

1210 6th Ave Tacoma, WA 98405

Board of Trustees Meeting

Friday, March 8, 2024 10:00am – 3:00pm Sankofa Room @ Evergreen Tacoma

AGENDA

In-person meeting with Zoom option

Public Zoom link: https://evergreen.zoom.us/j/89335887824

The Evergreen State College Mission Statement

As an innovative public liberal arts college, Evergreen emphasizes collaborative, interdisciplinary learning across significant differences. Our academic community engages students in defining and thinking critically about their learning. Evergreen supports and benefits from local and global commitment to social justice, diversity, environmental stewardship and service in the public interest.

AGENDA

10:00 a.m.

- 1. Call to order, determination of quorum
- 2. Welcome from Evergreen Tacoma
- 3. Chair's opening remarks
- 4. Executive leadership report
- 5. Public comment*
- 6. Student Trustee report
- 7. Representative reports
 - Faculty
 - Staff
 - GSU (Geoduck Student Union)
- 8. Approval of meeting minutes
 - Proposed action item: motion to approve meeting minutes of January 29, 2024
- 9. Legislative update
- 10. Student Achievement and Success Committee
- 11. Social Contract briefing
- 12. Student Presentation

[LUNCH]

- 13. Open Public Meetings Act combined exempt and executive session**
- 14. Action items from exempt/executive session
 - Proposed action item: motion to approve the classified bargaining management team as proposed.
 - Proposed action item: motion to approve the uniformed personnel bargaining management team as proposed.
- 15. Finance and Budget Committee
- 16. Seminar I building remodel
 - Action item: motion to adopt Resolution 2024-03, delegating authority for renovation of Seminar I building
- 17. Campaign update
- 3:00 p.m. 18. Adjourn

For more information or accommodations, please email trustees@evergreen.edu.

^{*} The Board of Trustees welcomes public comment. It can be submitted in writing or made orally during the meeting. Written comment will be distributed to the Trustees per the <u>Board of Trustee's Public Comment</u> <u>Policy</u>. Please submit written comment, or sign up to make oral public comment, no later than 10:00 a.m. Friday, March 8, 2024, by signing in at the meeting location or by emailing <u>trustees@evergreen.edu</u>.

^{**} The Board will meet in a combined exempt and executive session to discuss bargaining (RCW 42.30.140(4)); discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party (RCW 42.30.110(1)(i)); and/or any other legally authorized grounds for executive session enumerated in RCW 42.30.110(1).



Regular Meeting of the Board of Trustees

January 29, 2024

Trustees Attending: Karen Fraser **Absent:** n/a

Fred Goldberg Pam MacEwan Miguel Pérez-Gibson

Kris Peters Allyson Brooks Ed Zuckerman Onya Robertson

Staff Present: Abby Kelso, Vice President for Advancement

Jadon Berry, Executive Associate to the Executive Vice President

Trevor Speller, Vice Provost for Academic Operations

John Carmichael, President

Dexter Gordon, Executive Vice President

Farra Hayes, Associate Vice President for Marketing and Communications

Holly Joseph, Dean of Students

Sandra Kaiser, Director for Government Relations

David Kohler, Chief Financial Officer

David McAvity, Provost

William Ward, Chief Administrative Officer

John Reed, Chief Enrollment Officer

Eirik Steinhoff, Faculty

Kelli Bush, Co-Director, Sustainability in Prisons Amy Betz, Directory of Academic Initiative Support

Lori Blewett, Faculty
Anthony Levenda, Faculty

Andrew Beattie, Executive Associate to the President and Secretary to the

Board of Trustees

Others Present: Sharon English, Assistant Attorney General

Helena Farrell Paulsen, Staff Representative to the Board of Trustees

Lalita Calabria, Faculty Representative to the Board of Trustees

Juniper Campbell, Geoduck Student Union Representative to the Board of

Trustees

Jamie Fiano, Student

This meeting took place via Zoom. All participated remotely.

Chair Fraser called the meeting to order at 9:00 a.m. and Secretary Zuckerman confirmed a quorum.

Chair's opening remarks

Chair Fraser acknowledged the Evergreen community is grieving the loss of student, Jonathan Rodriguez, who died on December 11, 2023, as a result of carbon monoxide poisoning in on-campus housing known

as the Mods. She offered deepest condolences on behalf of the Board of Trustees to Jonathan's family and friends while acknowledging many others who are suffering, especially fellow students and those working in Residential and Dining Services. Chair Fraser acknowledged the Board is actively engaged with college leadership, providing direction as the governing body for Evergreen.

Executive Leadership report

President Carmichael and Executive Vice President Gordon shared updates on the status of the investigation, communication, and action steps in response to the tragedy on December 11, 2023 which resulted in the death of student, Jonathan Rodriguez, and injury to other students and staff. Executive Vice President Dexter Gordon shared information about Jonathan as a student and impactful member of our Evergreen community. President Carmichael acknowledged a long list of maintenance and repair needs in Evergreen housing facilities and noted the need for dedicated financial resources to continue addressing those needs as expediently as possible.

Action item: motion to adopt Resolution 2024-01 delegating to the President and or his designee the authority to spend up to \$1 million from the Board contingency reserve fund to pay expenses associated with the tragic event on December 11, 2023, providing the Chair of the Board an accounting of all expenditures made under this authority.

Motion **2024-01**

Trustee Zuckerman moved to adopt Resolution 2024-01 delegating to the President and or his designee the authority to spend up to \$1 million from the Board contingency reserve fund to pay expenses associated with the tragic event on December 11, 2023, providing the Chair of the Board an accounting of all expenditures made under this authority. Motion was seconded by Trustee Brooks and passed on a voice vote.

Chair Fraser announced a 5-minute break at 9:35 a.m. The meeting resumed at 9:40 a.m.

Chair Fraser noted she had attended the KAOS 50-year celebration and hand delivered a letter of congratulations. She also acknowledged her participation along with Trustee Robertson at Regents and Trustees Day with the state legislature. Chair Fraser officially welcomed GSU representative Juniper Campbell to his first full board meeting, having first attended a portion of the retreat in November.

Public comment

Chair Fraser called for public comment. Executive Associate the President and Secretary to the Board of Trustees Beattie announced that there was no-one registered for public comment for the meeting.

Student Trustee report

Student Trustee Onya Robertson personally offered sincere condolences to family and friends of Jonathan Rodriguez and the Evergreen community and a message that may Jonathan rest in power. She offered to be available for discussion and consult with administrators in their efforts toward resolve and more positive outcomes for students and the Evergreen community.

Trustee Roberts acknowledged she has shared significant time and space over the past few years with many students and Evergreen staff with a desire to help heal and build connections. She named student organizations who are exemplifying our college mission, including the Geoduck Student Union, Cooper Point Journal, and Black Student Union and offered gratitude for their work.

Trustee Robertson acknowledged her pleasant experience at Regents and Trustees Day and appreciated the opportunity to connect with other Regents, Trustees, and legislators, including a representative from her home community of the Hilltop neighborhood in Tacoma.

