

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

March 13 and 14, 2007

Trustees Attending:

Jay Carmony
Stanley Flemming
Christopher Hedrick
David Lamb
Karen Lane
Anne Proffitt
Marilee Roloff

Representatives to the Board:

Bonnie Marie, Alumni Representative
Nigel Jett, Staff Representative
Artee Young, Faculty Representative

Staff Present:

Don Bantz, Provost and Vice President for Academics
John Carmichael, Executive Assistant to the President/Recording Secretary to the Board of Trustees
Art Costantino, Vice President for Student Affairs
Magda Costantino, Director of the Evergreen Center for Educational Improvement
W. Joye Hardiman, Director of the Tacoma Program
Lee Hoemann, Vice President for College Advancement
Steve Hunter, Associate Vice President for Enrollment Management
John Hurley, Vice President for Finance and Administration
Lorraine Odom, Director of Financial Aid
Collin Orr, Director of Business Services
Thomas L. Purce, President
Paul Smith, Director of Facilities
Steve Trotter, Executive Director of Operational Planning and Budget
Laurel Uznanski, Assistant Director of Human Resource Services
Sherry Walton, Director, MIT Program
Jennifer Wallace, Director of Government Relations

Tuesday, March 13, 2007

Trustee Stan Flemming called the meeting to order at 1:09 p.m. on the Tacoma Campus of The Evergreen State College (1210 6th Avenue). A quorum was established with Trustees Jay Carmony, Stan Flemming, Karen Lane, Anne Proffitt and Marilee Roloff attending. Chair Chris Hedrick and Trustee David Lamb joined the meeting shortly after the meeting convened.

Introductions

President Purce welcomed Paul Winters, visiting from Vancouver, Washington.

Campus Master Plan

Vice President for Finance and Administration said that the firm of Zimmer Gunsul Frasca (ZGF) Architects had been selected to prepare the new Master Plan. Dr. Hurley said that the size of the contract with ZGF does not require Board approval under the terms of the Board's Delegation of Authority. However, contingencies allowed in the contract may push the actual expense above the delegated level of authority, so the Board would be asked to formally approve the contract on March 14.

Director of Facilities Paul Smith introduced Don Miles with ZGF who described the goals of the Master Plan, the reasons for creating a new Master Plan, the mission of the project, and planned opportunities for input. He described the questions that the planners are posing. Mr. Smith said that he hoped to bring a new Master Plan for Board approval at the November 2007 or January 2008 meeting.

Capital Projects Update

Vice President John Hurley and Director of Facilities Paul Smith provided an update on the status of capital projects planned or underway. Mr. Smith spoke to the Library Phase II project; the Lab I, first floor renovation, and the Central Utility Plant Chiller project. He noted that the last two of these projects are scheduled for Board action on March 14.

Tacoma Program Update

Academic Vice President and Provost Don Bantz reported that Joye Hardiman, plans to step down as Executive Director of the Tacoma Program after 19 years. After an internal search, Artee Young has been appointed to the position. Dr. Young thanked her colleagues for nominating and recommending her for the position. She said that the Tacoma Program hopes to begin a teacher education program and produce more graduates in the health sciences.

Dr. Hardiman introduced students Rosetta Brown, Jeff Davis and Susie Dusek, who shared end-of-quarter presentations with the Board.

Financial Aid Update

Vice President for Student Affairs Art Costantino introduced Associate Vice President for Enrollment Management Steve Hunter and Director of Financial Aid Lorriane Odom. Ms. Odom described the process that Financial Aid offices use to determine a student's financial need. She said that 67 percent of Evergreen's students received financial aid in 2005-2006. She reported that students with greater financial need receive aid packages that include more grant aid and less loan aid than students with less documented financial need. Total aid distributed in 2005-2006 was \$31,930,468. She noted that institutional aid increased substantially over the past few years, from \$2.7 million in 2003-2004 to \$3.3 million in 2005-2006. Ms. Odom reported on two new federal grant programs, the Academic Competitiveness Grant (ACG) and the National Science and Mathematics Access to Retain Talent (SMART) grant.

