

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

**May 10 and 11, 2005**

**Trustees Attending:** Dyami Allen  
Deborah Barnett  
Stanley Flemming  
Christopher Hedrick  
David Lamb (May 11)  
Karen Lane  
Marilee Roloff

**Absent:** Claudia Kauffman RedMorningStar

**Representatives to the Board:** Debbie Johnson, Staff Representative  
Bonnie Marie, Alumni Representative  
John Perkins, Faculty Representative

**Staff Present:** Don Bantz, Academic Vice President and Provost  
John Carmichael, Administrative Assistant to the President  
Art Costantino, Vice President for Student Affairs  
Edie Harding, Director of Governmental Relations  
Sharon Harrison, Advancement Operations Officer  
Lee Hoemann, Executive Associate to the President  
Steve Hunter, Associate Vice President for Enrollment Management  
John Hurley, Vice President for Finance and Administration  
Phyllis Lane, Dean of Student and Academic Support Services  
John Lauer, Director of Housing  
Tom Mercado, Director of Student Activities  
Collin Orr, Interim Director of Facilities  
Thomas L. Purce, President  
Fred Swift, Assistant Director of Housing  
Steve Trotter, Executive Director of Operational Planning and Budget  
Tom Womeldorff, Academic Dean and Member of the Faculty

**Others Attending:** Howard Fischer, Senior Assistant Attorney General  
Dan Galvin, Assistant Attorney General

**Tuesday, May 10, 2005**

Board Chair Marilee Roloff called the meeting to order at 10:40 a.m. A quorum was present with Trustees Allen, Barnett, Flemming, Hedrick, and Lane attending.

**Introductions:**

President Purce introduced Chris Hedrick, the newest member of the Board of Trustees. He also introduced John Hurley as the new Vice President for Finance and Administration.

**Operating Budget overview**

Executive Director for Operational Planning and Budget Steve Trotter provided an overview of the college's operating budget. President Purce described the principles that the college used to manage the budget over the past biennium. During the last budget cycle, the college developed a level of reserves in the operating budget to ensure a smooth transition into the 2005-2007 biennium. The college used

sources one-time money to fund some priority activities including fundraising activities and mental health counseling. The college also developed a set of future funding priorities.

Mr. Trotter described the final legislative budget for the college, which provides \$46.7 million for the 2005-2006 fiscal year and \$48.5 million for 2006-2007. The legislative budget included maintenance level adjustments very similar to those the college requested. The budget included funding for compensation increases for faculty and staff, funding for increased health benefit costs, and permanent funding for the colleges Master in Public Administration Tribal Administration program.

Mr. Trotter said that the 2005-2007 operating budget proposal being prepared for the trustees' approval will include a reserve fund in the permanent base budget that can be used if necessary to smooth the transition to the 2007-2009 budget cycle. The budget proposal will also include a fund that can be used to fund priorities identified through the strategic planning update that is just beginning. The budget proposal will also re-base the budget, providing permanent funding for key activities that are currently funded through one-time resources. The proposal also adjusts the budget to reflect the changing student population, assuming that the college will continue to serve approximately the same number of non-resident students in the future that it currently serves. The budget provides funding for the college's current level of overenrollment and resources for the college to grow in the second year of the biennium.

Mr. Trotter described some of the budget adjustments required to comply with legislative mandates. The legislature imposed a one-percent budget reduction, assuming that the reduction will be made up through a tuition increase. The legislative budget also uses part of the tuition increase to fund an increase in student aid. To accomplish this, the legislature gives the Board authority to increase tuition for resident undergraduate students up to six percent. The legislative budget did not set any expectations for tuition increases for other categories of students.

The legislature's funding for compensation increases provides a 3.2% increase in the first year and a 1.6% increase in the second year. The increase for classified employees goes into effect on July 1. Increases for other employees are effective September 1. In addition, additional funding is provided for salary adjustments in certain job classifications that where salaries were found to be lagging. These classifications include police and child care workers.

Mr. Trotter described the items included in the budget's maintenance level adjustments. These include permanent funding for the MPA Tribal Administration program, changes in utility rates, adjustments for the college's contribution to certain revolving funds, and a shift of maintenance funding from the operating budget to the capital budget.

