistics; and a presentation about

the "reach back" programs (where eighth-grade students came to Evergreen this year as a means of encouraging college attendance and college preparation). Evergreen participates in two other programs which encourage young people to set their sights on attending college (the Gates Foundation program and the Upward Bound program).

Seminar II Update

Vice President Daley introduced Bob Pasquariello, the TESC on-site Construction Administrator. As visitors arrive on campus, they will see the large 183-foot high crane, which will assist in the construction of the five clusters which comprise Seminar II. The project is on schedule and on budget. No change orders have been executed to date. The project completion date remains November 14, 2003.

BOG New Endowment Manager

Ms. Daley reviewed an option the Board of Governors is pursuing - to hire the University of Washington to be Evergreen's investment manager. The advantage to doing that is to wrap our smaller endowment into the larger size of the UW endowment (via an agency agreement), giving us greater opportunities for investment earnings, access to investment expertise, a diversified investment strategy, lower fees, improved reports and assistance and an inter-institutional partnership.

Food Service Update

Ms. Daley also reviewed the challenges inherent in providing food service at Evergreen and the strategies for maintaining a strong partnership with Bon Appetit and options for developing a long-range plan to ensure financial stability. She highlighted the Food Services Funding disappearing task force assumptions for a three-year proforma for all freshmen housing students and also for a Freshman Experience option. A specific recommendation for food service funding for 2002-03 will be presented to the Board at the June meeting.

Civil Service Reform

Vice President Daley reviewed elements of a bill which passed in the 2002 legislative session but which has been under consideration for the last ten years. The Personnel System Reform Act of 2002 (SHB 1268) has three major parts: (1) Civil Service Reform (reforming the procedures around civil service employment); (2) allowing Collective Bargaining for wages and working conditions; and (3) Contracting Out (removing the restriction currently in place for state employees). The four-year public institutions have formed a study group to review the implications of this legislation. A referendum effort is underway to refer the collective bargaining portion of the bill to the people. The civil service reform section of the bill requires the Department of Personnel to implement a new classification system, significantly reducing the number of job classifications. This work needs to be completed by March 15, 2004. Regarding collective bargaining, the decision for this Board will be whether to bargain directly with the staff (the act identifies each institution's governing board as the employer/negotiator or its "designee") or to be represented by the Governor's office. She identified the preliminary pros and cons of each approach and the time frames for making decisions. Evergreen's contract with classified staff expires in December, 2004. Were Evergreen's Board to contract locally, in order for Evergreen to meet the terms of the bill, an agreement must be in place by October 1, 2004 (prior to the December, 2004 expiration of the current contract). The contracting out portion of the bill does not go into effect until July 1, 2005.

WEDNESDAY, MAY 8, 2002 MEETING

At 9:05 AM Chair Lane called the meeting to order. Vice President McGovern introduced two new members of the College Advancement staff: Kathy Hogan, who will serve as prospect manager, and Katie Wolstenholme, a newly hired gift officer. He also noted that Kate Brown, who has served for several years as the college's public information officer, has become a gift officer.

WashPIRG Update

Vice President Costantino reminded the Board that Evergreen has had a contract with WashPIRG since 1983. The agreement requires that WashPIRG conduct a referendum every two years to determine the support of the student body for this optional fee. That referendum has been conducted; thirty-three percent of the student body supported the fee (the contract requires the support of twenty-five percent of the student body). Dr. Costantino noted that sixty percent of the 100 or so schools that have a contract with WashPIRG have a negative check-off (Evergreen included).

Steve Hunter, Associate Vice President for Enrollment Management, introduced Robert Pregulman, the Executive Director of WashPIRG, and Raven McShane, Evergreen's WashPIRG student representative. They talked about how students are involved and what WashPIRG does for students. Students chose the four campaigns for the year – hunger and homeless; a clean energy campaign; a toxic state campaign; and eco-pledge (an attempt to be corporations to be more environmentally responsible). She articulated the benefits for students of involvement with WashPIRG. Mr. Pregulman described how the state office assists students.

2002-03 Budget Allocation/Tuition

In preparation for action in June, President Purce provided an overview of the all-campus gatherings about tuition and the emerging budget. The Planning and Budget Council met with the community to present their recommendations. The President indicated he is gathering feedback and will make a final recommendation to the Board at the June meeting. Dr. Purce shared his communication with the faculty agenda committee regarding faculty concerns about the budget process.

