

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

**May 8 and 9, 2007**

**Trustees Attending:** Jay Carmony  
Christopher Hedrick  
David Lamb  
Karen Lane  
Anne Proffitt  
Marilee Roloff  
Paul Winters

Absent: Stanley Flemming

**Representatives to the Board:** Nigel Jett, Staff Representative  
Artee Young, Faculty Representative

**Staff Present:** Theresa Aragon, Academic Dean  
Don Bantz, Provost and Vice President for Academics  
Eddy Brown, Academic Dean  
John Carmichael, Executive Assistant to the President/Recording Secretary to the Board of Trustees  
Laura Coghlan, Director of Institutional Research  
Art Costantino, Vice President for Student Affairs  
Clifford Frederickson, Accounting Manager  
Lee Hoemann, Vice President for College Advancement  
Steve Hunter, Associate Vice President for Enrollment Management  
John Hurley, Vice President for Finance and Administration  
John Lauer, Director of Residential and Dining Services  
Lorraine Odom, Director of Financial Aid  
Collin Orr, Director of Business Services  
Thomas L. Purce, President  
Julie Slone, Executive Assistant to the Provost  
Paul Smith, Director of Facilities  
Steve Trotter, Executive Director of Operational Planning and Budget  
Jennifer Wallace, Director of Government Relations

**Others attending:** Colleen Warren, Senior Assistant Attorney General

**Tuesday, May 8, 2007**

Trustee Chris Hedrick called the meeting to order at 1:00 p.m. in the Board Room of the The Evergreen State College in Olympia. A quorum was established with Trustees Jay Carmony, Chris Hedrick, David Lamb, Karen Lane, Anne Proffitt, Marilee Roloff and Paul Winters attending.

**Executive Session**

Mr. Hedrick announced that the Board would meet in Executive session to discuss a matter related to the sale of real estate and a matter related to collective bargaining as allowed by RCW 42.30.140. He said that the board would return to open meeting in one hour minutes. At 2:00 p.m. the Board returned to an open public meeting.

**Narrative Evaluations**

Academic Dean Eddy Brown reported on faculty evaluations of students. He reviewed work done to improve the efficiency of the evaluation processing and changes to the Faculty Handbook to implement a new system of intervention when evaluations are late. He noted a significant reduction in outstanding evaluations in each of the past two years. Of approximately 16,000 evaluations due in the most recent

reporting period (Winter 2006 to Fall 2006), 50 are outstanding, with the great majority of these from the current academic year.

### **Summer School Tuition**

Academic Dean Theresa Aragon reviewed proposed tuition rates for Summer 2007. She said that the Trustees would be asked to increase tuition for resident undergraduate and non-resident students by 6% above the previous year while keeping tuition for resident graduate students at last year's level. This change would continue the long-established practice of increasing Summer tuition at the same rate as tuition for the previous academic year.

### **Accreditation Self-Study**

Academic Vice President and Provost Don Bantz reviewed the timeline leading up to the College's ten-year accreditation site visit in October 2008. He said that the College will be evaluated against nine standards. For each standard, a "Key Point Person" will be responsible for documenting the College's self-study. The Key Point People are meeting regularly and beginning to draft their sections. Faculty Member Matt Smith will be the primary, synthesis writer for the nine sections. Dr. Bantz introduced Director of Institutional Research Laura Coghlan and Executive Assistant Julie Slone, who are the lead staff for the effort. Executive Assistant John Carmichael said the Trustees had received a copy of Standard Six, which focuses on Governance and Administration. He said that the Trustees would be asked to review a draft of the self-study for this standard, which touches on several issues close to the Board.

### **Residential and Dining Services**

Vice President for Student Affairs Art Costantino and Director of Residential and Dining Services John Lauer provided an update on Residential and Dining Services. Dr. Costantino said that Mr. Lauer had accepted a job in Colorado and thanked him for his service to the College.

