



the
evergreen
state college

Regular Meeting of the Board of Trustees

Evans Hall Board Room, L3201
2700 Evergreen Parkway NW
Olympia, WA 98505

Monday, January 29, 2024
9:00 a.m. – 12:00 p.m.

Remote Meeting via Zoom

Public Zoom link: <https://evergreen.zoom.us/j/83670018220>

****Trustees and panelists participating remotely****

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

- 9:00 a.m.
1. Call to order, determination of quorum
 2. Chair's opening remarks
 3. Executive leadership report
 - Action item: motion to adopt resolution 24-01 delegating authority to spend from Board contingency reserve fund
 4. Public comment*
 5. Student trustee report
 6. Representative reports
 - Faculty
 - Staff
 - GSU (Geoduck Student Union)
 7. Approval of meeting minutes
 - Action item: motion to approve meeting minutes of November 28, 2023
 8. Finance and Budget Committee
- [BREAK]
9. Student presentation
 10. Student Achievement and Success Committee
 - Action item: Prison Education Resolution 24-02
- 12:00 p.m.
11. Adjourn

* 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 [Board of Trustee's Public Comment Policy](#). Please submit written comment, or sign up to make oral public comment, no later than 9:00 a.m. Monday, January 29, 2024, by signing in at the meeting location or by emailing trustees@evergreen.edu.

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



EXECUTIVE SUMMARY

To: Board of Trustees
From: John Carmichael, President
Date: January 24, 2024
Subject: Delegation of authority to spend from the Board contingency fund

1. **Administrative Recommendation**

Adopt Board Resolution 2024-01 delegating to the President or his designee the authority to spend up to \$1 million from the Board of Trustees' contingency fund to pay expenses associated with the death by carbon monoxide poisoning on December 11, providing to the Chair of the Board an accounting of all expenditures made under this authority.

2. **Explanation**

Present policy comparison: The contingency fund "may only be used in the event of an emergency, as determined by the Board of Trustees and the President" and is intended "to be used in the event of unforeseen changes such as an unanticipated emergency, a natural disaster, or a major decline in revenues associated with student enrollments" (Board Resolution 2010-01).

Background: To respond to the tragedy of December 11, the college needs to make several unanticipated expenditures. Many of these costs are early estimates while we continue to gather more data. As we learn more, if additional funds are needed, we will return to the Board with subsequent requests. To date, estimates for known or anticipated costs include:

Upgrades and deferred maintenance in Mods, Apartments, and A-dorm: \$900,000
Communications and overtime \$30,000
Cost of investigation \$20,000
Temporary housing \$1,500

With a projected operating budget shortfall in FY24, Board authorization to pay for these expenses from the contingency reserve fund will allow the college to manage the deficit without adding to the operating deficit.

3. **Fiscal Impact**

The contingency reserve fund holds \$5.8 million. Expenditures from this fund will reduce that amount.

4. **Legal Process**

The board may delegate authority by resolution.

5. **Staff Review**

DK Chief Financial Officer

AB Executive Associate to the President/Secretary to the Board

Trustees Attending:

Karen Fraser
Fred Goldberg
Pam MacEwan
Miguel Pérez-Gibson
Kris Peters
Allyson Brooks
Ed Zuckerman

Absent:

Onya Robertson

Staff Present:

Abby Kelso, Vice President for Advancement
Jadon Berry, Executive Associate to the Executive Vice President
Erik Gimness, Director of Institutional Research
John Caraher, Dean of Faculty
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
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
Christopher Tanner, Student
Ellie Keeley, Student
Sabrina Thiruvathukal, Student

Chair Fraser called the meeting to order at 1:00 p.m. and Secretary Zuckerman confirmed a quorum.

Welcome new members

Chair Fraser and President Carmichael welcomed a new staff representative, Helena Farrell Paulsen and faculty representative Lalita Calabria.

Executive Leadership report

President Carmichael and Executive Vice President Gordon shared updates on enrollment growth, Provost search timeline, housing, and adjustments in FAFSA/financial aid timelines.

Approval of meeting minutes

Action item: motion to approve meeting minutes for June 15, July 31, September 5, and September 8.

Motion 2023-20 Trustee Pérez-Gibson moved to approve meeting minutes for June 15, July 31, September 5, and September 8 with a revision of including Trustee Peters as present on September 5. Motion was seconded by Trustee Goldberg and passed on a voice vote.

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

There was no Student Trustee report.

Representative reports

Faculty Representative Calabria shared information on a pre-proposal for new scientific equipment and a recent student trip to Monterey, CA as part of their marine biodiversity work. Representative Calabria shared that Evergreen Tacoma campus began this fall with record enrollment numbers and an increased interest in online learning and a multilanguage early childhood education program. Evergreen's Master in Environmental Studies program now has a new director, Dr. Carri LeRoy.