Representative reports

Faculty Representative Calabria offered gratitude to the board and encouragement on behalf of incoming faculty representative Carolyn Prouty, who will begin serving immediately following this meeting. She shared that 49 new students joined the MPA program last fall with 29 in Olympia and 20 in Tacoma. At a recent world sustainability conference in the Netherlands, faculty Larry Geri chaired a panel on the political and social implications of sustainability transitions. MPA faculty Lucky Anguelov and Mike Craw presented at this year's NASPAA Network of Schools of Public Policy Affairs and Administration Conference. MPA grad Nicholas Mitchell, class of 2021 began detail as the Budget Analyst and Presidential Management Fellow at the U.S. Department of Labor in Washington D.C. in April of 2023. MIT program is in the third quarter of the pilot multi-lingual pathway, graduating 32 students. MES will begin celebrating their 40th year as an Evergreen program. Tacoma campus has been a leader in enrollment growth of students of color in Washington this year and has begun shaping 21st century adult learners through their new early childhood education program. Tacoma is also hosting events every Saturday in February in honor of Black History Month and will host Founders Day on March 2, honoring Dr. Maxine Mimms on her 96th birthday. Hydroponic food growing and study abroad programs are also new initiatives that continue to provide rich learning opportunities for Tacoma students. Faculty worked with facilities to install signage at the Evergreen Beach, educating our community on the public shellfish health alert.

Chair Fraser thanked Representative Calabria for her always thoughtful and informative contributions to the Board and wished her well as she transitions away from her representative role.

Staff Representative Paulsen shared that a student constructed memorial for Jonathan Rodriguez outside of Evans Hall has continued to be cared for by staff. She also acknowledged the difficult work of staff and student staff the evening of December 11 and ongoing work to address critical issues in campus housing. She acknowledged staff for participating in workshops and open forums for academic hiring priorities of dean and faculty roles. New program specialist for scholarships, Dane Wilbur. This new hire in Enrollment Services, splits a previous position into two, allowing dedicated focus to both areas of scholarships and commencement. 2024-25 scholarship applications opened on January 10 and as of Friday, January 26 had received 78 applications and 249 others in progress. CCBLA has transitioned the satellite Thurston County Foodbank to a new indoor location at the Basic Needs Center. A new Basic Needs Navigator position was recently filled, offering increased level of service out of the BNC.

Geoduck Student Union Representative Campbell shared that he is a Sophomore from Arizona, studying Economics Cybernetics and is very grateful for the opportunity to serve as GSU Representative. He acknowledged the loss of his friend and fellow student, Jonathan Rodriguez and the impact and harm of hospitalization of two other students and friends. He shared his thanks to RAD and all students who were involved in collective response to the incident and for maintaining an altar near the Mod housing complex smoking shelter. Representative Campbell also noted that students are continuing to proceed with their student experience, while carrying the trauma of this event. Students have become increasingly interested in engagement with Evergreen administration. He indicated that this interest comes from a place of love of this school and desire to see the school succeed. Basic needs, wellness

services, and police accountability and review, and infrastructure improvements are all topics of interest to many students. He shared about his own role as GSU legislative liaison and work with the Washington Student Association. GSU will plan to host a lobby day on February 12 and a town hall on February 28. He noted that GSU is working hard this year to ensure a structure and system that is more open to and supportive of the students they serve. He finally noted that students are drawn to find more ways to engage with their school also because of Evergreen's recent triumphs over challenging times in previous years. Representative Campbell encouraged the Board to help facilitate structures that ensure consistency and continuity.

Approval of meeting minutes

Action item: motion to approve meeting minutes of November 28, 2023.

Motion Trustee Zuckerman moved to approve meeting minutes of November 28, 2023. Motion

was seconded by Trustee MacEwan and passed on a voice vote.

Finance and Budget Committee

Trustee Zuckerman highlighted post COVID financial health of college is improving and confidence in Chief Financial Officer Dave Kohler and his team.

Chief Financial Officer Dave Kohler shared that Professional and Continuing Education is generating revenue and on track, yet behind schedule on initial projections to add new revenue to the operating budget by FY26.

Campaign update

Vice President for Advancement Abby Kelso joined the call from Los Angeles, CA where she was attending the AGB Foundation Leadership Conference with colleagues and will be presenting later in the day with Foundation Board members. She discussed new House of Welcome Endowment and a new Coordinated Studies Endowment and reminded the Board of the Art of Giving event on Thursday, May 2.

Vice President Kelso shared that \$53.6 million is the current campaign total after a strong month of January. She shared gratitude for the individual ways trustees have supported the campaign efforts.

Enrollment update

Chief Enrollment Officer John Reed shared current enrollment counts for winter term, a recent financial aid workshop for Shelton students hosted by Evergreen, and efforts to prepare for FAFSA changes.

Professional and Continuing Education (PACE)

President Carmichael, Provost David McAvity, Dean Lori Blewett shared about efforts underway to explore methods that work toward meeting workforce demands and strategic enrollment growth for Professional and Continuing Education.

Legislative update

Chair Fraser shared more about her experience with Trustee Robertson at Regents and Trustees Day.

Director of Government Relations, Sandy Kaiser thanked Representative Campbell, Trustee Robertson and Chair Fraser for their advocacy and engagement with the legislature. She shared some updates on timelines for bills and trustee confirmations. She also informed board members the status and timelines associated with each of Evergreen's requests.

Chair Fraser announced a 10-minute break at 10:55 a.m. The meeting resumed at 11:05 a.m.

Student Achievement and Success Committee

Trustee Pérez-Gibson and Provost McAvity invited a group of academic deans and faculty to give background and an update on the Prison Education Project.

Provost McAvity reaffirmed the need for the Board to approve a new Prison Education Resolution so the program can receive accreditation and ensure eligibility of Pell Grant funding for those students.

Action item: motion to adopt Prison Education Resolution.

Motion	Trustee Peréz Gibson moved to adopt resolution 2024-02 authorizing the
2024-03	establishment of a new Prison Education Program at The Evergreen State College.
	Motion was seconded by Trustee Goldberg and passed on a voice vote.

Student Presentation

Faculty member Anthony Levenda introduced Jamie Fiano who shared about her experience in the Center for Climate Action and Sustainability. This work has resulted in launching a Climate Café program at the college which gives students experiencing hardship and difficult emotions because of climate change a structured space to connect, be informed, and process these experiences. Jamie also had a successful experience as a legislative intern.

