AGENDA

9:00am 1. Call to order, determination of quorum, introductions

2. President’s agenda overview

3. Approving minutes A

4. Public comment*

5. Open government training

6. College updates
   a) Enrollment
   b) Budget
   c) Renewal

11:30am Lunch break

12:00pm 7. Executive session**

2:00pm 8. Return to open session

9. Conversation with Senator Emily Randall

2:15pm 10. Executive session**

2:45pm 11. Return to open session

12. Supplemental budget request B
    a) Action item: Approval of supplemental budget request

13. Board organization C

14. Chair’s report
    a) Student Trustee’s report

15. President’s report
    a) Fundraising and Evergreen’s campaign
    b) Representative reports

5:00pm 16. Adjourn

* To participate in public comment, please arrive and sign in by 9:00am.

** The Board will meet in Executive Session to review the performance of a public employee and to discuss with legal counsel representing the college 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)(g) and (i)).

For more information or accommodations, please call 360-867-6100.
Chair Fred Goldberg called the meeting to order at 9:00 a.m. at the Evergreen State College Sem II, A1107. A quorum was present.

President’s overview
President George Bridges gave a brief overview of the meeting agenda and discussed the renewal initiatives being undertaken by the College. He said he is looking forward to commencement tomorrow.
and noted that the retired faculty reception will follow the meeting. President Bridges thanked the community for all the good work over the past year.

Vice President for Finance and Operations John Carmichael introduced David Brunckhurst, the new Evergreen State College Director of Police Services.

**Adoption of minutes**

**Motion** Trustee Karen Fraser moved for approval of the minutes of the May 8, 2019 meeting.

**2019-04** The motion was seconded by Trustee Irene Gonzales and passed on a voice vote.

**Public comment**

Chair Fred Goldberg called for public comment. There were 13 individuals who signed up for public comment – 10 students and 3 individuals identified as affiliated with the Industrial Workers of the World (IWW).

Student, Geoduck Student Union (GSU) representative, and research scientist Melinda Dauley addressed the Board. Melinda told the Board that there is a breakdown in the system of internal communications at the College and the Trustees are disconnected from others on campus. Melinda noted the difficulty for the GSU to access funds and requested that there be more transparency from the financial department to the student organizations.

Student Kella Hall-Wieckert, who identified themselves as a student that coordinates the Evergreen community gardens, addressed the Board about student managed spaces and the significant cuts they have seen and may see in the future. Kella stressed the importance of these spaces to students and how they are important to enrollment and retention. Kella noted there is a lack of funds and administrative support and wanted to make the Board aware of the effects cuts make on these spaces.

Student Beowulf Brower addressed the Board about their concerns of The Evergreen State College trails. Beowulf noted that there are 10 miles of trails and no one is employed for their upkeep. Beowulf asked the Board to consider implementing a 3 person crew over the summer. Beowulf stated they had concerns that if maintenance is deferred, there may be student retention and litigation risks. It was stressed that while this is a time of austerity, deferred maintenance is not an intelligent cut to make.

Students Ben Bossard, Summer, and Dave read the letter that was previously presented to the Board of Trustees at the May 8, 2019 meeting.

After Chair Goldberg asked those who signed up for public comment that had comments to make outside of reading the letter word for word, to address the Board, Students Cece McKnight, Silvie, Mikey, Matt and IWW member Ken Birch addressed the Board individually. They reiterated and expanded upon concerns expressed in the letter submitted to the Board of Trustees at the May 8, 2019 meeting.

**Executive session**

Chair Fred Goldberg announced that the Board would move into executive session, pursuant to the Open Public Meetings Act 42.30 to discuss collective bargaining, to review the performance of a public employee, and to discuss with legal counsel representing the College 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. He said that the Board would return to an open meeting at 10:50 a.m. unless notified.
that the time has been extended and that no final action will be taken in executive session. The Board returned to an open session at 11:40 a.m. after 3 separate extensions were announced.