Staff Representative Paulsen shared highlights from fall quarter, including the 20th anniversary of Sustainability in Prisons Project and KAOS Community Radio's 50th anniversary. Representative Paulsen expressed gratitude and congratulations to staff in Recreation and Athletics as Geoduck Athletics began its first men's and women's wrestling seasons in addition to the return of men's and women's cross country, after an almost 10-year hiatus. Representative Paulsen also shared information on the Limitless Grant and Shelton Promise programs.

Acknowledgement of KAOS 50th Anniversary

Action item: motion to formally congratulate KAOS community radio for 50 strong years.

Motion 2023-21 Trustee Pérez-Gibson moved to offer congratulations to KAOS on behalf of the Board of Trustees, to be delivered by written letter, signed by Chair Fraser. Motion was seconded by Trustee Zuckerman and passed on a voice vote.

Board of Trustees 2024 meeting schedule

Action item: motion to approve the Board of Trustees meeting schedule for calendar year 2024.

Motion 2023-22 Trustee Pérez-Gibson moved to approve the meeting schedule for calendar year 2024. Motion was seconded by Trustee MacEwan and passed on a voice vote.

Board of Trustees 2024 Meeting Dates

<u>Day</u>	<u>Date</u>	<u>Format/Location</u>
Monday	January 29	Remote
Friday	March 8	Tacoma
Wednesday	May 15	Remote
Thursday	June 13	Olympia
Friday	June 14	Commencement/ Olympia
Wednesday	September 4	Remote
Tuesday	November 19	Olympia
Wednesday	November 20	Retreat/ Olympia

Student Achievement and Success Committee

Trustee Pérez-Gibson shared how faculty are assessing the “Six Expectations of an Evergreen Graduate.” Chief Enrollment Officer Reed presented an enrollment update and credited vast teamwork and trust among colleagues for enrollment growth.

Dean Caraher invited three students to speak about their experience with pre-orientation programs. All three students (Ellie Keeley, Christopher Tanner, and Sabrina Thiruvathukal) had a positive experience in their respective programs, and each noted that biodiversity is the program of highest interest for students and tends to fill the quickest.

Director of Institutional Research Gimness gave a narrative explanation of the retention data shared with the board in their meeting packets.

Provost McAvity noted the need for the Board to approve a new Prison Education Resolution in January 2024 so the program can receive accreditation and ensure eligibility of Pell Grant funding for those students.

Chair Fraser announced a 15-minute break at 3:05 p.m. The meeting resumed at 3:20 p.m.

Legislative update

Director of Government Relations Kaiser spoke to changes in legislative leadership positions, a reminder on Evergreen’s capital and operating budget requests, and offered specifics about the proposed Shelton Promise pilot program.

Finance and Budget Committee

Trustee Goldberg spoke about the College’s recent audit and the renovation of A-dorm. Chief Financial Officer Kohler introduced a proposed adjustment to tuition for the 2024-25 academic year.

Approval of tuition rates for the 2024-25 academic year

Action item: motion to approve tuition rates for the 2024-25 academic year.

Motion Trustee Goldberg moved to approve tuition rates for the 2024-25 academic year.
2023-23 Motion was seconded by Trustee MacEwan and passed on a voice vote.

	Resident Undergraduate	Non-Resident Undergraduate	Resident Graduate	Non-Resident Graduate
Total Tuition-Operating, Building, and Services & Activities FY24-25	8,088	30,729	12,780	28,726
Total Tuition-Operating, Building, and Services & Activities FY23-24	7,845	29,826	12,400	27,882
Increase for FY24-25	243	903	380	844

Chief Administrative Officer Ward spoke about the Geoduck House and reopening of A-dorm. Trustee Goldberg acknowledged the work of Ward, Joseph and their teams. Vice President for Advancement Kelso reported the fundraising campaign has reached \$52.2 million.

Open Public Meetings Act executive session

Chair Fraser announced the Board would go into executive session and would return at 4:35 p.m. Chair Fraser extended executive session by 20 minutes. The board returned to the open meeting at 4:55p.m.

Approval of president evaluation and amendment of president's contract

Action item: motion to approve the written evaluation for President John Carmichael.

Motion Trustee Brooks moved to approve the written evaluation for President Carmichael.
2023-24 Motion was seconded by Trustee Pérez-Gibson and passed on a voice vote.

Action item: motion to amend the president's contract.

Motion Trustee Zuckerman moved to amend the president's contract. Motion was seconded
2023-25 by Trustee Goldberg and passed on a voice vote.

Recess until day 2

Chair Fraser announced that the Board would go into recess until day two of the business meeting and retreat.

November 29 Retreat

Chair Fraser called the meeting to order at 1:00 p.m. No decisions or actions were taken during the retreat. Chair Fraser adjourned the meeting at 5:07 p.m. on November 29.