Chair Fraser adjourned the meeting at 11:43 p.m.	
Karen Fraser, Chair	Ed Zuckerman, Secretary

- WAC 174-121-010 The social contract—College philosophy. (1) General: Evergreen is an institution and a community that continues to organize itself so that it can clear away obstacles to learning. In order that both creative and routine work can be focused on education, and so that the mutual and reciprocal roles of campus community members can best reflect the goals and purposes of the college, a system of governance and decision-making consonant with those goals and purposes is required.
 - (2) Purpose:
- (a) Evergreen can thrive only if members respect the rights of others while enjoying their own rights. Students, faculty, administrators, and staff members may differ widely in their specific interests, in the degree and kinds of experiences they bring to Evergreen, and in the functions which they have agreed to perform. All must share alike in prizing academic and interpersonal honesty, in responsibly obtaining and in providing full and accurate information, and in resolving their differences through due process and with a strong will to collaboration.
- (b) The Evergreen community should support experimentation with new and better ways to achieve Evergreen's goals. Specifically, it must attempt to emphasize the sense of community and require members of the campus community to play multiple, reciprocal, and reinforcing roles in both the teaching/learning process and in the governance process.
- (3) Freedom and civility: The individual members of the Evergreen community are responsible for protecting each other and visitors on campus from physical harm, from personal threats, and from uncivil abuse. Civility is not just a word; it must be present in all our interactions. Similarly, the institution is obligated, both by principle and by the general law, to protect its property from damage and unauthorized use and its operating processes from interruption. Members of the community must exercise the rights accorded them to voice their opinions with respect to basic matters of policy and other issues. The Evergreen community will support the right of its members, individually or in groups, to express ideas, judgments, and opinions in speech or writing. The members of the community, however, are obligated to make statements in their own names and not as expressions on behalf of the college. The board of trustees or the president speaks on behalf of the college and may at times share or delegate the responsibility to others within the college. Among the basic rights of individuals are freedom of speech, freedom of peaceful assembly and association, freedom of belief, and freedom from intimidation, violence, and abuse.
- (4) **Individual and institutional rights:** Each member of the community must protect:
- (a) The fundamental rights of others in the community as citizens;
- (b) The right of each member in the community to pursue different learning objectives within the limits defined by Evergreen's curriculum or resources of people, materials, equipment and money;
- (c) The rights and obligations of Evergreen as an institution established by the state of Washington; and
- (d) Individual rights to fair and equitable procedures when the institution acts to protect the safety of its members.
 - (5) Society and the college:
- (a) Members of the Evergreen community recognize that the college is part of the larger society as represented by the state of Washing-

ton, which funds it, and by the community of greater Olympia, in which it is located. Because the Evergreen community is part of the larger society, the campus is not a sanctuary from the general law or invulnerable to general public opinion.

- (b) All members of the Evergreen community should strive to prevent the financial, political, or other exploitation of the campus by any individual or group.
- (c) Evergreen has the right to prohibit individuals and groups from using its name, its financial or other resources, and its facilities for commercial, or political activities.
- (6) **Prohibition against discrimination:** There may be no discrimination at Evergreen with respect to race, sex, age, handicap, sexual orientation, religious or political belief, or national origin in considering individuals' admission, employment, or promotion. To this end the college has adopted an affirmative action policy approved by the state human rights commission and the higher education personnel board. Affirmative action complaints shall be handled in accordance with state law, as amended (e.g., chapter 49.74 RCW; RCW 28B.16.100; chapter 251-23 WAC).

(7) Right to privacy:

- (a) All members of the college community have the right to organize their personal lives and conduct according to their own values and preferences, with an appropriate respect for the rights of others to organize their lives differently.
- (b) All members of the Evergreen community are entitled to privacy in the college's offices, facilities devoted to educational programs, and housing. The same right of privacy extends to personal papers, confidential records, and personal effects, whether maintained by the individual or by the institution.
 - (c) Evergreen does not stand in loco parentis for its members.

(8) Intellectual freedom and honesty:

- (a) Evergreen's members live under a special set of rights and responsibilities, foremost among which is that of enjoying the freedom to explore ideas and to discuss their explorations in both speech and print. Both institutional and individual censorship are at variance with this basic freedom. Research or other intellectual efforts, the results of which must be kept secret or may be used only for the benefit of a special interest group, violate the principle of free inquiry.
- (b) An essential condition for learning is the freedom and right on the part of an individual or group to express minority, unpopular, or controversial points of view. Only if minority and unpopular points of view are listened to, and are given opportunity for expression will Evergreen provide bona fide opportunities for significant learning.
- (c) Honesty is an essential condition of learning, teaching or working. It includes the presentation of one's own work in one's own name, the necessity to claim only those honors earned, and the recognition of one's own biases and prejudices.

(9) Open forum and access to information:

- (a) All members of the Evergreen community enjoy the right to hold and to participate in public meetings, to post notices on the campus, and to engage in peaceful demonstrations. Reasonable and impartially applied rules may be set with respect to time, place and use of Evergreen facilities in these activities.
- (b) As an institution, Evergreen has the obligation to provide open forum for the members of its community to present and to debate public issues, to consider the problems of the college, and to serve

as a mechanism of widespread involvement in the life of the larger community.

- (c) The governance system must rest on open and ready access to information by all members of the community as well as on the effective keeping of necessary records.
- (d) In the Evergreen community, individuals should not feel intimidated or be subject to reprisal for voicing their concerns or for participating in governance or policy making.
- (e) Decision making processes must provide equal opportunity to initiate and participate in policy making, and Evergreen policies apply equally regardless of job description, status or role in the community. However, college policies and rules shall not conflict with state law or statutory, regulatory and/or contractual commitments to college employees.
- (10) **Political activities:** The college is obligated not to take a position, as an institution, in electoral politics or on public issues except for those matters which directly affect its integrity, the freedom of the members of its community, its financial support, and its educational programs. At the same time, Evergreen has the obligation to recognize and support its community's members' rights to engage, as citizens of the larger society, in political affairs, in any way that they may elect within the provision of the general law.

[Statutory Authority: Chapter 34.05 RCW. WSR 89-21-073, § 174-121-010, filed 10/17/89, effective 11/17/89.]



EXECUTIVE SUMMARY

Date: March 8, 2024

To: The Evergreen State College Board of Trustees

From: John Carmichael, President

Subject: Appointment of management team for 2025-2027 classified staff collective bargaining

1) Administrative Recommendation:

Approve a motion to appoint the following staff to conduct collective bargaining with the Washington Federation of State Employees Classified Staff bargaining unit:

- Laurel R. Uznanski, Associate Vice President, Human Resource Services (Chief Negotiator)
- Ahniwa Ferrari, Associate Dean for Library Operations
- · Brant Eddy, Purchasing and Contracts Manager

2) Explanation:

- a) Background: The College expects to bargain successor agreements with the classified staff, during the spring and summer of 2024. By statute, a negotiated classified agreement must be submitted to the Office of Financial Management by October 1, 2024.
- b) Present policy comparison: The proposed negotiating team has members in common with the team that represented management in the previous negotiations. The previous negotiating team for the classified contract was composed of:
 - Laurel R. Uznanski, Associate Vice President, Human Resource Services (Chief Negotiator)
 - Sarah Mealy, Senior Human Resource Representative
 - Ahniwa Ferrari, Associate Dean of Library Operations
 - Casey Lalonde, Campus Children's Center Director
- b) Proposed by: Laurel R. Uznanski, Associate Vice President for Human Resource Services
- d) Alternate view: None provided.