Mr. Trotter asked the Vice Presidents to describe items in the proposed budget that would provide ongoing funding for activities currently funded with one-time money. Don Bantz, Vice President for Academics and Provost, described proposed budget line items in Academics. He said that the budget proposal would provide permanent funding for the Center for Community-Based Learning. It would also provide funding to continue the campus composting program. Sharon Harrison, Operations Director for College Advancement, said that the budget proposal would provide permanent funding for prospect management, enhanced annual fund activities, and moving the Communications Manager position to full-time. John Hurley, Vice President for Finance and Administration, said that the budget proposal would provide ongoing funding for a business analyst position to support the Banner finance system. Vice President for Student Affairs Art Costantino said that the budget would provide funding for mental health counseling and outdoor programs.

The Vice Presidents also reviewed budget line items that would improve college infrastructure. Dr. Bantz said that the budget would include funding to reorganize and provide more support in the Deans' area. It would also provide funding for more support in evening/weekend media programs, performing arts,

library circulation, and information technology. Dr. Hurley said that the budget also included information technology support in Finance and Administration. Dr. Costantino said that the budget provides support for Super Saturday, freshmen advising day, and Graduation. President Purce said that the budget also included “placeholders” for board actions related to the president’s contract and housing allowance.

Mr. Trotter concluded by summarizing changes in the overall cost of attendance assuming the proposed budget changes are adopted, and assuming that students decide to implement a technology fee and a campus life fee in the second year of the biennium.

### **Services and Activities Fee Proposal**

Director of Student Activities Tom Mercado said that the Services and Activities Fee Allocation (S&A) Board is developing a biennial budget proposal that the Board of Trustees will be asked to approve. The budget includes a two-year Tier I budget that funds professional staff in the child care center, the Campus Recreation Center, and the campus newspaper and radio station. The proposal also includes a one-year Tier II budget, funding student groups.

Mr. Mercado introduced S&A Board Chair Chris Hickman. Mr. Hickman noted that the S&A Board managed a very tight budget this year. Mr. Hickman said that the board managed a \$110,000 Special Initiative fund. The board worked to make large student events more self-sustaining. The budget proposal for next year includes few enhancements, but does provide additional professional staff support for the campus newspaper and funding for additional food costs in the child care center. The proposal that the S&A Board will bring to the Board of Trustees seeks a five percent fee increase each year, which is one percent below the maximum increase possible. One motive behind raising the fee is to pay off the debt associated with the expansion of the child care center. The fee increase for a full time student would raise the fee from \$143 per quarter to \$150 per quarter.

### **Clean Energy Initiative**

Phyllis Lane, Dean of Student and Academic Support Services, said that the proposed clean energy fee is a good example of students partnering with college administration to put theory into practice. She introduced Brad Bishop, who described the proposal. Mr. Bishop said that most of the proposed fee would be used to purchase “green tags.” Green tags represent power generated from renewable sources. The goal is to have all of the energy that the college uses come from renewable sources. The cost of green tags varies. Mr. Bishop said that the college expects the fee to generate enough revenue to buy between 70 and 100 percent of the college’s energy through green tags.

Mr. Bishop said that a portion of the energy fee would be used to fund research or demonstration projects on campus to produce renewable energy or to conserve energy. This portion of the fee would be administered by a committee, which would include students, the Director of Facilities, the Student Activities Director and a faculty member.

### **Housing Budget and Finance Plans**

Vice President for Student Affairs Art Costantino said that the Board will be asked to approve a new rate schedule for Housing in June. He said that Housing staff have been working on long-term plans to improve both Housing finances and the physical plant.

Director of Housing and Food Services John Lauer said that Housing is currently “cash poor.” Housing’s reserves were liquidated in the late 1990’s to improve technology access in Housing. Over the last five years, demand for beds has remained relatively flat. At the same time, Housing is paying off debt from prior construction.

Mr. Lauer said that staff have developed a plan to begin “refreshing” Housing facilities. The plan does not assume growth in Housing, but does assume that Housing’s debt will be refinanced and an additional

sum borrowed. Housing rates would be increased by five percent, to service the debt and to begin rebuilding reserves. At the same time, the rate structure would be simplified. Units with kitchens and single units would be most expensive.

Mr. Lauer said that the college plans to put out a Request for Proposals for a financial advisor to review the internally developed plan. If the initial plan moves forward, the board would be asked to approve a bond issuance of approximately \$5 million, financed over 10 years.

### **Food Services update**

Mr. Lauer introduced Aramark's director of food services, Craig Ward. Mr. Lauer said that the college continues to work to improve the financial situation of food services. A committee has formed to prepare a long-range plan for food services. He said that meal plans will be restructured for next year. The lowest cost plan next year will be slightly less expensive than the lowest cost plan this year.