Karen Fraser, Chair

Ed Zuckerman, Secretary

BUDGET UPDATES

Provided to the Board's Finance Committee on January 19, 2024

Dave Kohler, Chief Financial Officer

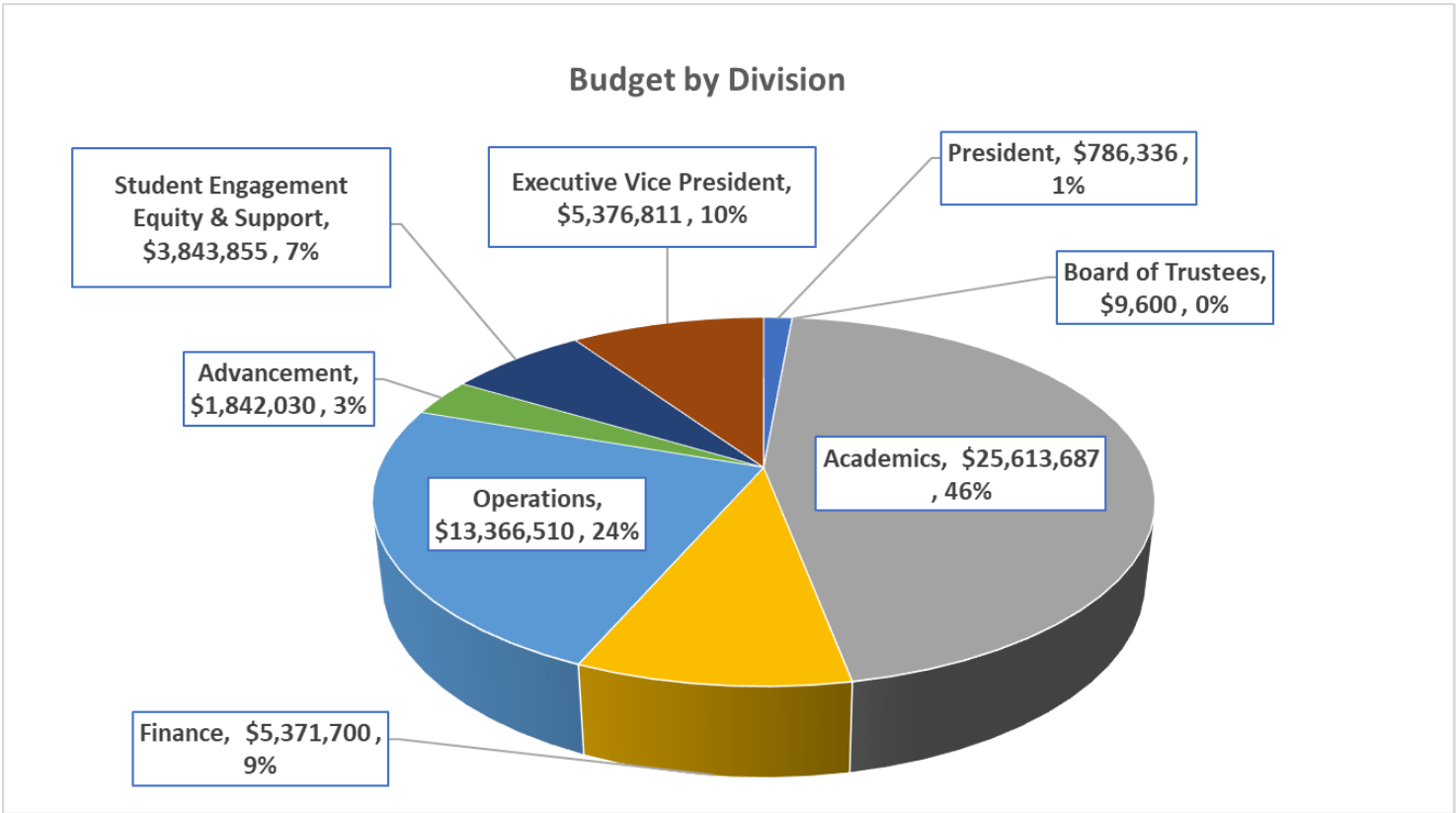
FY24 Operating Budget:

In the FY24 budget approved by the board last June, we chose not to implement budget cuts and entered the year with a projected \$1.3 million budget deficit. We did so because, through new enrollment initiatives, we enrolled more students than we budgeted for in FY23 and we expected the enrollment trend to continue with approximately 100 new students budgeted for FY24. Based on spending patterns so far this year, we are on track to underspend the FY24 budget. At the end of the first quarter, we spent 20.37% of the overall operating budget. On average, over the past six years, we've spent 21.48% of the budget in the first quarter. At the end of the second quarter, we spent 47.35% of the overall operating budget. On average we have spent 48.25% of the budget through the second quarter. We are currently projecting \$225,000 of additional tuition revenue over the budgeted amount and that we will underspend the operating budget by approximately \$769,000 through June 30, 2024.