3) Scheduling:

The schedule for bargaining will be established in dialogue with the union's representatives.



4) Fiscal Impact:

The college's operating budget spending plan provides flexibility to cover the costs of negotiations.

5) Program Impact:

Members of the negotiating team will devote considerable time to negotiations. Staff assignments may be adjusted as needed.

6) Legal Process:

Board of Trustees Resolution 2019-12 reserves the Board the authority to appoint bargaining teams for negotiations with represented employee groups.

7) Staff Review:

LRU Laurel Uznanski, Associate Vice President for Human Resources Services

AJB Executive Associate to the President and Secretary to the Board of Trustees



EXECUTIVE SUMMARY

Date: March 8, 2024

To: The Evergreen State College Board of Trustees

From: John Carmichael, President

Subject: Appointment of management team for 2025-2027 uniformed personnel collective

bargaining

1) Administrative Recommendation:

Approve a motion to appoint the following individuals to conduct collective bargaining with the Washington Federation of State Employees uniformed personnel bargaining unit:

- Rod Younker, Summit Law Group (Chief Negotiator)
- David Brunckhurst, Director of Police Services
- Laurel R. Uznanski, Associate Vice President for Human Resource Services

2) Explanation:

a) Background: The College expects to bargain successor agreements with the uniformed personnel during the spring and through the end of July 2024. By statute, a negotiated uniformed personnel agreement must be submitted to the Office of Financial Management by October 1, 2024.

As per RCW 41.80.310, negotiations shall begin at least five (5) months prior to the submission of the budget to the legislature. If no agreement has been reached sixty (60) days after the commencement of negotiations, at any time thereafter, either party may declare impasse and may submit the dispute to the Washington State Public Employment Relations Commission (PERC) for mediation. PERC shall appoint a mediator and shall take steps in order to persuade the parties to resolve their differences and reach an agreement. If agreement is not reached following a reasonable period of negotiations and mediation, and the PERC Executive Director finds that the parties remain at an impasse, the PERC Executive Director shall certify the issues for interest arbitration. The issues for determination by the arbitrator shall be limited to the issues certified by the PERC Executive Director. The interest arbitration dates are scheduled for August 6 through August 7, 2024.

b) Proposed by: Laurel Uznanski, Associate Vice President for Human Resource Services



c) Alternate view: None provided.

3) Scheduling:

The schedule for bargaining will be established in dialogue with the union's representatives.

4) Fiscal Impact:

The college's operating budget spending plan provides flexibility to cover the costs of negotiations.

5) Program Impact:

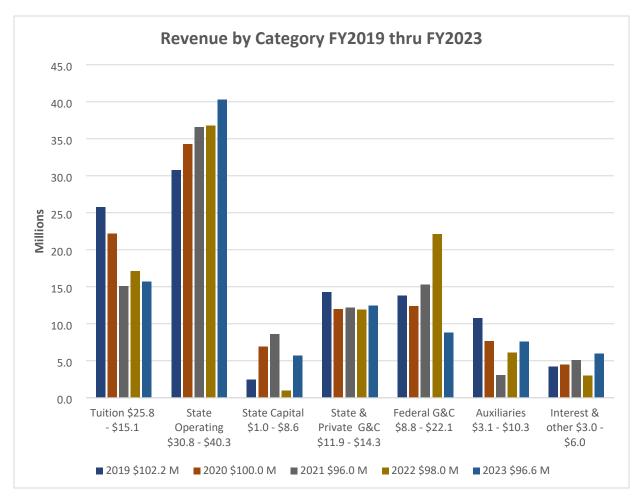
Members of the negotiating team will devote considerable time to negotiations. Staff assignments may be adjusted as needed.

6) Legal Process:

Board of Trustees Resolution 2019-12 reserves the Board the authority to appoint bargaining teams for negotiations with represented employee groups.

7) Staff Review:

- LRU Laurel R. Uznanski, Associate Vice President for Human Resources Services
- <u>AB</u> Executive Associate to the President and Secretary to the Board of Trustees



The chart above tracks the different types of revenue that support college operations.

To start, the bottom line on the chart shows how total revenue has decreased from \$102.2 million pre-COVID to \$96 million in FY2021, when it seems to have stabilized.

Looking at the individual revenue sources, the first two categories (tuition and state operating appropriations) are used to support the college operating budget. Over the past 5 years, tuition has decreased by nearly \$11 million while state operating appropriations have increased by about \$10.5 million. The result is that the state has steadily covered a higher percentage of the college operating budget. In FY2019, state appropriations covered 54.4% of the operating budget while tuition covered 45.6%. In FY2023, those percentages increased to 72% and 28%.

Revenues like tuition and auxiliaries that rely mostly on students were hit the hardest during the pandemic as enrollments declined. Both revenue sources decreased dramatically from pre-COVID FY2019 levels to the end of COVID in FY2021. Tuition revenue decreased from \$25.7 million to \$15.1 million and auxiliary revenue decreased from \$10.8 million to \$3.1 million.

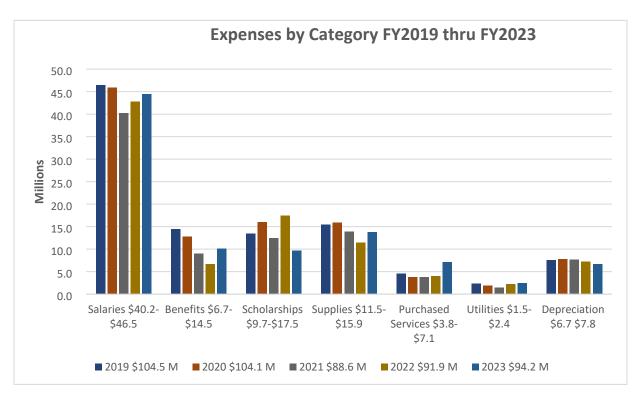
The spike in the federal grants and contracts revenue in FY2020 and FY2021 was the \$2.8 million and \$7.9 million of Federal COVID relief money we received in those years. This money was used to helped offset some of the decline in tuition.

Contribution Rate	FY 2019	FY2020	FY2021	FY2022	FY2023
Tuition & Fees, net	25.2%	22.2%	15.7%	17.4%	16.3%
State Approps-operating	30.1%	34.3%	38.1%	37.6%	41.7%
State Approps-capital	2.4%	6.9%	9.0%	1.0%	5.9%
State & Private G&C	14.0%	12.0%	12.7%	12.1%	12.9%
Federal G&C	13.5%	12.4%	15.9%	22.6%	9.1%
Auxiliaries	10.6%	7.7%	3.2%	6.2%	7.9%
Interest & other Rev	4.1%	4.5%	5.3%	3.1%	6.2%
	99.9%	100.0%	100.0%	100.0%	100.0%

The table above shows the percentage of total revenue each revenue source accounts for.

For example, of the \$96.6 million of revenue collected in FY2023, 16.3% was tuition, 41.7% state operating dollars and so on. What the table shows is that every category of revenue, except state operating appropriations and state capital appropriations, has decreased over the past five years.