FY20 operating budget spending and revenue plan for 2019-20

Capital budget spending plan
Vice President for Finance and Operations John Carmichael presented the capital budget spending plan to the Board. Vice President Carmichael noted that the Budget and Finance Committee reviewed the early draft of the capital budget and provided feedback. The administrative recommendation includes: 1) approve the 2019-2021 Capital Budget Spending Plan of $18,146,000; and 2) approve the 2017-2019 Capital Re-appropriation Spending Plan of $10,200,000.

Operating budget spending plan
Vice President Carmichael reviewed the operating budget and invited College Budget Officer Holly Joseph to the table to discuss the spending plan. College Budget Officer Joseph gave an overview of the budget proposal and budget process. She noted the work has been underway over the last several months and has worked with each of the divisions, the Core Budget Team and the Resource Allocation Advisory Committee (RAAC). In the overview of the process, College Budget Officer Joseph noted the RAAC held open forums, met with students, and met with Senior Leadership. She noted that multiple recommendations received from the RAAC were implemented.

The administrative recommendation includes: 1) approve a 2.4% increase in the operating fee portion of tuition for resident undergraduate and non-resident graduate students; 2) approve a 4% increase in the operating fee portion of tuition for non-resident undergraduate and resident graduate students; 3) approve an increase of 12.9% increase ($18/quarter) in the Wellness Fee; 4) approve an increase in housing rates of 5% for 2019-2020; 5) approve and increase in dining rates of 4% for 2019-20; 6) approve spending levels for Fiscal Year 2020 to $81,491,102; and 7) approve an intercollegiate athletics budget of $888,926.

Services and Activities (S&A) fees
Executive Associate to the Vice Provost for Student Engagement Andy Corn, Director of Student Activities and College Activities Building Jeannette Smith, and Services and Activities (S&A) Fee Allocation Board Coordinator Feven Mekonnen, presented on the Services and Activities S&A fees and noted that the S&A fee allocations were reviewed at the Board’s May meeting. They noted that one line was restored due to appeal from student group “Riot to Follow”. At the request of Trustee David Nicandri, the group identified the full names of the student groups from acronyms on the list. Trustee Nicandri also encouraged Director Smith to open a dialog with the student Beowulf who made public comment regarding concerns with the Evergreen trails.

Funding recommendations include: 1) approve an increase of 4% in the Services and Activities Fee for 2019-2020; 2) approve an increase of 4% in the Services and Activities Fee for 2020-2021; and 3) approve the 2019-2020 Services and Activities Fee biennial budget as developed by the College and the Services and Activities (S&A) Fee Allocation Board.

Questions arose from the Trustees regarding housing and dining rate increases, rationale for tuition increases, the intercollegiate athletics budget, Governmental Accounting Standards Board (GASB) rules, financial status of the bookstore, revenue centers in the College, and the long term sustainability of the proposed budget.
Chair Fred Goldberg thanked the group for their presentations and noted that the process is much more transparent than in the past. Trustee Karen Fraser noted that the new charts created for the Board are very helpful.

**Action items**

**Motion**

2019-05

Trustee Dave Nicandri moved for approval of the capital budget. The motion was seconded by Trustee Irene Gonzales and passed on a voice vote.

**New Appropriations**

<table>
<thead>
<tr>
<th>Minor Works</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities Preservation</td>
<td>5,866,000</td>
</tr>
<tr>
<td>Preventive Facility Maintenance &amp; Building System Repairs</td>
<td>880,000</td>
</tr>
<tr>
<td>Minor Works Programmatic Projects</td>
<td>1,500,000</td>
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</tbody>
</table>

**Total New Appropriations** 8,246,000

<table>
<thead>
<tr>
<th>Stand-Alone/Major Capital Projects</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Health and Counseling Center</td>
<td>5400000</td>
</tr>
<tr>
<td>Science Lab I, Seismic Upgrade</td>
<td>4000000</td>
</tr>
<tr>
<td>Infrastructure Master Plan</td>
<td>500000</td>
</tr>
</tbody>
</table>