Enrollment Update

Mr. Hunter provided an update on enrollment projections for the 2006-2007 academic year updated to reflect Winter quarter enrollment. He distributed a "budget driver" report from the state of Washington showing that Evergreen's estimated annual average enrollment will meet the budgeted levels for the year. He compared the growth in budgeted enrollment for the system as a whole to a more modest increase in actual enrollment.

Mr. Hunter reported on applications for Fall 2007. The college has received 12 percent more applications than at the same time in the previous year. The increase is in both resident and non-resident students and is especially marked among freshman applications. Early signs suggest that the trend of declining resident transfer applications may be ending.

Delegation of Authority

President Purce said that in the early 1990's the Board formalized its delegation of authority to the president in a resolution of the Board. Executive Assistant John Carmichael described the most revisions to the resolution and staff proposals for further modifications. Vice President John Hurley said that the current delegation of appointing authority names the President and four Vice Presidents. Assistant Director of Human Resource Services Laurel Uznanski said the current delegation would require the Vice Presidents to be involved in early stages of disciplinary processes for all classified staff. The Attorney General's Office recommended that the delegation be modified to name additional staff with authority for hiring, discipline and other personnel actions. College staff plan to propose specific language for the Board's approval in May.

Executive Director for Operational Planning and Budget Steve Trotter said that the Board's current delegation of authority reserves the board's authority to approve student fees. In practice, the staff seeks board approval of general tuition and mandatory fees. He described other categories of fees, such as laboratory or program fees, which have not generally been brought before the Board. At the May meeting, the Board will be asked to consider more specific language delegating authority for some categories of fees. The Board would retain the authority to approve tuition and mandatory fees.

President Purce said that the current delegation of authority for collective bargaining refers specifically to bargaining with classified staff unions. He said that the establishment of a faculty union makes a modification necessary. Specific language making these changes will be presented to the Board at the May meeting.

Recognition of Deb Barnett and Claudia Kauffman RedMorningStar

Motion Ms. Roloff made a motion to adopt Resolutions 2007-01 and 2007-02 (attached)
#2007-04 recognizing the service of Claudia Kauffman RedMorningStar and Deborah J. Barnett. The motion was seconded and passed on a voice vote.

Mr. Hedrick adjourned the meeting at 4:40 p.m.

Wednesday, March 14, 2007

Trustee Stan Flemming called the meeting to order at 9:05 a.m. in the Board Room of The Evergreen State College. A quorum was established with Trustees Jay Carmony, Stan Flemming, David Lamb, Karen Lane, Anne Proffitt and Marilee Roloff attending. Chair Chris Hedrick joined the meeting by phone at 1:00 p.m.

Quarterly Financial Reports

Vice President for Finance and Administration John Hurley and Director of Business Services Collin Orr presented quarterly financial reports as of December 31, 2006. Mr. Orr presented statements of net assets; statements of revenues, expenses and changes in net assets; a budget summary; and a summary of capital project accounts. He also displayed a chart showing grant expenditures by source, a summary of dedicated local revenues, and balance sheets and income statements for auxiliary accounts. He also shared charts showing trends in gross tuition and waivers; tuition dollars per student; and state appropriations per student FTE. Mr. Orr also

distributed the annual report for 2005-2006, including audited financial statements for the college and the Foundation.

Proposed Master of Education Program

Academic Vice President and Provost Don Bantz introduced Sherry Walton, Director of the Master in Teaching program, and Magda Costantino, Director of the Evergreen Center for Educational Improvement. Dr. Bantz asked the Board to approve the proposed Master of Education (M.Ed.) program. He said that the program was identified as a priority by the Enrollment Growth DTF. The M.Ed. program will meet demand expressed by local school districts and would be cost-effective for the college to deliver if legislative funding is forthcoming. He said that the state Office of Financial Management has approved Evergreen's request to count summer enrollment in the M.Ed. program toward enrollment goals for the regular academic year.