The table below shows the percentage of the total budget spent by each division through the second quarter compared to its six-year average:

The Evergreen State College
Operating Budget to Actual by Division
As of December 31, 2023

Description	Budget	YTD Actual	Remaining Budget Balance	YTD Actual % of Budget	Six-Year Average
President	786,336	419,633	366,703	53.37%	50.88%
Board of Trustees	9,600	545	9,055	5.68%	55.45%
Academics	25,613,687	10,580,359	15,033,328	41.31%	44.76%
Finance	5,371,700	2,401,118	2,970,582	44.70%	54.33%
Operations	13,366,510	7,829,735	5,536,775	58.58%	54.33%
Advancement	1,842,030	1,001,906	840,124	54.39%	51.82%
Student Engagement Equity & Support	3,843,855	1,735,365	2,108,490	45.15%	51.25%
Executive Vice President	5,376,811	2,646,997	2,729,814	49.23%	51.25%
Total Budget	56,210,529	26,615,658	29,594,871	47.35%	48.25%



FY2025 budget planning

We are in the early stages of planning for the FY25 budget which will begin on July 1.

Currently we are projecting an initial budget deficit of \$3.5 million, that’s \$2.5 million more than we began FY2024 with.

That’s not where we want to be, but at this stage in planning, the projected FY25 deficit sizes the problem that we make plans to reduce and manage. It is about the same amount of a deficit we started with in FY2023. We managed to end that year adding \$500,000 to the reserves.

Part of the \$3.5 million deficit is because PACE isn’t covering its costs. We estimate that between \$1 million and \$1.3 million of its costs will be supported by the operating budget for another year or more. Part of the deficit is attributable to inflation, unfunded compensation increases and other mandated legislative costs.

Currently, we are identifying the most pressing needs in each division and thinking of ways to fund those needs if we can. Those options include adding the cost to the operating budget, finding funds outside of the operating budget, or submitting a decision package to the state if that seems appropriate. Based on our budget constraints, it’s unlikely we will add much, if anything, to our operating budget in FY25.

Once that process is completed, we will bring a spending plan to the board for consideration in June.