### **Enrollment Planning Update**

Steve Hunter, Associate Vice President for Enrollment Management, gave an update on enrollment for fall quarter. He said that the college received more freshmen applications than last year and fewer transfer applications. Mr. Hunter said that the rate at which admitted students are paying tuition deposits is up substantially compared to last year. The early report from freshmen registration is that the rate of registration is also up notably.

Academic Dean Tom Womeldorff described the work of the Enrollment Growth Disappearing Task Force (DTF). He described the DTF's charge. Dr. Womeldorff said that through the planning process, the college gained a better understanding of student demand and the importance of marketing the college's programs. The DTF does not believe that any fundamental change in the college's pedagogy is necessary to meet student demand. Mr. Womeldorff reviewed the curricular areas that the DTF is considering recommending for growth.

Mr. Womeldorff discussed some of the problems in expanding teacher education programs at Evergreen. He said that the DTF does not want to recommend a program that would compete with the current Master in Teaching Program. In addition, to offer an undergraduate teacher certification program, the college would have to be committed to offering courses each year that would prepare students to pass certification exams. This would represent a major change in the way that the undergraduate curriculum is developed. Chair Roloff asked whether it would be possible to offer those courses through a partnership with another institution without distorting the curriculum planning process. Dr. Womeldorff said that a group could be charged to study the problem further. He said that the Enrollment Growth DTF would not be recommending an undergraduate teacher certification program.

Mr. Womeldorff said that the DTF's recommendation to expand business studies has attracted some criticism. He said that the DTF does not imagine a traditional business program, but one delivered in a liberal arts context. Evergreen has had similar business programs in the past.

### **Update on Narrative Evaluations**

Provost Don Bantz invited Academic Dean Eddy Brown to report on narrative evaluations. Mr. Brown said that when faculty evaluations of students are not posted in a timely fashion, it creates a variety of problems for students seeking financial aid, admission to graduate school, employment, and auto insurance. He said that the number of late evaluations has improved since the report that he gave to the board last year, and no students have lost financial aid due to late evaluations in the past year.

Mr. Brown said that a committee has worked to review the process that is used for handling narrative evaluations and recommended several improvements designed to streamline the process. The faculty recently approved the committee's recommendations, and the committee's work continues.

### **Delegation of Authority**

Lee Hoemann, Executive Association to the President, described proposed changes to the board's delegation of authority. She said that the proposed resolution incorporates three technical changes. The first change clarifies the delegation of hiring authority for classified staff. The second change adjusts the threshold at which interagency agreements must have approval from the board. The third change reserves to the board the authority to name buildings.

### **Executive Session**

Board chair Marilee Roloff announced that the board would meet in executive session to review the performance contract of a public employee before adjourning.

## **Wednesday, May 11, 2005**

### **Executive Session**

Ms. Roloff called the meeting to order at 9:00 a.m. A quorum was present with Trustees Allen, Barnett, Flemming, Hedrick, Lamb and Lane attending. Ms. Roloff announced that the board would meet in executive session for approximately 30 minutes to consult with legal counsel about pending and potential litigation.

### **Capital projects update**

Vice President for Finance and Administration John Hurley introduced Interim Director of Facilities Collin Orr. Mr. Orr said that the approved capital budget for the 2003-2005 biennium was \$54 million. As of March, \$31 million had been spent and \$17.8 million will be reappropriated to the 2005-2007 biennium. The difference represents the level of capital spending that will occur during the remainder of the current fiscal year. Mr. Orr described the major capital projects underway, including the renovation of the Evergreen Parkway and the modernization of the Evans Library Building. Other projects include new seating in lecture halls, new carpet in the Communications Building, some roofing work in the College Activities Building, an elevator renovation in Lab II, and many other smaller projects.

### **Capital Budget for 2005-2007**

Mr. Orr said that the legislative capital budget for the college provides \$51 million. The budget provides funds for the second phase of renovation for the Evans Library. The budget also includes funds for the renovation of the first floor of the Lab I building. Minor works projects will be carried out as outlined in the facilities backlog reduction plan. The college is also seeking a consultant to conduct a facilities condition survey of all the college's buildings.

### **Report from the Faculty Representative**

John Perkins reported to the board as faculty representative to the Board of Trustees. He said that the issue of greatest interest to the faculty is enrollment growth. There is some angst among the faculty about enrollment growth planning. Dr. Perkins said that he was personally pleased with the DTF's work so far. As the DTF makes its recommendations, there needs to be a clear sense of how the plan is translated into a plan for hiring faculty and building curriculum. The unease among the faculty may stem from uncertainty about these issues.

Dr. Perkins said that the faculty are also interested in the Diversity DTF. The hiring of an Dean for Extended Education also marks an important milestone for the faculty.