**Total Stand-Alone/Major Capital Projects** 9,900,000

**Total New Appropriations** 18,146,000

**Reappropriations from 2017-19**

| Facilities Preservation                          | 1,100,000 |
| Critical Power, Safety and Security             | 8,600,000  |
| Health and Counseling Center                    | 400,000   |
| Lord Mansion Upgrades                           | 100,000   |

**Total Reappropriations** 10,200,000

**TOTAL 2019-21 Capital Funding** 28,346,000
Trustee Keith Kessler moved for approval of the operating budget including: approval of tuition and fee increases, approval of spending levels, and approval of intercollegiate athletics budget. The motion was seconded by Trustee Karen Fraser and passed on a voice vote.

<table>
<thead>
<tr>
<th>College Spending Plan by Fund Type</th>
<th>2019 Budgeted Spending Level</th>
<th>2020 Proposed Spending Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>State General Fund</td>
<td>28,166,000</td>
<td>31,178,000</td>
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<tr>
<td>Education Legacy Trust Fund</td>
<td>2,725,000</td>
<td>2,725,000</td>
</tr>
<tr>
<td>Tuition Revenue</td>
<td>22,333,962</td>
<td>20,088,102</td>
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<tr>
<td>Local Dedicated Funds</td>
<td>7,359,000</td>
<td>7,600,000</td>
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<tr>
<td>Grants &amp; Contracts</td>
<td>4,925,000</td>
<td>5,600,000</td>
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<tr>
<td>Service/Auxiliary Funds</td>
<td>14,113,500</td>
<td>14,300,000</td>
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<tr>
<td><strong>TOTAL SPENDING PLANS</strong></td>
<td><strong>$79,622,462</strong></td>
<td><strong>$81,491,102</strong></td>
</tr>
</tbody>
</table>
Motion 2019-07

Trustee Ed Zuckerman moved for approval of the S&A fee increase and Tier I and II spending plan. The motion was seconded by Trustee Keith Kessler and passed on a voice vote.

Proposed Services & Activities Fee Budget 2019-2021

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Year One, FY20</th>
<th>Year Two, FY21</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Expenditures</td>
<td>Revenue</td>
</tr>
<tr>
<td>Student Activities Admin</td>
<td>$554,468</td>
<td>$33,500</td>
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<tr>
<td>College Activities Building</td>
<td>$125,074</td>
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<tr>
<td>Children's Center</td>
<td>$922,617</td>
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<tr>
<td>KAOS FM</td>
<td>$246,099</td>
<td>$49,902</td>
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<tr>
<td>SWRA: CRC Operations</td>
<td>$234,001</td>
<td>$234,001</td>
</tr>
<tr>
<td>SWRA: Recreation Program</td>
<td>$11,023</td>
<td>$900</td>
</tr>
<tr>
<td>SWRA: Outdoor Program</td>
<td>$15,142</td>
<td>$4,490</td>
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<tr>
<td>Tacoma Program</td>
<td>$60,581</td>
<td>$60,581</td>
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<tr>
<td>Native Pathways</td>
<td>$17,145</td>
<td>$17,145</td>
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<tr>
<td>Labor Contingency</td>
<td>$52,350</td>
<td>$52,350</td>
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<tr>
<td>Bridge from KAOS Foundation</td>
<td>$20,000</td>
<td>-$20,000</td>
</tr>
<tr>
<td>Bridge from S&amp;A Reserves</td>
<td>$110,000</td>
<td>-$110,000</td>
</tr>
<tr>
<td>Tier II (Student Organizations)</td>
<td>$256,320</td>
<td>$250,957</td>
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<tr>
<td>Total</td>
<td>$2,578,378</td>
<td>$873,087</td>
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Sustainability in Prisons Project contract

Sustainability in Prisons Project (SPP) Manager Kelli Bush, who was joined at the table by Provost and Vice President for Student and Academic Life Jennifer Drake, presented on the SPP and requested that the Board approve delegation for authority for the SPP Contract to the President or their designee. The contract will be in the amount of $285,683 for FY 2020 and $295,618 for FY 2021. Provost Drake noted that this work has a national reputation and has been invited to speak at prestigious conferences.