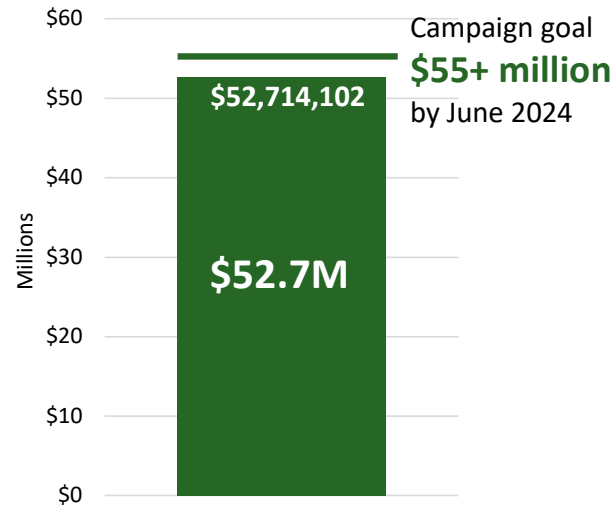
Forever GREEN

Campaign Progress as of December 31, 2023

The Evergreen State College and The Evergreen State College Foundation

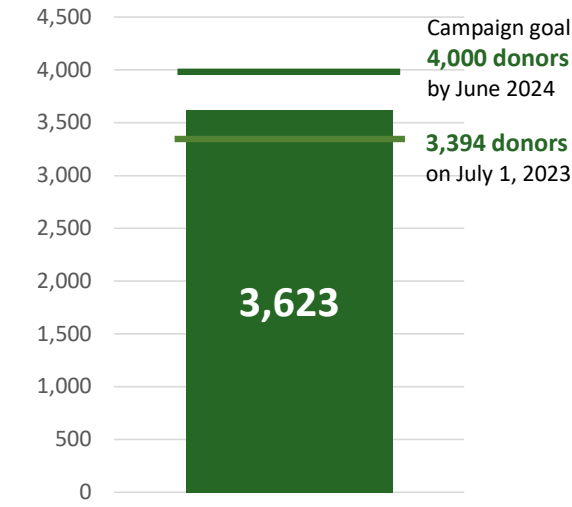
Campaign Total

Public phase goal: +\$55M by June 30, 2024



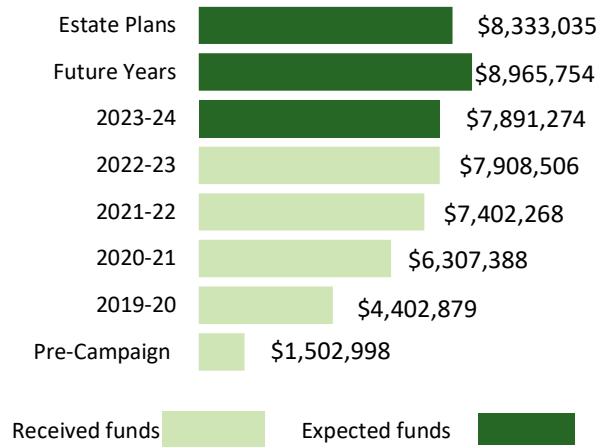
Campaign Donors

Donors who have contributed to the Campaign

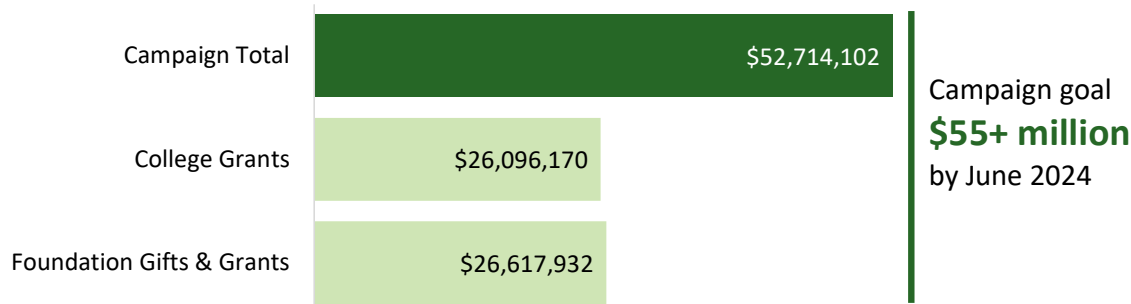


Timing of Gift and Grant Payments

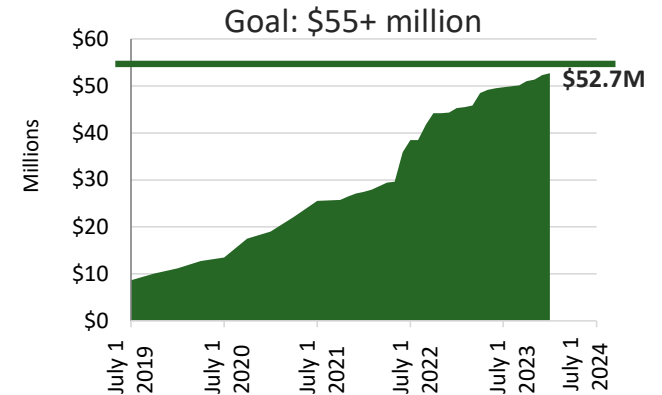
When gift and grant payments are received by Evergreen