### **Legislative report**

Edie Harding, Director of Governmental Relations, reviewed highlights of the legislative session. She said that Higher Education Day and Research Days were effective events. She also said that President Purce made many visits to legislators during the session.

Ms. Harding discussed the capital budget. Although Evergreen was successful in seeking some critical capital appropriations this biennium, the trend is for higher education to receive a smaller share of the state's capital budget. She also noted that, unlike recent years, the baccalaureate institutions are now receiving a smaller portion of the higher education capital budget than the two-year institutions.

Ms. Harding recalled that the four-year institutions were asked this year to produce a single, prioritized list of capital projects for funding. Each of the six governing boards approved the list that staff from the institutions negotiated. Ms. Harding said that legislators expressed some dissatisfaction with the list, saying that it did not adequately reflect statewide priorities. Some of the institutions were frustrated that the legislature did not fund projects in the priority order that the institutions established. The legislature has revised the law that calls for a prioritized list of capital projects, giving a greater role to the Higher Education Coordinating (HEC) Board in the process.

Ms. Harding discussed the legislative operating budget. She said that the legislature provided significant new funding to expand the State Need Grant. Students from families earning less than 65 percent of the Median Family Income (\$43,000 for a family of four) will now qualify for the program. Previously eligibility for the program was cut off at 55 percent of Median Family Income (\$36,500 for a family of four).

Ms. Harding said that the highlight in the operating budget for higher education is the funding provided for enrollment. The legislature provided \$72.5 million for 7,900 new enrollments. The funding in the 2005-2007 biennium will come from the education legacy fund, which in turn is funded by cigarette and estate taxes. In future biennia, that fund is directed to other needs. Ms. Harding noted that the legislature also provided funding to offer a four-year program at the branch campuses in Tacoma and Vancouver beginning in 2006.

Ms. Harding also described the HEC Board's proposal for new minimum admissions standards. The HEC Board published a proposal last fall that would raise admissions standards beginning with students graduating from high school in 2008. The proposal would require, among other criteria, four years of math and two years of lab sciences. The Council of Presidents (COP) initially supported the change. However, many representatives of the K-12 system expressed concerns about the proposal because they are already working on changes to graduation criteria that would become effective at the same time. The COP has indicated to the HEC Board that implementation of the new admissions standards should be delayed to allow more time to work collaboratively with the K-12 system.

### **Election of Board Secretary**

**Motion** Karen Lane made a motion to elect Stan Flemming as Board Secretary. The motion was  
**#5-01-05** seconded by Deborah Barnett and passed on a voice vote.

### **Delegation of Authority**

**Motion** David Lamb made a motion to adopt Resolution 2005-02 (attached). The motion was seconded  
**#5-02-05** by Deborah Barnett and passed on a voice vote.

### **Recognition of Merritt Long**

**Motion** Deborah Barnett made a motion to adopt Resolution 2005-03 (attached) recognizing the  
**#5-03-05** contributions of Merritt D. Long. The motion was seconded by Karen Lane and passed on a voice vote.

### **Remembering Fred Haley**

**Motion** David Lamb made a motion to adopt Resolution 2005-04 (attached) remembering Frederick T.  
**#5-04-05** Haley. The motion was seconded and passed on a voice vote.

### **Amending the President's Contract**

**Motion** Karen made a motion to amend the President's Contract dated July 20, 2004 and effective  
**#5-05-05** through June 30, 2009 as follows:

- At the time of the President's initial appointment, the Board required the President to reside in the President's Residence (4202 Leavelle NW) for at least one year. The Board indicated that after a year had elapsed, the Board would be willing to provide a housing allowance commensurate with housing of an equal value. (Letter from Board Chair David Lamb to Thomas L. Purce, dated March 8, 2000).
- The Board no longer requires the President to reside in the President's Residence (4202 Leavelle NW in Olympia).
- The President has notified the Board that the President's Residence is not suitable for his family at this time and that he wishes to reside elsewhere.
- Beginning June 1, 2005, The Evergreen State College will provide the President a housing allowance of \$5,000.00 per month, payable in semi-monthly installments.
- The Board expects that the President's home will be used for events and entertaining that advance the interests of the college and that the President will select a residence that meets these needs. To support these events, the college will require use of kitchen facilities in the President's home. In addition, the college may choose to store tables, chairs and other equipment needed for entertaining in the President's home.
- The Board of Trustees recognizes there will be a period of transition during which the President obtains a new home, makes it suitable for hosting events on behalf of the college, and re-locates his family. To accomplish this transition, the Board and the President further agree:
  - The college may continue to use the President's Residence (4202 Leavelle NW) for events and entertaining that advance the interests of the college.
  - The President will vacate the President's Residence (4202 Leavelle NW) no later than December 31, 2005.