Steve Trotter, Executive Director for Operational Planning and Budget, presented and reviewed a summary report of the Planning and Budget Council and described the process the PBC followed. Mr. Trotter reviewed the two categories of recommendations (re-basing of next year's budget and addressing future concerns). The PBC decisions were made in the context of declining public support for higher education and the resulting need to balance the overall budget shortfall. The only two real options the Council had to work with were cuts and tuition increase options. He reviewed each recommendation, including a 1.7% across-the-board budget reduction to each division to solve the institutional budget shortfall, and a proposed 14% tuition increase for all categories of students (in lieu of the 6.1% increase approved by the Board last June). The PBC recommends placing 15% of the revenues collected from the tuition increase into an Evergreen student recruitment and retention fund, to address unintended financial barriers for the most needy students. Chair Lane suggested that Evergreen assess the long-term viability of offering academic enrichment summer programs, supporting Evergreen's educational model and recruitment objectives. President Purce noted that these discussions are under way. In response to a Trustee concern, Mr. Trotter mentioned

that this proposal attempts to preserve the current level of support for staff training and development and investments in technology; however, there is a substantial reduction to the number of sabbaticals.

S&A Budget Update

Director of Student Activities, Tom Mercado, introduced Wynne Washburn, S & A Coordinator for this year. She reported that there are 60 students groups funded by the S & A; as well as 42 special initiative projects funded (examples – Women's Resource Center conference; travel for Men's Basketball team to the playoffs; Native Student Alliance Pow Wow; MES Rachel Carson Forum). This year's S & A Board will request a 12% increase in student fees. This increase allows the S & A Board to cover the Child-Care pay back (which begins next June) over a five-year period and replenishes reserves. Steve Trotter will prepare for the next meeting the total cost of attendance for Evergreen students. Trustees commended the S & A Board for their capacity to take strategic decisions, go through tough issues, and come up with good solutions.

Tour of Seminar II Construction

Trustees had a guided tour of the Seminar II construction site.

RESOLUTIONS CONFERRING EMERITUS STATUS FOR GUTTMAN, KAHAN, AND REED - Action

Academic Dean Nancy Taylor introduced the three retiring faculty nominated by the faculty for Emeritus status. Individual Trustees read and presented resolutions to these retiring faculty. Faculty members (with a former and a current student representing Josie Reed) responded with brief remarks and memories of their years at Evergreen, and their memorable moments.

Motion Ms. Roloff moved approval of attached Resolution 2002-05, conferring
5-01-02 Emeritus status upon Burton S. Guttman. Seconded by Ms. Barnett and approved.

Motion Dr. Flemming moved approval of attached Resolution 2002-06, conferring
5-02-02 Emeritus status upon Linda B. Kahan. Seconded by Ms. Roloff and approved.

Motion Ms. Barnett moved approval of attached Resolution 2002-07, conferring
5-03-02 Emeritus status upon Hazel Jo Reed. Seconded by Dr. Flemming and approved.

APPROVAL OF WashPIRG CONTRACT - Action

Dr. Costantino recommended approval of the contract with WashPIRG. Other than updating of the fees paid to the College and adjustment of the new position title for the "Associate Vice President for Enrollment Management," the contract is otherwise identical to the current contract.

Motion Dr. Flemming moved approval of the attached contract between the WashPIRG
5-04-02 Chapter at The Evergreen State College and the College, effective Fall Quarter of 2002 through Summer Quarter of 2004.

REVISION TO THE S & A GUIDELINES – Action

Vice President Costantino recommended adoption of the proposed revisions to the institutional guidelines of the Services and Activities Fee Allocation Board and guidelines for the Tacoma program, reflecting procedural changes and changes which accommodate growth and clarify the relationship between the Olympia Fee Allocation Board and locations other than Olympia.

Motion Dr. Flemming moved approval of the proposed changes to The Evergreen State
5-05-02 College Services and Activities Fee Allocation Board Institutional Guidelines and approval of the proposed guidelines for the Tacoma Program Services and Activities Fee Allocation Committee (attached). Seconded by Mr. Long and passed.

APPROVAL OF MINUTES OF MARCH 13 AND MARCH 27 MEETINGS - Action

Motion Mr. Lamb moved approval of the minutes of the March 13, 2002 regular meeting and
5-06-02 the March 27, 2002 special meetings as distributed. Seconded by Dr. Flemming and passed.

CHAIR'S/PRESIDENT'S REPORTS**Student Trustee Report**

Student Trustee Jaime Rossman reflected, as his term comes to an end, upon his reasons for coming to Evergreen, the importance of freedom and self-direction, and the incredible experience he has had this year. Chair Lane expressed appreciation to Jaime for his contributions to the Board and to Evergreen.

Chair's Report

The Chair reported an outcome of the Joint Boards of Trustees meeting held in January is an initiative to work on long-term funding and resource questions among the institutions. She mentioned that she and Trustee Flemming will attend the next meeting of this group on May 24 (Deb Barnett serves as the alternate representative).