Campaign Commitments: College and Foundation



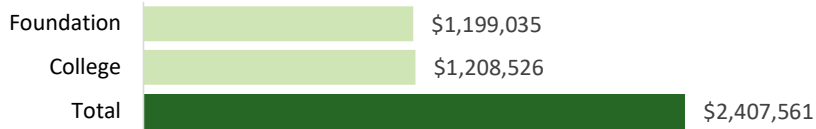
Campaign Annual Progress



Year-to-Date Highlights 2023-24

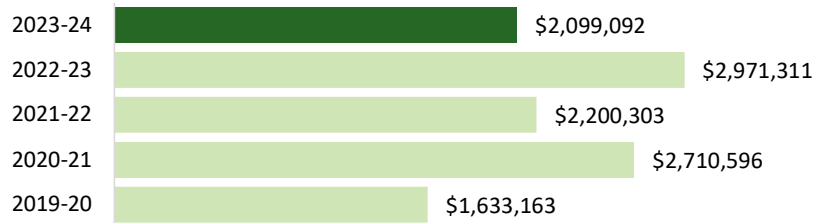
New Pledges

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



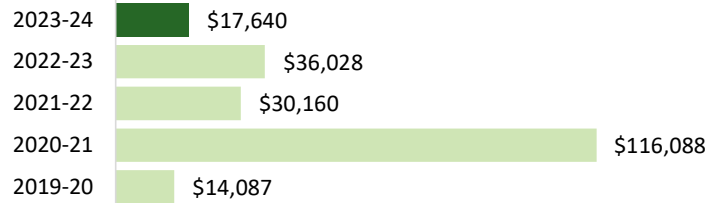
Foundation Total Raised

Gifts received and pledge payments to be received by June 30



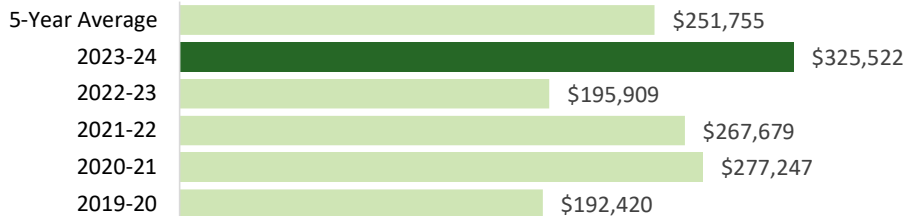
Student Emergency Fund Received

Gifts received by December 31



Annual Giving Received

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

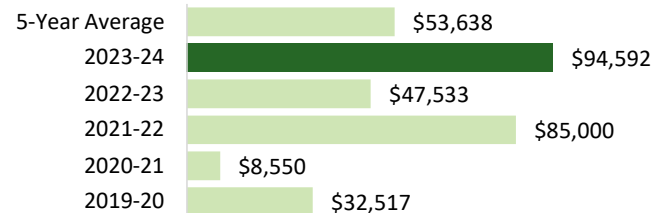


Notable Gifts and Grants in 2023-24

- \$675,612** grant commitment for Child Care Access Means Parents in School (CCAMPIS)
- \$450,000** grant payment for Indigenous arts
- \$250,000** pledge for scholarships and programs
- \$245,516** grant commitment for residence hall energy conservation
- \$150,000** gift for media internships
- \$132,500** grant payment for s'g'wi g'wi ṽ altx^w House of Welcome support
- \$125,000** pledge for Art of Giving
- \$111,535** 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
- \$100,000** pledge for new s'g'wi g'wi ṽ altx^w House of Welcome Endowment
- \$ 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
- \$ 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
- \$ 44,640** grant commitment for Mary Ellen Hillaire Audio Collection preservation

Art of Giving Received and Pledged

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



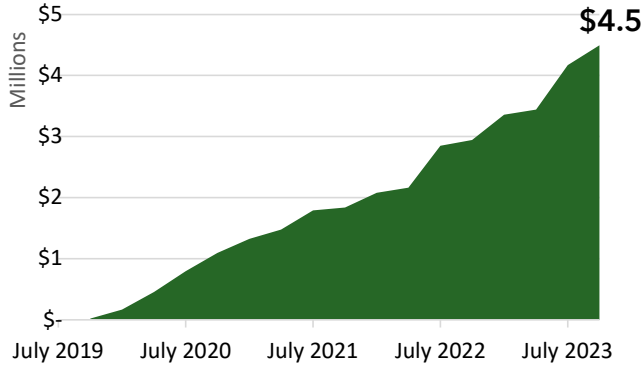
Campaign Impact Highlights

Campaign Impact Growth 2019-2023

- \$2,543** Average scholarship award for 2023-2024 academic year
- 66%** Student aid budget growth since start of Campaign
- 16%** Average scholarship award growth
- 974** Scholarship recipients from July 2019 to October 2023
- 651** Student Emergency Fund recipients from July 2019 to October 2023
- 46** Summer Undergraduate Research Fellowship (SURF) projects