Mr. Lauer shared the department's mission statement. He provided an update on bond-funded capital projects in Housing. He described projects planned for Summer 2007 that use most of the remaining funds from the six million dollars of bond revenue. These projects include elevator upgrades in Buildings A, B, C and D; renovation and furniture replacement in Buildings B and C; roof replacements in five modular duplexes and maintenance and expansion of the telecommunications network. He also described additional projects planned for the near future, most of which would be funded from current revenues and reserves. These include a renovation of the Phase I Courtyard, refurbishment and furniture replacement for Buildings E-K, further roof replacements in the modular duplexes, and an IT switch upgrade.

Mr. Lauer discussed the 10-year financial plan for Residential and Dining Services. He noted actions that the Board will be asked to take in June to increase Housing rental rates by an average of 5% in each year of the 2007-2009 biennium and to increase Dining rates by 5-9% in 2007-2008 and by 5% in 2008-2009. He discussed market comparisons for Housing and Dining rates.

### **Dashboard Indicators**

Executive Director for Operational Planning and Budget Steve Trotter and Director of Institutional Research Laura Coghlan provided an update on the Dashboard Indicator project. Mr. Trotter said that the effort to develop a set of institution-wide indicators follows from the adoption of the Strategic Plan in January. He said that he and Ms. Coghlan are working with the list of indicators that were assembled in the course of drafting the Strategic Plan. They intend to produce a set of indicators that can be assembled from existing data and published annually in November.

### **Delegation of Authority**

Executive Assistant John Carmichael recalled that the Board discussed several changes to the Delegation of Authority in March. Following the Board's discussion, staff drafted specific amendments to the Delegation for the Board's consideration. Vice President for Finance and Administration John Hurley

reviewed proposed changes to the Board's delegation of appointing authority. Dr. Hurley said that the college continues to discuss appointing authority with legal counsel and may ask the Board to make further modifications in this area in the future. Executive Assistant John Carmichael said that the other proposed modifications affected the Board's reservations of authority related to collective bargaining and approving student fees.

Mr. Hedrick adjourned the meeting at 4:00 p.m.

### **Wednesday, May 9, 2007**

Mr. Hedrick reconvened the meeting at 9:00 a.m. A quorum was present with Trustees Jay Carmony, Chris Hedrick, David Lamb, Karen Lane, Anne Proffitt, Marilee Roloff and Paul Winters attending.

#### **Introduction**

Tina Kuckkahn, Director of the Longhouse Education and Cultural Center, described work at the Longhouse supported by the Ford Foundation. She introduced Takirirangi Smith, visiting Maori artist from New Zealand.

#### **Quarterly Financial Update**

Vice President for Finance and Administration John Hurley introduced Accounting Manager Clifford Frederickson. Dr. Hurley presented quarterly financial reports for the period ending March 31. He presented statements of net assets; statements of revenues, expenses and changes in net assets; a budget summary for operating and capital budgets; a statement of general operating funds by division; capital project summaries; and a statement of dedicated local revenue accounts. He also presented balance sheets and profit/loss statements for selected auxiliary accounts.

#### **Capital Projects Update**

Vice President Hurley and Director of Facilities Paul Smith provided an update on capital projects. Mr. Smith reviewed the status of the chiller replacement project, the renovation of the College Activities Building, the renovation of the Lab I first floor classrooms, and the Phase II Library Modernization, as well as the "surge" associated with the Library project.

#### **Legislative Review**

Director of Government Relations Jennifer Wallace reviewed the recently concluded legislative session. She said that Evergreen and the higher education sector generally received more funding than in the previous biennium. Ms. Wallace discussed the recommendations of the Washington Learns committee, which included making tuition predictable and affordable; benchmarking the state's educational performance to "Global Challenge States," increasing production of degrees in "high demand" fields, and providing financial aid targeted at first generation students, students from low-income families, and students pursuing degrees in high demand areas. Senate Bill 5806 implemented many of these policy recommendations by setting benchmarks and limiting tuition increases (to 7% per year for research universities and 5% per year for regional institutions). The legislature also provided richer per student funding for new "high demand" enrollments and new, targeted financial aid programs. Ms. Wallace distributed a list of bills affecting higher education.