Trustee Karen Fraser was interested in data on recidivism with the program and Trustee Kathleena Ly asked about what assistance given to those who complete the program and are released from incarceration.
Action items
Motion 2019-08
Trustee Dave Nicandri moved for approval of delegation of authority for the Sustainability in Prisons Project Contract. The motion was seconded by Trustee Keith Kessler and passed on a voice vote.

Updating the College seal
Vice President for College Relations Sandra Kaiser presented on the current and proposed College seal. Vice President Kaiser noted that the updated seal is based on the original logo, and is visually unified and easier to reproduce digitally and in print.

Action items
Motion 2019-09
Trustee Keith Kessler moved for approval of the revised College seal. The motion was seconded by Trustee Irene Gonzales and passed on a voice vote.

Naming the legacy garden
Associate Vice President for Advancement Operations Abby Kelso and Associate Vice President for Facilities Services William Ward presented on the legacy garden and asked the Board to formally name the “Legacy Garden”.

Action items
Motion 2019-10
Trustee Ed Zuckerman moved for approval to name “Legacy Garden”. The motion was seconded by Trustee Keith Kessler and passed on a voice vote.

Campaign counting guidelines
Associate Vice President for Advancement Operations Abby Kelso and Associate Vice President for Development Paul Rudnick presented on the campaign counting guidelines for the upcoming comprehensive campaign, and asked the Board to adopt campaign counting guidelines. At the center of these guidelines are best practices in campaign counting as outlined by the Council for the Advancement and Support of Education (CASE). The proposed guidelines will count a variety of sources to the campaign, including:

• Grants to College and Foundation
• All gifts and grants received July 1, 2019 forward
• Pledges of gifts up to 5 years out with allowance for longer pledges for gifts of $1.0 million or more
• Planned giving bequests
• Early gifts - of which we have $1.5 million received from a donor who wishes for their gift to be counted in the campaign. The Foundation passed preliminary counting guidelines in March 2017 that allows for this early campaign gift to be counted.

This action to approve the campaign counting guidelines will allow Evergreen to accept and count gifts without delay. If we wait, we will lose opportunity to count early gifts from our supporters who are in the position to give significant campaign gifts.

Action items
Motion 2019-11
Trustee Irene Gonzales moved for approval of the campaign counting guidelines. The motion was seconded by Trustee Keith Kessler and passed on a voice vote.
Board of Trustees

June 13, 2019

Updating the delegation of authority
Vice President for Finance and Operations John Carmichael presented on the proposed update on the delegation of authority. Vice President Carmichael gave an overview of the changes and noted that it has been over a decade since it has been touched.

Trustee David Nicandri raised questions regarding the settlement authority of claims in section 11 of the document. Trustee Ed Zuckerman suggested that that administration should inform the Board ahead of time. Trustee Karen Fraser asked that the minutes show that we will continue to study the wording of section 11.

Action items
Motion 2019-12
Trustee Karen Fraser moved for approval of the revised delegation of authority, with the exception of proposed changes to section 11. The motion was seconded by Trustee David Nicandri and passed on a voice vote.

Chair’s report
Chair Fred Goldberg asked the nominating committee to give a report. Trustees Keith Kessler, David Nicandri, and Irene Gonzales were present to announce the following recommendation: Chair Karen Fraser, Vice-Chair Fred Goldberg, and Secretary Irene Gonzales as the Executive Committee and David Nicandri to serve as Liaison to the Foundation Board. Trustee Karen Fraser noted that she appreciates the confidence of the Board in being nominated and voted in as Chair for 2020.

Action items
Motion 2019-13
Trustee Keith Kessler moved for the appointment of officers and representative to the Foundation Board FY20. The motion was seconded by Trustee David Nicandri and passed on a voice vote.