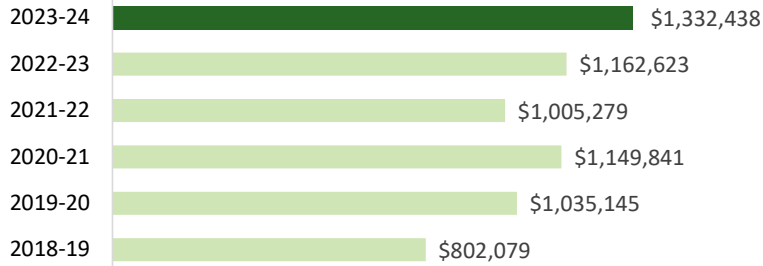
Gifts Received to Student Aid

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



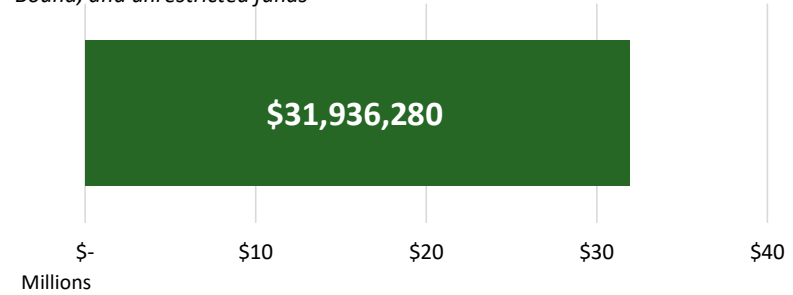
Student Aid Budget

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



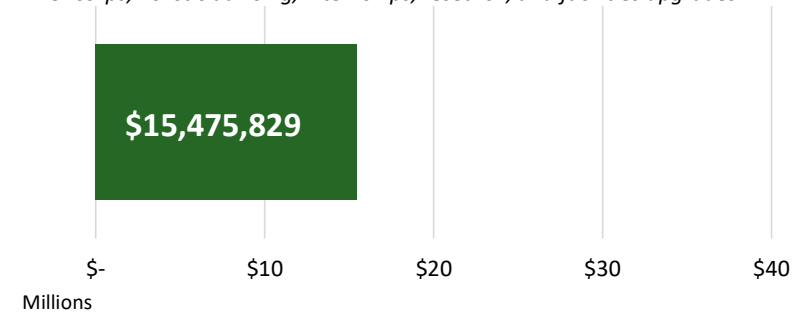
Diverse, Next-Generation Leaders

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



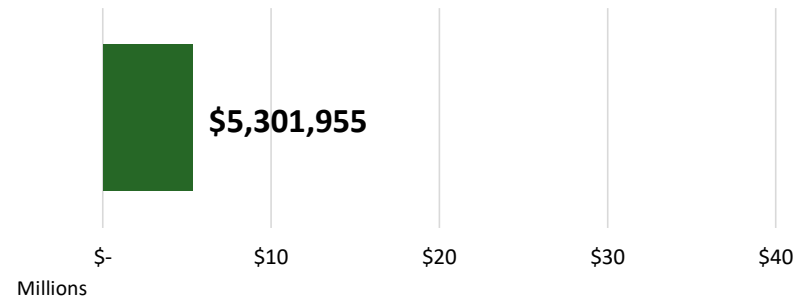
Learning for a Complex World

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'g'wi g'wi ? altx^w: House of Welcome



PaCE Report Winter 2024

Board Resolution

“The Board of Trustees of the Evergreen State College authorizes Evergreen’s administration to establish a school for Professional and Continuing Education at Evergreen to be launched by Fall 2023, drawing up to \$2,100,000 from college reserves for this purpose.

Done in open public meeting March 11, 2022.”

PaCE Charter Goals

1. Enroll 500 full-time equivalent undergraduate students in PaCE offerings in the next 5 academic years, by 2026-27, to help restore financial stability for the college.
2. Increase the number of undergraduate students that complete degrees by offering degree completion curriculum and stackable certificates in PaCE.
3. Strengthen Evergreen's reputation, academic programs, and culture by growing adult student population and better meeting their needs.
4. Increase revenue generation to support PACE by developing self-sustaining professional Certificates.

Who are the Students?

By the Numbers

- Students taking PaCE+EWS classes: **874 (250 new)**
- Enrolled in certificate classes: **425 (47%)**
- Enrolled in a certificate: **150 (17%)**

Target Group

- Non-traditional age: **53%** Compared to Oly day **33%**
- Part-time: **23%**
- Less than a full-load **64%**
- Taking only PaCE classes: **54%**
- Non-Matriculated: **7%** (61 students)

Progress

1. Enroll 500 full-time equivalent undergraduate students in PaCE offerings in the next 5 academic years, by 2026-27, to help restore financial stability for the college.

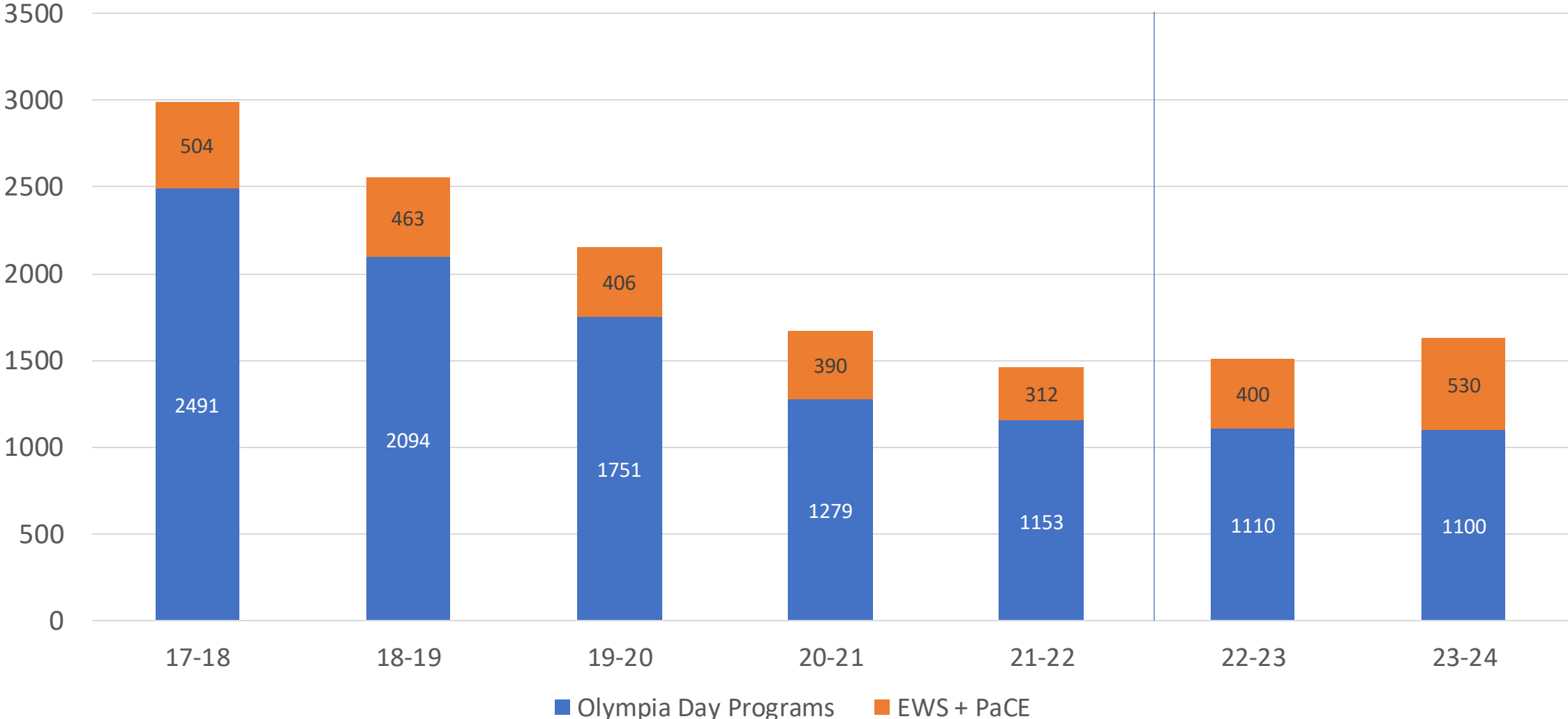
=> 218 FTE in 23-24.
=> On track to support +100 FTE for the next 3 years.
2. Increase the number of undergraduate students that complete degrees by offering degree completion curriculum and stackable certificates in PaCE.