#### **Capital Budget Planning**

Vice President John Hurley presented the college's capital budget as approved by the legislature. The legislature approved re-appropriations of \$22 million, the largest portion being for the Phase II renovation of the Library building. New appropriations include \$1.7 for an expansion of the Longhouse and \$4.9 million for renovation of the College Activities Building (CAB). The balance of the funding for the CAB project will be funded from revenue bonds supported by the student fee approved last year. Dr. Hurley said that the total amount of new capital funding will be \$32,890,000.

### **Operating Budget Planning**

President Purce said that college staff worked to develop a biennial budget at the same time that the legislature was making final budget decisions. He invited Steve Trotter, Executive Director of Operational Planning and Budget, to present an overview of the staff work on the operating budget recommendation. Mr. Trotter recalled the elements of the college's budget request that the Trustees approved last year. He described highlights of the final legislative budget, including compensation health benefits; support for low-income, first-generation and students with disabilities; an increase in state-funded tuition waivers, a significant enhancement for the college's Labor Center, well-funded new enrollment in high-demand areas, and provisions to use student tuition increases to address local needs. Each of the vice presidents discussed line items in the budget recommendations that affect the work of their divisions. Mr. Trotter presented an estimated cost of attendance reflecting the budget proposals, including a tuition increase for resident undergraduates of 5% in each year of the biennium and an increase of 2.5% in the first year and 5% in the second year for non-resident undergraduates. The estimated cost of attendance also assumes an average increase in Housing rates of 5% in each year, a 5% increase in Services and Activities fees in the first year of the biennium, and an increase in Health and Counseling fees at maximum level allowed by the Initiative 601 growth factor. President Purce summarized the links between the proposed operating budget and the priorities set forth in the recently approved strategic plan.

### **Possible Student-Initiated Fees**

Representatives from the Geoduck Student Union (Victor Sanders, Ben Gass, Stephen Engel, Brooke McLane-Higgenson and Asenka Miller) described two student fees that student may vote on later in the quarter. Mr. Sanders said that the first ballot initiative would raise the transit fee by \$3 to provide funding for a late-night transit services. The second ballot initiative would implement a one-quarter, \$2 per credit fee to provide funding for the Flaming Eggplant café, a student-run food service. Students associated with the Flaming Eggplant café project displayed plans for a temporary food service facility. If the fee is approved, the temporary facility would operate until a permanent space is provided by the CAB renovation. Ms. McLane-Higgenson distributed the election guidelines that the Geoduck Union has adopted to govern elections for student representatives and fee initiatives.

### **Services and Activities Fee Board**

Members of the Services and Activities joined the Trustees for a working lunch. Director of Student Activities Tom Mercado thanked the S&A Board members for their work this year. He said that the Board would present a recommendation for spending S&A fees at the Trustees' June meeting. The S&A Board's proposal includes a 5% increase in the S&A fee in the first year of the biennium.

### **Setting Summer Tuition**

**Motion** Ms. Roloff made a motion to approve increases in summer school tuition rates of 6% for  
**2007-11** resident undergraduate and non-resident students. The motion was seconded and passed on a voice vote.

### **Delegation of Authority for Residential Housing Elevator Project**

**Motion**  
**2007-12**

Ms. Roloff made a motion to:

- approve a project budget of \$1.4 million for the Housing Elevator Project
- authorize the award of a construction contract for the project to ThyssenKrupp, and
- delegate authority to the president or his designee to approve change orders on the project so 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.

### **Delegation of Authority for Evergreen Residential Housing Renovation of Buildings B, C and D**

**Motion**  
**2007-13**

Ms. Lane made a motion to:

- approve a project budget of \$1.421 million for the renovation of Buildings B, C and D;
- authorize the award of a contract not to exceed \$597,000 to upgrade the fire sprinkler and alarm panels, and
- delegate authority to the president or his designee to approve change orders on the project so 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.

### **Adoption of Audited Financial Statements**

**Motion**  
**2007-14**

Ms. Roloff made a motion to adopt the audited financial statements for fiscal year 2006 as presented. The motion was seconded and passed on a voice vote.

### **Appointment of Management Team for Collective Bargaining**

**Motion**  
**2007-15**

Ms. Roloff made a motion to appoint a bargaining team composed of Walter Niemiec, Steve Trotter, Laurel Uznanski, and Rod Younker to conduct collective bargaining with the United Faculty of Evergreen. The motion was seconded and passed on a voice vote.