Reports from Representatives

Alumna Representative Bonnie Marie reported on the activities of the Alumni Board of Directors (recent meeting; committee work; website upgrade; development of stationery and fliers for the Association; upcoming events and fund-raising activities). Staff Representative José Dominguez shared the feedback he's received regarding the stress around the budget process; acknowledged the work of HRS in planning a celebration in recognition of Public Employees Recognition week and meetings with staff to review the elements of the collective bargaining contract; recognized the work of administrative computing on the Banner project; distributed a proclamation from the Governor designating April as Student Employment month; and commended students participating as reading and math tutors in the public schools as a community service. Faculty Representative Sonja Wiedenhaupt reported on faculty participation in seminars with visiting parents and "Fridays at Evergreen," the role academic advising plays in these activities, and evidence of a successful year when students become increasingly independent and self-directed. On the faculty front, the faculty echo staff concerns about budget – their concern is protecting the health of the learning space and of

the student/faculty ratio; she expressed appreciation for the 1% faculty salary increase and suggested that another support for faculty might be to use faculty expertise as a resource during the summers. She noted that one of the faculty goals is community-building, creating bridges and intersections between staff and faculty and providing input for a space where this can occur.

President's Report

President Purce provided an overview of recent activities: attended his first Board meeting as a new Director of AAC&U and alumni gatherings and meetings with friends and donors in Boston and New York. Also attending the alumni gatherings was an admissions counselor whose role was to begin to develop a network between alumni who can work in coordination with the admissions and enrollment management staff to make broader contacts in key population areas with non-resident students. Alumni were very receptive to helping in this way and to learn about the landscape and the pressure that undergraduate liberal arts is going to be under in the future. He expressed appreciation to staff members for their work on the First Amendment Forum, and particularly to Trustee Rossman for his outstanding presentation as a panel member. Other activities included (1) discussions with tribal members regarding educational programs and looking toward the future to help sustain and insure the future presence of Native American students at the college; and (2) a visit from Wuhan University who is interested in creating an Evergreen-style liberal arts college in China. He also mentioned the receipt of a \$42,000 grant from the Higher Education Coordinating Board for the College Child-Care Center.

College Advancement Update

Vice President McGovern asked Stanley Bernstein to distribute press clippings since the last meeting, covering Evergreen in a very positive way and mentioned the wide-reaching advertising student recruitment campaign. He emphasized the three-part approach for alumni events (alumni attending – for the purpose of friend building; fund-raisers attending – to emphasize the need to have alumni give back to the college; recruiters attend – to ask for help in bringing students to Evergreen from across the country. He mentioned the renewed efforts to raise money for (1) the Jackie Robinson Scholarship and (2) financial support being received for the boats.

He distributed a monthly gift report, noting that as of the end of April, the College Advancement fund-raising goal for the year was very close to being met. The goal for the annual fund has already been reached, commending Debbie Garrington's leadership in this area.

Search for Administrative Assistant to the President

Executive Associate to the President Lee Hoemann distributed resumes for the four finalists (from a pool of over 200) and described the next steps in this search process. President Purce expressed appreciation to Ms. Hoemann and expressed the hope that a Board member could participate in the interview process for the Administrative Assistant to the President and the person who serves as recording secretary to the Board of Trustees.

Appointment of a Nominating Committee

Chair Lane asked that Trustee Lamb join her in constituting a nominating committee for Board officers for the coming year.

Meeting Evaluation

Based upon a suggestion (and sample form) from Trustee Lamb, the Chair encouraged completion of the newly devised *Trustee Meeting Evaluation* form.

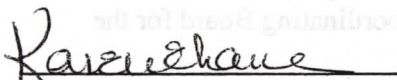
President's Self-Evaluation

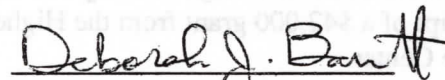
President Purce indicated that he is working on his self-evaluation in preparation of the Board's annual evaluation of his performance in July.

PUBLIC COMMENT, DATE OF NEXT BOARD MEETING AND ADJOURNMENT

The date of the next regular meeting was confirmed for Thursday, June 13, with an educational/planning session on June 12.

The meeting adjourned at approximately 3:15 PM.


Karen E. Lane, Chair


Deborah J. Barnett, Secretary

Attachment: Resolution 2002-05 conferring Emeritus Status Upon Burton Guttman
Resolution 2002-06 conferring Emeritus Status Upon Linda Kahan
Resolution 2002-07 conferring Emeritus Status Upon Josie Reed
WashPIRG Contract
S&A Allocation Board Institutional Guidelines/Tacoma Program S&A Allocation Committee

RMS