Chair Fred Goldberg invited Trustee Kathleena Ly to give a Student Trustee report. Trustee Ly reported that she participated in a recent transfer fair and met with multiple prospective students. Trustee Ly was interested in learning what capacity the College had to develop a human services bridge program with community colleges and the Tacoma Program. Trustee Ly noted that the annual spring fair at the Tacoma program was held week 7 and culminating presentation were held Tuesday evening. She expressed her commitment to the Tacoma program. Trustee Lee stated that she looks forward to seeing the rest of the Board at commencement and at the Tacoma celebration on Saturday.

President’s report
President George Bridges reported that the past year was dedicated to renewal and enhancing the work of the College. He noted that the Board engaged in the College’s work such as the fundraising gala, fundraising feasibility, accreditation, and it proved critical to our successes. Because of the collaborative dedicated efforts of the campus community it has been an incredible year with efforts such as paths of study, work with media outlets, and culture and climate. President Bridges expressed gratitude and admiration for the work of the Vice Presidents and their staff. President Bridges also thanked Executive Associate to the President and Secretary to the Board of Trustees Susan Harris for her work with him and the Board.

President Bridges invited Vice President for Advancement Amanda Walker to give a fundraising report. Vice President Walker provided a fundraising report and noted that the documents provided in the folders are a recap of the last report and also included snapshots of scholarship recipient stories that we
will be sending to donors. Vice President Walker thanked the Board for the action taken today for the campaign counting guidelines. This action is historic as we have never had a campaign at The Evergreen State College. Vice President Walker noted that as of July 1, 2019 we are moving forward with the advance phase of the campaign. Vice President Walker expressed her excitement to see the momentum and noted that it is the second biggest year in the history of the foundation for revenue received from gifts and pledges, second only to 2017.

Chair Goldberg invited Paul Przybylowicz to report as Faculty Representative to the Board of Trustees. Representative Przybylowicz reported that faculty have been thinking more about enrollment numbers and how that impacts the curriculum. The curriculum area teams are developing an identity and figuring out how to work most effectively. The hiring priorities proposal did not pass due to a number of concerns raised, including a lack of a clear role for students in the process. There have been discussions about the purpose of the faculty meetings and the tensions inherent in our current structure and practices. The faculty retreat will be focused on looking at the future. Faculty morale is mixed.

Chair Goldberg invited Alexander Farley to report as the Geoduck Student Union (GSU) Representative to the Board of Trustees. Representative Farley reported that GSU is doing good work with additional focus on orientation and convocation. Representative Farley also noted that the GSU is beginning the elections process and starting week 5 the GSU will have new members. President Bridges stated how impressed he is with the work, organization, and processes of the GSU.

President Bridges invited Michael Lusk to report as Staff Representative to the Board of Trustees. Representative Lusk reported that there is still confusion about where things stand for staff. Representative Lusk reported that this was his last meeting and appreciated having the chance to learn more about the amount of work, the need to act immediately, and the depth of the decisions made by the Board of Trustees. Chair Fred Goldberg thanked Representative Lusk for his work with the Board.

**Faculty Emeritus Nominations**

Provost and Vice President for Student and Academic Life Jennifer Drake, on behalf of the faculty, recommend that the Board confer emeritus faculty status on Scott Coleman, Peter Dorman, Glenn Landram, Bob Leverich, Lee Lyttle, Frances Rains, and Jules Unsel.

**Action Items**

**Motion 2019-14**

Trustee Irene Gonzales moved for approval of the faculty emeritus appointment of Scott Coleman. The motion was seconded by Trustee Karen Fraser and passed on a voice vote.

**Motion 2019-15**

Trustee Keith Kessler moved for approval of the faculty emeritus appointment of Peter Dorman. The motion was seconded by Trustee David Nicandri and passed on a voice vote.

**Motion 2019-16**

Trustee David Nicandri moved for approval of the faculty emeritus appointment of Glenn Landram. The motion was seconded by Trustee Kathleena Ly and passed on a voice vote.

**Motion 2019-17**

Trustee Karen Fraser moved for approval of the faculty emeritus appointment of Bob Leverich. The motion was seconded by Trustee Ed Zuckerman and passed on a voice vote.
Trustee Kathleena Ly moved for approval of the faculty emeritus appointment of Lee Lyttle. The motion was seconded by Trustee Monica Alexander and passed on a voice vote.