Much of the decrease can be attributed to the COVID pandemic. Looking at the non-state supported revenue categories, with the exception of interest, none of the revenue categories are back to pre-COVID levels as a percentage of the total budget.



The chart above tracks the different types of expenses that support the entire college operations.

The bottom line on the chart shows how total expenses have decreased from \$104.5 million pre-COVID to \$94.2 million in FY2021 when they began to gradually increase. In general, expenses declined as we addressed COVID and increased as state appropriations have increased to support compensation increases and the prison education program.

Looking at the individual expense categories, both salary and benefits decreased from pre-COIVD levels in FY2019 to FY2021 due to faculty and staff reductions but have since increased due to legislatively mandated compensation increases.

The spike in scholarships in FY2022 was due to the \$5.4 million of federal COVID relief funds we received to distribute to needy students.

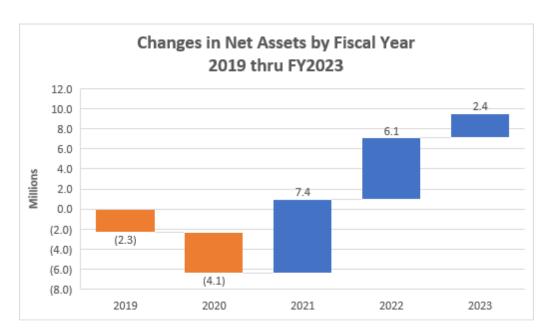
The spike in purchased services in FY2023 was mostly due to hiring contractors to renovate A Dorm.

Demand Rate					
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Salaries	44.5%	44.1%	45.4%	46.6%	47.1%
Benefits	13.9%	12.3%	10.2%	7.3%	10.7%
Scholarships	12.9%	15.4%	14.1%	19.0%	10.3%
Supplies	14.8%	15.3%	15.7%	12.5%	14.6%
Purchased Services	4.4%	3.7%	4.2%	4.3%	7.6%
Utilities	2.2%	1.8%	1.6%	2.4%	2.5%
Depreciation	7.3%	7.5%	8.7%	7.8%	7.1%
Total	100.0%	100.1%	99.9%	99.9%	100.0%

The table above shows the percentage of total total expenses each type of expense accounts for.

For example, of the \$94.2 million of total expenses in FY2023, 47.1% of those expenses was to cover salaries, 10.7% was used to cover employee benefits and so on. What the table shows, is that about 57% of our expenses are used to cover salaries and benefits and that the percentage of the budget used to cover each of the other categoires has remained pretty consistent over the past five years.

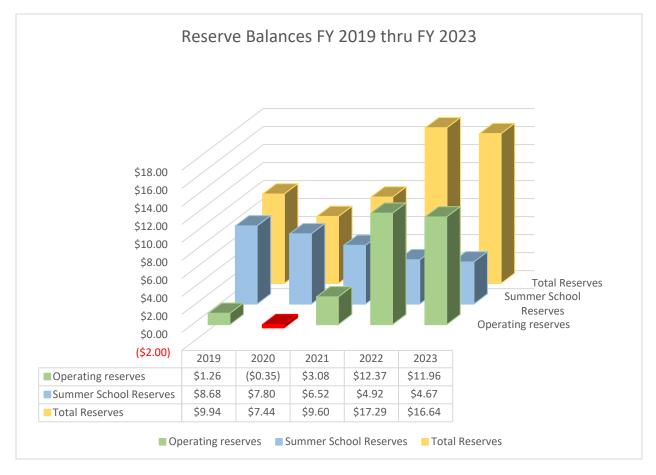
Much of the decrease can be attributed to the COVID pandemic. Looking at the non-state supported revenue categories, with the exception of interest, none of the revenue categories are back to pre-COVID levels as a percentage of the total budget.



The chart above shows annual increases and decreases in net assets. It gives an indication regarding whether the college, as a whole, is spending more than it is collecting in revenue.

Net assets are the same as net income for a for-profit organization and are calculated by subtracting expenses from revenues. For example, in FY2023, total revenues for the college were \$96.6 million. Total expenses were \$94.2 million. As a result, net assets increased by \$2.4 million.

Over the five year period, net assets increased by \$9.4 million. At the end of FY2023, total net assets were \$149.5 million.



The chart above shows the change in our operating reserve balances over the past 5 years. Over the past five years, net total reserves have increased by \$6.7 million. Operating reserves have increased by \$10.7 million while summer school reserves have decreased by \$4 million. Total reserves at the end of FY2023 were \$11.96 million. Of that, about \$8 million is committed, leaving about \$4 million available for other needs.

The impacts of the 2017 events followed by COVID materially impacted the operating reserve balance as we faced continous enrollment declines to the point where the college experienced negative reserves in FY2020. During that same period, summer school enrollment declines and the college's reliance on summer reserves to fund some operating costs led to reduced summer school reserves.

The receipt of \$14 million of Federal COVID relief funds to cover some of our lost tuition revene and increased enrollments over the past two years have helped stablize the college operating reserves at around \$12 million. If not for the Federal relief funds, the college would be in a much worse financial position.

Since FY2022, increased enrollment has helped stablize summer school reserves.

Financial Sustainability Assessment Rubric



- Based on the Path to Sustainability Project
- A collaboration of:
 - National Association of College and University Business Officers (NACUBO)
 - Baker Tilly

Project partners



NACUBO

Professional organization for school business officials

Leading edge research and professional development



Baker Tilly

Advisory CPA firm headquartered in Chicago
One of top 10 largest CPA firms in US
Specialties include financial reporting in higher education

Path to Sustainability Project



Prompted by recent changes in the demographic and economic landscape of higher education



Recognized need for a model and process for *regional publics* to use to create and sustain a stable operating environment



Created a series of tools to

Identify myths and best practices

Identify component parts of an institution and their relationships

Frame discussions about strategic direction

Assess financial sustainability health

Financial Assessment Sustainability Rubric



Full rubric includes metrics for the following domains:

Admissions and enrollment

Retention and completion

Workforce

Financial



Draft rubric includes Financial Metrics:

Net operating revenue ratio

Ratio of auxiliary expenses to auxiliary revenue

Ratio of net assets to total expenses

Ration of net assets to plant-related debt

Cash on hand

% change in revenue from state support

Impact of affiliated entities

Color coding



Stable - Green

Ideal state



Struggling 1 – Yellow

Not ideal, but indicators are leaning in positive direction



Struggling 2 – Orange

Not ideal and indicators are leaning in a negative direction



In Crisis – Grey

Indicates lack of financial sustainability

Net operating revenue ratio



Revenues include:

Total operating revenues

Nonoperating revenues (state and federal appropriations, unrestricted grants and contributions, interest income, and endowment income)



Expenses include:

Total operating expenses

Total nonoperating expenses



Adjustments made for GASB statements 68 and 75



Metric

Three-year rolling average Uses FY 2021, FY 2022, FY 2023

Ratio of auxiliary expenses to auxiliary revenue



Revenue

Total auxiliary revenue



Expenses

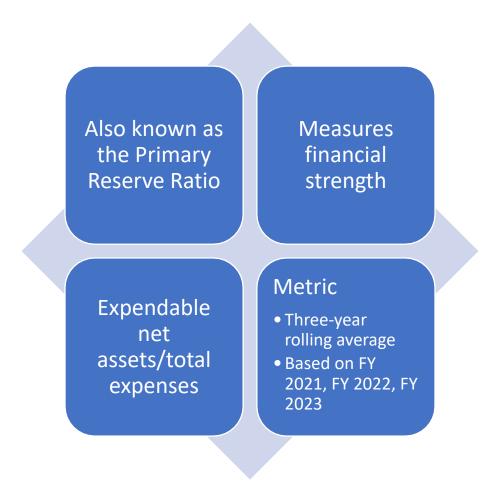
Total auxiliary expenses



Metric

Three-year rolling average
Based on FY 2021, FY 2022, FY 2023

Ratio of net assets to total expense



Viability ratio



Measures the availability of net assets to cover debt



Expendable net assets/total plantrelated debt (par value)



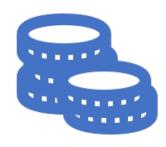
Metric

Based on FY 2023

Cash on hand



Measures number of days operating expenses can be covered with available cash



Metric – based on FY 2023

Cash available

((Operating expenses-depreciation expense)/365)

Optimal = 180 days

%Change in support from state revenue



Measures changes in state support



Metric

Three-year rolling average Based on FY 2021, FY 2022, FY 2023

Impact of affiliated entities

- Measures impact of entities who provide financial support
 - Legislature
 - Foundation

Financial Sustainability Assessment Rubric: Key

These elements can be customized for your institution by updating the text in the cells below. The color-coded rankings correspond to perceived financial sustainability conditions listed on the current state assessment questionnaire.

Key:	Stable - Green	Struggling 1 - Yellow	Struggling 2 - Orange	In Crisis - Grey
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Financial Metrics

Net operating revenue ratio - measures whether the operating expenses are aligned with operating resources	expenses to auxiliary	(Primary reserve ratio) -	Ratio of net assets to plant-related debt (Viability ratio) - measures the availability of net assets to cover debt	Cash on hand annual snapshot date	% change in revenue from state support	Impact of affiliated entities
D) Consistently negative year over year	D) Consistently negative year over year	A) 40% or higher based on an institutional "sweet spot" target (3- yr moving average)	A) 1.25 or higher based on an institutional "sweet spot" target	B) ≥ 90 and <180 days cash on hand	A) Increasing or relatively stable (<2% decrease in past three years)	A) Affiliated entities are helpful and have a positive financial impact

Financial Sustainability Assessment Rubric: Key

These elements can be customized for your institution by updating the text in the cells below. The color-coded rankings correspond to perceived financial sustainability conditions listed on the current state assessment questionnaire.

Key:	Stable	Struggling 1	Struggling 2	In Crisis
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Financial Metrics

Net operating revenue ratio - measures whether the operating expenses are aligned with operating resources	Ratio of auxiliary expenses to auxiliary revenue - measures whether auxiliary expenses are aligned to auxiliary resources	Ratio of net assets to total expenses (Primary reserve ratio) - assesses sufficiency and flexibility of resources	Ratio of net assets to plant-related debt (Viability ratio) - measures if debt resources are managed strategically	Cash on hand annual snap date	% change in revenue from state support	Impact of affiliated entities
A) 2% or higher based on an institutional "sweet spot" target (3-yr moving average)	A) 2% or higher based on an institutional "sweet spot" target (3-yr moving average)	A) 40% or higher based on an institutional "sweet spot" target (3-yr moving average)	A) 1.25 or higher based on an institutional "sweet spot" target	A) ≥ 180 days cash on hand	A) Increasing or relatively stable (<2% decrease in past three years)	A) Affiliated entities are helpful and have a positive financial impact
B) Between 0-2% (3-yr moving average)	B) Between 0-2% (3-yr moving average)	B) Between 30% and 40% (3-yr moving average)	B) 1.0-1.24	B) ≥ 90 and <180 days cash on hand	B) Decreased by 2-5% in past three years	B) Affiliated entities are helpful and but have a neutral financial impact
C) Negative (3-yr moving average)	C) Negative (3-yr moving average)	C) Between 20% and 30% (3-yr moving average)	C) 0.75-1.0	C) ≥30 and <90 days cash on hand	C) Decreased by 5-10% in past three years	C) Affiliated entities are not helpful and have a neutral financial impact
D) Consistently negative year over year	D) Consistently negative year over year	D) Less than 20% (3-yr moving average)	D) <0.75	D) < 30 days cash on hand	D) Decreased by >10% in past three years	D) Affiliated entities are not helpful and have a negative financial impact

Financial Sustainability Assessment Rubric: Introduction

The financial sustainability assessment rubric is meant to use data that institutions already have and collect. Completing the assessment rubric using the categories defined below produces a heat map by assessment area. This is meant to help start the conversation on campus, and they can be customized as needed by the institution.

Each of the following tables unpacks the metrics for a specific area into categories that correspond to the perceived financial sustainability conditions listed on the current state assessment questionnaire.

Financial Data

- Net operating revenue ratio
- Auxiliary operating margin ratio ratio of auxiliary expenses to auxiliary revenue
- Primary reserve ratio
- Viability ratio
- Cash on hand annual snap date
- % change in revenue from state support
- Impact of affiliated entities

Assessment Area	Term/Variable	Definition	Source of Definition
Financial Data	Net operating revenue ratio - measures whether the operating expenses are aligned with operating resources		Tutorial-CFI Ratios IPEDS-Final/pdf
Financial Data	Ratio of auxiliary expenses to auxiliary revenue - measures whether auxiliary expenses are aligned to auxiliary resources	Annual auxiliary revenues minus annual auxiliary expenses divided by annual auxiliary revenues; for this metric, the institution should either use the NACUBO recommendation shown in the rubric or define a "sweet spot" based on institutional goals.	
Financial Data	Ratio of net assets to total expenses (Primary reserve ratio) - measures financial strength	Expendable net assets divided by total expenses; for this metric, the institution should either use the NACUBO recommendation shown in the rubric or define a "sweet spot" based on institutional goals.	https://www.nacubo.org/- /media/Documents/Accounting/Accounting- Tutorials/IPEDS-Finance-Survey/Tutorial-CFI- Ratios IPEDS-Final
Financial Data	Ratio of net assets to plant-related debt (Viability ratio) - measures the availability of net assets to cover debt	Expendable net assets divided by total plant-related debt (par value); for this metric, the institution should either use the NACUBO recommendation shown in the rubric or define a "sweet spot" based on institutional goals.	https://www.nacubo.org/- /media/Documents/Accounting/Accounting- Tutorials/IPEDS-Finance-Survey/Tutorial-CFI- Ratios_IPEDS-Final
Financial Data	Cash on hand annual snapshot date	This metric focuses on cash on hand on a particular annual snap date only as a means of establishing trend data.	Determined by institution
Financial Data	% change in revenue from state support	The trend of the percent change in revenue from total state appropriation/ allocation/support.	Calculated by institution
Financial Data	Impact of affiliated entities	This is a qualitative assessment by the institution of whether affiliated entities are helpful and whether they have a positive financial impact on the institution.	Determined by institution



EXECUTIVE SUMMARY

Date: March 8, 2024

To: Board of Trustees

From: John Carmichael, President

Subject: Building Renovation, Seminar I

1) Administrative Recommendation:

a) Approve Resolution 2024-03 Delegating Authority for the Renovation of the Seminar I Building. (Please see attached.)

b) Authorize an architecture services contract for the Seminar I building renovation project, in the amount not to exceed \$947,136 to Integrus Architects including reimbursables.