Dr. Walton said that the program was developed in collaboration with the Office of the Superintendent of Public Instruction, local school districts, Evergreen's Tacoma program, and faculty on the Olympia campus. The proposed program is designed for already certified teachers seeking a Masters degree in curriculum instruction in math, science or English as a Second Language instruction.

Legislative Update and Budget Outlook

Director of Government Relations Jennifer Wallace reviewed the Governor's budget proposal and the proposal from the House of Representatives. She described three budget challenges that the college emphasizes in its presentations to the legislature: utility rate increases, construction inflation, and the desire for funding at the "high-demand" level for new enrollment growth. Ms. Wallace also reviewed some of the policy issues included in the legislature's budget debates, including making tuition more predictable and setting goals based on benchmarks from the "global challenge" states. She also distributed a list of higher education bills considered by the legislature.

Executive Director of Operational Planning and Budget Steve Trotter provided a comparison of the college's budget request to the Governor's and House's budget proposals. He described a preliminary structure for developing the 2007-09 operating budget, applying current flexibility, new enrollment funding, tuition increases, and one-time money to the college's priorities. He also shared a preliminary estimate of cost-of-attendance as affected by the budget changes under discussion.

Contingent Faculty

Academic Vice President Don Bantz said that the faculty would soon consider a resolution calling on the administration to take action related to adjunct and visiting faculty in two areas. The proposed resolution speaks to compensation for adjunct and visiting faculty, who are paid on a different scale than continuing faculty. The resolution also speaks to the hiring process for long-serving adjunct faculty who wish to be considered for a continuing appointment.

Proposal to recognize a representative from the Geoduck Student Union

Executive Assistant John Carmichael said that members of the Board had lunch with members of the Geoduck Student Union in January. At that lunch, the idea of formally recognizing a

representative from the student union was raised. Mr. Carmichael described the history of stakeholder representatives at Board of Trustees meetings and described the process used to select the currently recognized alumni, faculty and staff representatives. Two representatives from the Geoduck Student Union, Brooke McLane-Higginson and Ben Gass, said that recognizing a student representative would provide more student perspective to the board. They noted that the student trustee is appointed by the governor and has responsibility for representing all the people of the state. Trustees asked how the process for selecting future student trustees would change to include the newly formed student government. They also asked whether other governing boards recognized representatives from student governments.

Executive Session

Dr. Flemming announced that the board would move into executive session to discuss a matter related to collective bargaining as allowed by RCW 42.30. He said that the board would return to an open public meeting at 1:00 p.m.

Authorization of a new Master of Education program

Motion Ms. Roloff made a motion to authorize a new Master of Education in Curriculum
#2007-05 and Instruction degree program, contingent on legislative funding. The motion was seconded and passed on a voice vote.

Authorization for Campus Master Planning

Motion Mr. Lamb made a motion to authorize the award of an architecture and
#2007-06 engineering contract for the development of a College Master Plan to Zimmer Gunsul Frasca Architects, LLP for an amount not to exceed \$269,836, including reimbursables. The motion was seconded and passed on a voice vote.

Change in architect fees for Library Phase II Renovation

Motion Ms. Roloff made a motion to authorize an increase in the architecture and
#2007-07 engineering design contract with Studio Meng Strazzara for the design of the Daniel J. Evans Library modernization project, Phase II from \$2,230,000 to an amount not to exceed \$2,502,000, including reimbursables. The motion was seconded and passed on a voice vote.

Authority for Central Utility Plant Chiller Project

Motion Ms. Lane made a motion to approve a project budget of \$1,380,000 for the
#2007-08 Evergreen Central Utility Plant Chiller Project; authorize the president or his designee to execute a construction contract with General Mechanics, Inc. in the amount of \$652,759; and authorize the president or his designee to approve change orders as long as the total cost of the project does not exceed the approved budget. The motion was seconded and passed on a voice vote.

Approval of Minutes

Motion #2007-09 Ms. Roloff made a motion to approve the minutes of the January meeting as presented. The motion was seconded and passed on a voice vote.