Trustee Ed Zuckerman moved for approval of the faculty emeritus appointment of Frances Rains. The motion was seconded by Trustee Keith Kessler and passed on a voice vote.

Trustee Monica Alexander moved for approval of the faculty emeritus appointment of Jules Unsel. The motion was seconded by Trustee Irene Gonzales and passed on a voice vote.

Chair Fred Goldberg invited each of the retiring faculty present to address the Board.

**Concluding remarks**
Chair Fred Goldberg invited the audience to attend the reception for retiring and emeritus faculty in the adjoining lobby.

The meeting adjourned at 3:05 p.m.

_______________________________  _______________________________
Karen Fraser, Chair               Irene Gonzales, Secretary
Special Meeting of the Board of Trustees
August 14, 2019

Trustees Attending: Monica Alexander (by phone)
Karen Fraser
Fred Goldberg (by phone)
Irene Gonzales (by phone)
Keith Kessler
David Nicandri
Ed Zuckerman (by phone)

Absent: Lucera Cox

Staff Present: George Bridges, President
Susan Harris, Executive Associate to the President and Secretary to the Board of Trustees
Amanda Walker, Vice President for Advancement and Executive Director of The Evergreen State College Foundation

Chair Karen Fraser called the meeting to order at 3:00 p.m. in Room L3201A of the College’s Library building. A quorum was present.

Chair Fraser called for public comment. There was no public comment.

Executive Session
Chair Karen Fraser announced that the Board would move into executive session pursuant to the Open Public Meetings Act, RCW 42.30 to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. She said that the Board will be in Executive Session until 5:00 p.m. unless notification is given to extend the time and that no final action will be taken in Executive Session. Executive Session ended at 5:00 p.m., at which time the Board returned to an open meeting.

The meeting adjourned at 5:00 p.m.

________________________________________________________
Karen Fraser, Chair                                           Irene Gonzales, Secretary
September 3, 2019

To: Board of Trustees

From: George S. Bridges, President

Subject: 2020 Supplemental Capital Budget Request

1) **Administrative Recommendation:**

   Approve the 2020 Supplemental Capital Budget Request for capital funds in an amount not to exceed $300,000 to perform critical infrastructure upgrades to the Lord Mansion facility.

2) **Explanation:**

   a) Present policy comparison. The legislature provided the College with a biennial operating budget in the 2019 legislative session. This proposed action would authorize staff to seek an additional capital appropriation to address critical, emergent issues at the Historic Lord Mansion. The College would request capital funding from the Legislature to perform emergency infrastructure upgrades to the Lord Mansion facility. The next opportunity for Legislative consideration is through the 2020 Supplemental Capital Budget request, due to the Office of Financial Management (OFM) by September 20, 2019.

   b) Proposed by: John Carmichael, Vice President for Finance and Operations

   c) Purpose: To approve the supplemental capital budget request for 2019.

   d) Background:
   The College acquired the Lord Mansion in June of 2018. In July 2019, an engineering study was performed by the College to evaluate the facility. The engineering study identified multiple building system deficiencies that if not corrected may require shutting down the facility with short notice for extended periods of time to perform emergency repairs. The main sewer line is damaged and urgently needs replacement. This deficiency causes sewage to back up in the basement of the facility during rain events. The building rain lines are connected to the damaged sewer piping and should be rerouted to appropriate storm water piping. In addition, a water leak below the main floor restrooms require repair. Deterioration of the heating and domestic water piping systems also require replacement.

3) **Scheduling:**

   Upon approval of the Board of Trustees, the staff will prepare a formal budget request, which the President will submit to the Office of Financial Management by September 20, 2019 for consideration in the 2020 legislative session.
4) Fiscal Impact:

Not performing these emergency repairs soon risks extensive downtime of the Lord Mansion impacting planned programming and revenue. If the request is funded, the College's capital budget would be increased by up to $300,000.

5) Program Impact:

The College hosts public-facing lectures and other programs at the Historic Lord Mansion and rents the facility to defray the costs of operation.