2) Explanation:

- a) Present policy comparison: the renovation of the Seminar I building is part of the College's 10-year capital plan. Integrus Architects of Seattle, WA was selected to provide the architecture and engineering services. The Board of Trustees approved schematic design in November 2022.
- b) Proposed by: William Ward, Chief Administrative Officer
- c) Purpose:
 - i. To implement the construction improvements and renovation of the Seminar I building, according to the project plans and specifications
 - ii. To provide additional funding authorization for the architecture and engineering design contract and to ensure that sufficient authorization is available to meet the needs for potential unforeseen design changes during construction. The unforeseen design changes may be due to owner directed work and/or unexpected conditions in the building encountered during the renovation.
- d) Background: The State Legislature approved \$25,227,000 in the 2023-25 Capital Budget to accomplish the renovation of the Seminar I building. The Board of Trustees previously approved the pre-design and design phases of the project.

Architects prepared construction documents for bidding. Staff prepared the invitation for bid, which was advertised as required by statute. The advertisement was posted in the Daily Journal of Commerce on January 9, 2024. A mandatory pre-bid conference was held on January 18, 2024. Twelve general contractors were in attendance. The project bids were due on February 6, 2024.

On February 6, 2024, a total of seven (7) bids were received in response to our invitation for bid posted on January 9, 2024. Bids were received from the following companies:



Clark Construction Inc.; Bayley Construction.; Forma Construction; Andy Johnson & Co.; Pease Construction.; Construct Inc.; Jones & Roberts Co. The apparent low responsive bid including all alternates was submitted by Construct Inc. Staff recommends acceptance of their base bid for a total of \$21,992,253.00 including Washington state sales tax at 9.3%. Staff recommends a construction contingency of \$226,738.00 (not including sales tax).

The original design services contract fee was calculated based on a Maximum Available for Construction Contract (MACC) of \$20,218,749. After the programming phase, staff increased the MACC based on a higher MACC amount that could fit within the overall project budget. Therefore, during the Schematic Design, Design Development (DD) and Construction Design (CD) phases, the design scope was based on a higher MACC budget.

Staff requested the electrical and mechanical engineers to survey & analyze the existing systems. These engineers' field-verified & prepared AutoCAD baseline drawings for all major existing electrical and mechanical items within the renovation. These documents will serve as the basis for record drawings.

The design team has also spent additional time investigating the impacts to the historic façade of the building. The Architect and College met with DAHP to revise the Construction Documents to avoid mitigation fees for historic preservation.

Staff will provide the additional funds of \$260,000 from within the project design contingency of \$436,261. This will ensure that the College has sufficient funds available for any additional architect/engineer services needed to complete the project.

3) Budget

The project is within budget:

Task	Budget
A/E & Professional Service Fees	\$947,135.00
Construction Costs including tax	\$21,992,253.00
Equipment/Furnishings including tax	\$1,000,000.00
Artwork Allowance	\$160,838.00
Project Management and other costs	\$1,160,035.00
Project Contingency	\$226,738.21
TOTAL	\$ 25,487,000.00

4) Scheduling:

<u>Action</u>

Estimated Completion Date

Board approval of schematic design

June 2018



Board approval of design
Design development
Construction documents
Invitation for bids
Bid opening
Board approval of award of contract
Substantial completion
Construction complete

November 2022 December 2022 July 2023 January 2024 February 2024 March 2024 July 2025 October 2025

5) Fiscal Impact

The State Legislature approved \$25,227,000 in the 2023-2025 Capital Budgets to accomplish the renovation of the Seminar I building. The approved capital budget is based off the C100 form and includes a note for Out Years, the projected-Out Years funds available for this project are \$4,097,743 for additional Tax and Contingency.

6) Program Impact:

The Board of Trustees approval will allow the Contractor to begin the construction process to ensure that the project is completed on schedule before the Fall quarter of 2025. The project will provide new and improved program spaces, circulation areas, preserve the existing building, and upgrade the infrastructure to support Evergreen's students, faculty, staff, and the community.

7) Legal Process:

The College is provided with instructions to carry out the legal and budgetary requirements concerning capital projects. This recommendation is consistent with those requirements.

The Board's delegation of authority (Resolution 2019-12) reserves for the Board the right to authorize the award of Public Works Construction Contracts which exceed a total award of \$500,000 and change order authority exceeding \$100,000.

8) Staff Review:

AB Executive Associate to the President

WW Chief Administrative Officer



Resolution No. 2024-03 of the Board of Trustees of The Evergreen State College

Delegating Authority for the Renovation of the Seminar I Building

The Board of Trustees of The Evergreen State College does:

- a) Approve the project budget of \$25,487,000 for the design and renovation of the Seminar I building which includes architect and engineering costs, construction cost, state sales tax, project management costs, and project contingency.
- b) Authorize the award of the construction contract to Construct, Inc. Company of Tumwater, Washington for \$21,992,253.00 including Washington state sales tax (see Executive Summary) and authorize the President (or designee) to execute the contract for the renovation of the Seminar I building.
- c) Delegate authority to the President (or his designee) to approve change orders for the Seminar I building renovation project as long as the total cost for the project does not exceed the approved project budget of \$20,121,000 including a contingency of \$226,738.21 (not including state sales tax).