Construction Contract for Lab I, First Floor Renovation

Motion #2007-10 Ms. Roloff made a motion to authorize to approve the project budget of \$3,130,000 for the Laboratory I Building, First Floor Renovation Project; authorize the award of a construction contract to Beisley, Inc. in the amount of \$2,042,307; and delegate to the president or his designee the authority to approve change orders on the project as long as the total cost of the project does not exceed the approved project budget. The motion was seconded and passed on a voice vote.

Report from the Audit Committee

Trustee Karen Lane reported on behalf of the Board's Audit Committee. She said that the audit committee had met with the state auditor at their audit exit conference. She said that the committee met with Internal Auditor Maryam Jacobs. The committee noted that the decentralized nature of the college requires close attention to ensure that money is handled properly. The committee also noted that the college's fixed asset inventory requires close attention. She also asked President Purce to distribute the internal auditor's charter, which the Audit Committee reviewed.

Nominating Committee

Dr. Flemming said that the board needs to appoint a Vice Chair and a trustee to serve as liaison with the Foundation Board of Governors.

Motion #2007-11 Ms. Roloff nominated Stan Flemming to serve as Vice Chair. The motion was seconded and passed on a voice vote.

Consideration of the Foundation liaison was deferred to the May meeting.

Report of the Student Trustee

Trustee Jay Carmony said that he participated in Higher Ed Day, visiting Senators Ormsby and Brown with President Purce and Trustee Roloff. He said that he is working with the Student Union to revamp the process for nominating student trustees. He visited the Tacoma program for the fourth time and encouraged students there to apply for the position and plans to meet with students in the Reservation-Based program as well.

Mr. Carmony reported on two student issues. He said that a student-run café, the Flaming Eggplant café, had received permission from Aramark to operate on campus. The students organizing the café are working to make the café operational. He also said that the Student Union is considering whether to join the Washington Student Lobby. He said that students are also working to organize a late-night transportation service that would extend or supplement current bus service to campus.

President's Report

President Purce said that Faculty Representative Artee Young was attending the faculty meeting. He asked Alumni Representative Bonnie Marie to report. She said that Alumni Director R. J. Burt was working on board development with the alumni board. Faculty member Larry Geri is helping to facilitate those workshops. She said that the Tacoma Alumni Reunion was well attended. A Portland chapter of the alumni association is forming and will hold an event at a Portland hostel that is naming a room in honor of former faculty member Willi Unsoeld.

President Purce invited Nigel Jett to report as staff representative to the Board of Trustees. Mr. Jett said that the staff concerns he heard most recently focus on the disruption anticipated from the Library Phase II renovation.

President Purce asked Vice President of College Advancement Lee Hoemann to report. She said that the division is beginning a search for an Administrative Assistant, preparing to interview Gift Officer candidates, and expects to complete a Director of Development search in the near future. She said that staff are working to develop fundraising priorities based on the new strategic plan. She said that the Foundation was successful in qualifying for a HEC Board matching grant by raising more than \$25,000 for a scholarship endowment supporting the MPA Tribal program. Ms. Hoemann said that the Annual Fund has exceeded its goal for the year and overall giving stands at 95 percent of goal. She invited Trustees to attend a May 16 event celebrating the opening of the renovated library and computing center. She said that the college was preparing to pursue a National Endowment for the Humanities grant to fund the Center for New Media. The grant would require that the Foundation raise matching money, and the community has expressed considerable interest in supporting the effort.

President Purce asked Vice President Art Costantino to report on Day of Absence/Day of Presence activities. Dr. Costantino described the structure of the event and said that this year's event was exceptionally successful, with more than 40 activities taking place. He described some of the activities and programs.

President Purce reviewed his schedule since the previous meeting and shared highlights from his schedule for the next few months.

Public Comment

Dr. Flemming invited public comment. There was none.

Adjournment

The board adjourned the meeting at 1:54 p.m.

Christopher Hedrick, Chair

Marilee K. Roloff, Secretary

attachments: Resolution 2007-01, Recognizing the contributions of Claudia Kauffman RedMorningStar
Resolution 2007-02, Recognizing the contributions of Deborah J. Barnett