6) Legal Process:

RCW 28B.10.528 allows the governing boards of institutions of higher education to delegate, by resolution, any of the powers and duties vested in or imposed upon such governing board to the President or his or her designee. In addition, the Board has reserved unto itself the authority to approve all legislative capital budget requests.

7) Staff Review:

______________________________
Vice President for Finance and Operations

______________________________
Executive Associate to the President and Secretary to the Board of Trustees
September 4, 2019

To: Board of Trustees

From: George S. Bridges, President

RE: 2020 Supplemental Operating Budget Request

1) Administrative Recommendation

Authorize College staff to submit a supplemental operating budget request for full funding of the Information Technology (IT) Professional Structure compensation increases authorized by the 2019 legislature.

2) Explanation:

a) Present policy comparison: The College’s operating budget for the 2019-21 biennium was established by actions of the 2019 Legislature and the Board of Trustees. As part of the biennial budget, the legislature provided funding to support a statewide restructuring of the Information Technology professional positions. Full implementation of the new structure, including addressing salary compression issues, requires additional funding.

b) Purpose: To request additional operating funds from the Legislature.

c) Proposed by: John Carmichael, Vice President for Finance and Operations

d) Background: The legislature adopted a 2019-21 operating budget that included funding for the implementation of a new Information Technology Professional Structure (ITPS) for employees represented by the Washington Federation of State Employees. The funding provided in the 2019-21 operating budget does not cover the full costs of the authorized compensation for ITPS and related salary compression issues for non-represented IT supervisors. We believe that all six public baccalaureate institutions will request this funding in the 2020 legislative session.

3) Scheduling:

Upon approval of the Board of Trustees, the staff will prepare a formal budget request, which the President will submit to the Office of Financial Management by September 20, 2019 for consideration in the 2020 legislative session.

4) Fiscal Impact:

The total requested will not exceed $750,000. Should the request be approved by the legislature, the College’s budget would increase, thus reducing the need to revise and reduce the College’s 2019-21 operating budget related to the implementation of the ITPS classification.

5) Program Impact:

Competitive compensation for faculty and staff is important to recruiting and retaining a well-qualified work force. If additional compensation related to the implementation of the IT
Professional Structure classification is not funded the College's other option is to reduce other services to provide adequate compensation.

6) **Legal Process:**

The Board has reserved to itself the authority to review and approve all “operating budget requests to the governor and the legislature” (Board Resolution 2019-08, §5).

7) **Staff Review:**

Vice President for Finance and Operations

Executive Associate to the President and Secretary to the Board of Trustees
Trustee Committee Membership

2018-2019

2018-2019 Executive Committee (Officers)
- Fred Goldberg, Chair
- Keith Kessler, Vice Chair
- Irene Gonzales, Secretary

2018-2019 Nominating Committee (Standing Committee)
- Keith Kessler (Committee Chair)
- Irene Gonzales
- David Nicandri

2018-2019 Audit Committee (Standing Committee)
- Vice President for Finance and Operations, John Carmichael (Staff Lead)
- Trustee/Vice Chair Keith Kessler (Committee Chair)
- Trustee/Chair Fred Goldberg
- Trustee/Secretary Irene Gonzales
- Trustee Ed Zuckerman

2018-2019 Finance and Budget Committee (Special Committee)
- Vice President for Finance and Operations, John Carmichael (Staff Lead)
- Trustee/Vice Chair Keith Kessler (Committee Chair)
- Trustee/Chair Fred Goldberg
- Trustee/Secretary Irene Gonzales
- Trustee Ed Zuckerman

2018-2019 Student Recruitment and Success Committee (Special Committee)
- Provost and Vice President for Student and Academic Life, Jen Drake (Staff Lead)
- Trustee David Nicandri (Committee Chair)
- Trustee Monica Alexander
- Trustee Karen Fraser
- Trustee Kathleena Ly
Charter
Trustee Committee on Finance and Budget

Mission
The purposes of the Finance and Budget Committee (“Committee”) are:
- Understand the College’s finance, investment and budgeting processes.
- Ensure that the College’s budgets and spending align with levels of funding.
- Understand the development and submission of the College’s biennial operating and capital budget requests.
- Ensure that the College maintains adequate operating and emergency reserves.
- Ensure that the College engages in the best practices in managing its budgets and communicating budget information to the Trustees and campus community routinely.