The motion was seconded and passed on a voice vote.

### **Report from the Chair**

**Motion** Ms. Roloff made a motion to appoint Karen Lane as chair, and David Lamb and Chris Hedrick as  
**#5-06-05** members of the board's nominating committee. The motion was seconded by Mr. Lamb and passed on a voice vote.

**Motion** Ms. Barnett made a motion to approve the minutes of the Board's March meeting. The motion  
**#5-07-05** was seconded and passed on a voice vote.

Ms. Roloff asked Dyami Allen to report as student trustee. Mr. Allen said that he had met with students from Chief Leschi school, attended a celebration of TRIO programs, and attended the treaty symposium

in the Longhouse. Mr. Allen said that he also met with students in Housing and heard their concerns about loss of community spaces and lack of communication and consultation with students. He said that he also is serving on a hiring committee for the Assistant Director of Student Activities position.

### **Report from the President**

President Purce invited Bonnie Marie to report as alumni representative to the Board. Ms. Marie said that the last Alumni Board meeting of the year would be held on May 21. The Alumni Association is working to sell survival kits. The group will also sell flowers at graduation and host the beer garden at Super Saturday. The Alumni Association awarded six grants to alumni this year and will also award an undergraduate and a graduate scholarship. In addition, the alumni office has organized several successful alumni gatherings.

President Purce invited Debbie Johnson to report as staff representative to the Board. Ms. Johnson said that a staff development institute is planned for summer. The theme of the institute is “embracing change.” Ms. Johnson said that the Web office is conducting a survey to identify ways to make the Web site more user-friendly. Ms. Johnson said that in response to her poll of staff, she received some questions about the budget and about construction on campus. She also described the work of the Information Technology Collaboration Hive (ITCH) to prioritize IT work on campus and develop a long-range IT plan.

President Purce asked Advancement Operations Officer Sharon Harrison to provide an update on fundraising. Ms. Harrison said that, as of May 10, the Foundation has received \$1.2 million in gifts this year. She said that the Annual Fund had received \$282,000 in the same period. Ms. Harrison said that the agreement between the College and the Foundation will expire on June 30. In June, the board will be asked to approve a new agreement expiring in June 2008. The only substantive change in the new agreement is an increase in the maximum value of the services that the College will provide the Foundation. The limit would increase from \$1.5 million to \$3 million, anticipating that fundraising activity may increase significantly during the time that the agreement covers. The revised agreement will be considered by the Foundation Board on May 25.

President Purce invited Lee Hoemann, Executive Associate to the President, to discuss strategic planning. President Purce distributed a draft charge to a committee that would be responsible for updating the college’s 2000 Strategic Plan. Ms. Hoemann said that the board will receive a summary of strategic plan activities during the last five years. President Purce said that the strategic plan update will collect the planning activity already underway, including enrollment growth planning, ITCH planning, and diversity planning. Ms. Hoemann said that strategic planning will be a regular item on the board agenda. President Purce said that the board’s input will be especially valuable in examining the external environment. Trustee Allen suggested that planning for student government might be included in the strategic planning process. Ms. Barnett suggested that finding ways to remain innovative is among the college’s central strategic challenges.

President Purce reviewed highlights from his schedule since the March board meeting.

### **Public Comment**

Ms. Roloff invited members of the public to comment.

Lee Gillentine encouraged the board to approve the green energy fee. He also suggested the Board keep Resident Assistants in mind during discussions about forming a student government.

Joe Jatcko spoke about Housing. He said that many Housing residents are concerned that rates are going up, while amenities, such as kitchens, are being eliminated. Mr. Jatcko also said that that process for appealing fines in Housing is slow and unresponsive.



David Hornbeck said the he was under the impression that he would have a kitchen in his Housing area, but did not. He was forced to buy a meal plan, and found the hours of the Greenery inconvenient and the selection of vegan foods too limited. The housing increase and loss of kitchens makes housing uncompetitive with other nearby apartments, which detracts from the college experience.

**Adjournment**

Ms. Roloff adjourned the meeting at 2:15 p.m.

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Marilee K. Roloff, Chair

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Stanley L.K. Flemming, D.O., M.A., Secretary

Attachments: Resolution 2005-02, Delegation of Authority  
Resolution 2005-03, Recognizing Merritt D. Long  
Resolution 2005-04, Remembering Frederick T. Haley