### **Modifying the Delegation of Authority**

**Motion**  
**2007-16**

Ms. Lane made a motion to modify sections 24 and 25 of Resolution 2005-02, Delegating the Board's Powers and Duties and to re-adopt the modified policy as Resolution 2007-03 (attached). The motion was seconded and passed on a voice vote.

### **Approval of Minutes**

**Motion**  
**2007-17**

Ms. Roloff made a motion to adopt the minutes of the March meeting. The motion was seconded and passed on a voice vote.

### **Nominating Committee**

Mr. Hedrick said that the Board's bylaws call for the formation of a Nominating Committee to propose board officers for the next academic year. He invited discussion

**Motion**  
**2007-18**

Mr. Hedrick made a motion to appoint Ms. Roloff and Ms. Proffitt as the Nominating Committee. The motion passed on a voice vote.

### **Report of the Student Trustee**

Mr. Carmony reported that he graduated in March. Mr. Carmony said that he had worked to encourage students to apply for the student trustee position next year.

### **President's Report**

President Purce invited Artee Young to report as faculty representative to the Board of Trustees. Dr. Young described the faculty's work on a long-time visiting and adjunct hiring policy; governance groups on curricular visions; the faculty handbook; a resolution supporting Day of Absence/Day of Presence; and the Faculty Advisory Panel on College Budget.

President Purce invited Nigel Jett to report as staff representative to the Board. Mr. Jett said that staff appreciate and look forward to the salary increases included in the legislative budget and appreciate the new staff positions proposed. He said that staff continue to be concerned about the disruption associated with the renovation of the Library building and CAB.

President Purce asked Vice President for College Advancement Lee Hoemann to report on fundraising. Ms. Hoemann introduced Dick Francois as the new Director of Development. She also distributed a fundraising update showing that the Foundation has met its overall fundraising goal for the fiscal year and is within 9% of the goal for the Annual Fund.

President Purce noted recent events at Virginia Technical Institute. He invited Phyllis Lane, Dean of Student and Academic Support Services, to discuss risk reduction services and processes in place at Evergreen to reduce the risk associated with students who may harm themselves or others. Dr. Lane discussed the college's systems for daily incident reporting, risk assessment, wellness checks and the assignment of case managers. She also noted the existence of a commissioned police force, the Health and Counseling Center's outreach efforts, and the Student Conduct Code.

President Purce noted recent news reports about conflicts of interest in financial aid offices in New York. He invited Steve Hunter, Director of Enrollment Management, to discuss the issue. Mr. Hunter distributed a copy of Evergreen's "preferred lender" list and described the process that the college uses to add and remove lenders from the list. He said that the Vice President for Student Affairs will review the process for awarding Preferred Lender status for appropriate checks and balances within the institution and make recommendations to the Senior Staff.

President Purce recalled that the Geoduck Student Union had asked the Board to consider formally recognizing a representative from the student government. The Board's discussion posed questions about the practices of other Boards of Trustees and Regents and about the process for nominating Student Trustees. He referred to a staff memorandum responding to several of these questions. He asked the Trustees whether they would want to consider a specific proposal at a future meeting. Mr. Hedrick asked that the staff prepare a proposal for the Board to consider at the July meeting.

President Purce reviewed his schedule since the previous meeting and shared highlights from his schedule for the next few months. He concluded by distributing the text of his response to the Diversity Disappearing Task Force.

### **Public Comment**

Mr. Hedrick invited public comment. Ben Gass and Stephen Engel from the Geoduck Student Union thanked the Board for its willingness to consider recognizing a representative from the Geoduck Student Union in July. He said that because students will be away from campus in the summer, the Geoduck Student Union may submit a proposal in June for consideration in the summer.

Nathaniel Ashlock said that he and another student are working on a student project to investigate renaming buildings on campus. He said that the current names do not reflect the spirit and creativity of the institution. They have talked with people on the Master Planning Committee and are aware that the Board has the authority to name buildings.

**Adjournment**

Mr. Hedrick adjourned the meeting at 2:46 p.m.

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Christopher Hedrick, Chair

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Marilee K. Roloff, Secretary