Authority and Responsibilities
Policies
Review and oversee the updating of any and all policies related to investments and financial management.

Oversight of Implementation
Develop in depth knowledge of the College’s budgeting, spending and investing practices. Oversee the development and submission of the College’s biennial operating and capital budgets. Oversee all audits of the College’s budgets and financial investments.

Evaluate Performance
Assess the performance of College leadership in administering the College’s finances including appropriate use of reserves.

Educate the Board
Understand the relationship between the operating budget, spending policies and our academic and co-curricular programs. Regularly report on the financial performance of the College’s investments. Execute other such duties as delegated by the board.

Organization

Review of Charter
This charter shall be reviewed and reassessed by the Committee periodically. Any proposed changes shall be submitted to the Board for approval.

Membership/Structure/Quorum
The Committee shall consist of at least three but not more than four Trustees along with Evergreen staff serving as ex-officio members. The Committee Chair shall be appointed by the Trustee Executive Committee. The Vice President for Finance and Operations, the Provost and the President shall be non-voting, ex officio members of the Committee.

Staff Designee
The Vice President for Finance and Operations and his/her designees shall be staff to the Finance and Budget Committee.
Meetings
The Committee will convene at least three times per year. A quorum of any meeting of the Committee shall consist of a majority of its voting members. Committee members may participate by teleconference.

Agenda, Minutes, and Reports
The Chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to Committee members in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the Committee Chair, and approved by Committee members at the following meeting.
Charter
Trustee Committee on Student Recruitment and Success

Mission
The purposes of the Trustee Committee on Student Recruitment and Success (“Committee”) are:

- Understand the College’s efforts in recruiting and retaining students.
- Ensure that our recruitment efforts are adequately supported, consistent with and informed by Evergreen’s strategic needs, and following demonstrated best practices in student recruitment at colleges and universities.
- Understand the programs, climate, and services that create conditions for student success, as well as efforts to stimulate renewal of these areas.
- Ensure that adequate resources for programs and services exist to support students in their learning and development.
- Ensure that the college engages in routine assessments of these programs and their impact on student success.

Authority and Responsibilities
Policies
Review and oversee the updating of any and all policies related to student recruitment, conduct, and success. Included in these policies is Evergreen’s Social Contract and any revisions to the Social Contract that may influence student success.

Oversight of Implementation
Develop in depth knowledge of the College’s metrics of success in student recruitment, in student academic performance and in campus climate. Oversee assessments of all related programs and initiatives.

Evaluate Performance
Assess the performance of College leadership in administering programs related to recruitment, success and climate.

Educate the Board
Understand the relationship between the operating budget, spending policies and our programs advancing student recruitment, academic success and campus climate. Regularly report on the College’s performance on these programs and initiatives. Execute other such duties as delegated by the Board.

Organization
Review of Charter
This charter shall be reviewed and reassessed by the Committee periodically. Any proposed changes shall be submitted to the Board for approval.

Membership/Structure/Quorum
The Committee shall consist of at least three but not more than four Trustees along with Evergreen staff serving as ex-officio members. The Committee Chair shall be appointed by the Trustee Executive Committee. The Provost, Vice President for College Relations, Vice president for Inclusive Excellence and Student Success, and the President shall be non-voting, ex officio members of the Committee.
**Staff Designee**
The Provost and his/her designees shall be staff to the Recruitment and Student Success Committee.

**Meetings**
The Committee will convene at least three times per year. A quorum of any meeting of the Committee shall consist of a majority of its voting members. Committee members may participate by teleconference.

**Agenda, Minutes, and Reports**
The Chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to Committee members in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the Committee Chair, and approved by Committee members at the following meeting.