Done on this 8th day of March 2024, in open m	neeting by the Board of Trustees:
Karen Fraser, Chair	Ed Zuckerman, Secretary



Campaign Update February 29, 2024

https://youtu.be/E-7IZC-WkDw Total Runtime 4:32

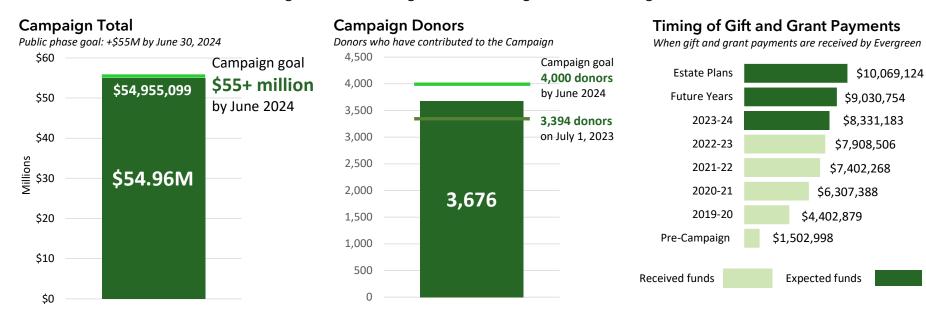
Forever GREEN

Campaign for The Evergreen State College



Campaign Progress as of February 29, 2024

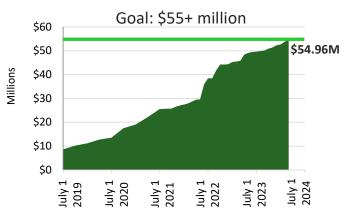
The Evergreen State College and The Evergreen State College Foundation



Campaign Commitments: College and Foundation



Campaign Annual Progress



Year-to-Date Highlights 2023-24

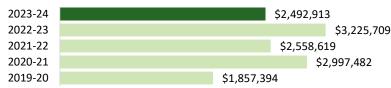
New Pledges

New commitments and planned gifts made; may be received in future years



Foundation Total Raised

Gifts received and pledge payments to be received by June 30



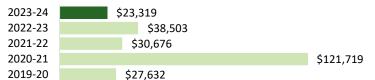
Annual Giving Received

Includes the Evergreen Fund, Evergreen Scholarship Fund, Undergraduate Research Fund, Tacoma Annual Fund, and Student Emergency Fund



Student Emergency Fund Received

Gifts received by February 29



Art of Giving Received and Pledged

Includes Evergreen Scholarship Fund gifts and pledges to be received by June 30



Notable Gifts and Grants in 2023-24

\$841,535 planned gift commitment for Coordinated Studies Endowment

\$675,612 grant commitment for Child Care Access Means Parents in School (CCAMPIS)

\$600,000 planned gift commitment for visiting faculty support

\$450,000 grant payment for Indigenous arts

\$286,089 planned gift commitment for scholarships

\$250,000 pledge for scholarships and programs

\$245,516 grant commitment for residence hall energy conservation

\$230,000 pledged for new s'gwi gwi ? altxw House of Welcome Endowment

\$150,000 gift for media internships

\$132,500 grant payment for s'gwi gwi ? altxw House of Welcome support

\$125,000 pledge for Art of Giving

\$120,000 planned gift commitment for scholarships

\$100,000 pledge for Evergreen Student Civic Engagement Institute

\$100,000 planned gift commitment for the Evergreen Fund

\$100,000 planned gift commitment for the Evergreen Fund

\$100,000 planned gift received for the Peta Henderson Memorial Endowed Scholarship

\$100,000 gift for Angel Fund

\$100,000 grant commitment for Limitless Postsecondary Learning Network

\$ 80,000 planned gift received for Evergreen Scholarship Fund Endowment

\$ 75,000 pledge for Evergreen Scholarship Fund

\$ 70,000 planned gift received for the Evergreen Scholarship Fund

\$ 70,000 grant received for the Sustainability in Prisons Project

\$ 54,000 planned gift commitment for scholarships

\$ 52,258 grant commitment for affordable child care

\$ 51,500 grant commitment for Geoduck Wrestling

\$ 50,000 planned gift commitment for the Daniel Klein Memorial Endowed Scholarship

\$ 50,000 gift for Sara Ann Bilezikian Emergency Fund Endowment

\$ 50,000 gift for s'gwi gwi ? altxw House of Welcome Endowment

\$ 50,000 gift for Evergreen Fund

\$ 44,640 grant commitment for Mary Ellen Hillaire Audio Collection preservation

Campaign Impact Highlights

Campaign Impact Growth 2019-2024

\$2,543 Average scholarship award for 2023-2024 academic year

66% Student aid budget growth since start of Campaign

16% Average scholarship award growth

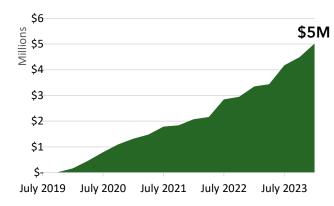
1,073 Scholarship recipients from July 2019 to January 2024

696 Student Emergency Fund recipients from July 2019 to January 2024

46 Summer Undergraduate Research Fellowship (SURF) projects

Gifts Received to Student Aid

Includes gifts received to the Evergreen Scholarship Fund, the Student Emergency Fund, and all restricted scholarship and fellowship funds



Student Aid Budget

Scholarship, fellowship, and Emergency Fund budget totals per disbursement period



Diverse, Next-Generation Leaders

All gifts and grants toward student aid, basic needs, childcare, TRiO, Upward Bound, and unrestricted funds



Learning for a Complex World

All gifts and grants toward Climate Center, entrepreneurship, media studies, Americorps, holistic advising, internships, research, and facilities upgrades



Nurturing Native Arts and Cultures

All gifts and grants toward s'gwi gwi ? altxw: House of Welcome





Upcoming Regional Alumni Events

About

As part of the campaign and an effort to engage alumni, Alumni Programs has launched a new regional event program called **Greener Meets**. These ticketed events are hosted across the country and currently focused on locations with a high alumni population. These are casual reception-style events designed for networking, relationship building and connecting alumni with the College. Event registrations also support our 4,000 campaign donor goal.

Our Goals

- 1. Increase campaign visibility and position Evergreen to acquire new donors.
- 2. Nurture relationships with donors, alumni, volunteers, and friends who can or have championed Evergreen and the Forever Green campaign through giving.
- 3. Enhance Evergreen's reputation by amplifying and articulating the campaign's impact.

Ways Board Members Can Help

This is not an exhaustive list and board members should consider ways to support based on their ability to participate.

- Promote Greener Meets events and do it often
 - Forward event emails, create or repost social media blasts, personally reach out to your networks and encourage them to sign up.
- Attend an event near you
 - Your presence and ambassadorship can increase the likelihood that alumni and friends of Evergreen you know will attend.
- Volunteer to support the event
 - This could look like being a greeter at the event and supporting Advancement staff with event needs as appropriate.

Upcoming Events

Register online at evergreen.edu/forevergreen

Learn & Register



- Greener Meets: Los Angeles, CA | Admission: \$20 Saturday, March 16 | 6:00 – 8:00 p.m. | Girl & The Goat, 555-3 Mateo St, Los Angeles, CA 90013
- Greener Meets: San Francisco, CA | Admission: \$20
 Sunday, March 17 | 3:00 5:00 p.m. | Osito, 2875 18th St, San Francisco, CA 94110
- Greener Meets: Tacoma, WA | Admission: \$15
 Friday, April 5 | 6:00 8:00 p.m. | Location to be announced
- Greener Meets: Portland, OR | Admission: \$15
 Saturday, April 6 | 6:00 8:00 p.m. | Blue Sky Gallery, 122 NW 8th Ave, Portland, OR 97209
- Greener Meets: New York, NY | Admission: \$20
 May 2024 | Date and location to be announced