=> Created 6 “PaCE Paths”
=> Comprised of Certificates + Complementary course
=> New pathways for part-time/schedule bound students
3. Strengthen Evergreen’s reputation, academic programs, and culture by growing adult student population and better meeting their needs.

=> Initial Marketing College wide. Now introducing PaCE and certificates
4. Increase revenue generation to support PACE by developing self-sustaining professional Certificates.

=> 2 Professional/Non-degree certs => slower progress

Annual Average FTE in Olympia UG



Financial Statement:

based on enrollments
and expenses for new
PaCE

Acct Title	FY22			FY23			FY24	
	Proforma Budget	Banner Actual	Variance	Proforma Budget	Banner Actual	Variance	Proforma Budget	Banner Budget
Revenue:								
Academic certificates/program	-	-	-	953,903	870,970	(82,933)	1,965,041	1,750,000
Professional certificates	-	-	-	122,400	-	(122,400)	122,400	-
Transfer from Reserves	-	2,100,000	2,100,000	-	-	-	-	-
	-	2,100,000	2,100,000	1,076,303	870,970	(205,333)	2,087,441	1,750,000
Expense:								
Administrative regular	190,000	-	190,000	430,378	54,642	375,736	458,133	331,381
Faculty regular	-	-	-	523,500	29,898	493,602	1,131,759	-
Faculty overload	-	-	-	-	2,212	(2,212)	-	-
Faculty other	151,227	-	151,227	151,227	208,173	(56,946)	163,557	126,288
Part-time faculty regular	-	-	-	-	5,460	(5,460)	-	839,361
Part-time faculty temp	-	-	-	262,500	266,093	(3,593)	-	-
Classified Regular	139,375	-	139,375	238,750	46,639	192,111	218,883	161,676
Student wages	-	575	(575)	19,500	-	19,500	29,250	29,250
Benefits	-	-	-	-	200,581	(200,581)	-	513,626
Marketing	100,000	50,000	50,000	200,000	108,957	91,043	200,000	200,000
Employee training services	50,000	-	50,000	50,000	-	50,000	-	-
Other professional services	-	77,050	(77,050)	-	64,466	(64,466)	-	-
General operating	15,000	-	15,000	36,667	434	36,233	47,500	47,500
Travel	15,000	-	15,000	15,000	3,841	11,159	15,000	15,000
Equipment	-	-	-	100,000	-	100,000	100,000	100,000
Advertising	-	-	-	-	4,894	(4,894)	-	-
Dues and membership fees	-	1,700	(1,700)	-	2,875	(2,875)	-	-
Other contractual services	121,250	502	120,748	230,000	30,485	199,515	115,000	115,000
Bad Debt Expense	-	-	-	-	-	-	-	-
Clent Services	-	-	-	-	400	(400)	-	-
	781,852	129,827	652,025	2,257,522	1,030,050	1,227,472	2,479,082	2,479,082
Impact on Reserves	(781,852)	1,970,173	2,752,025	(1,181,219)	(159,080)	1,022,139	(391,641)	(729,082)
Opening Fund Balance		-			1,970,173			1,811,093
Ending Fund Balance		1,970,173			1,811,093			1,082,011

Evergreen Prison Education Project

The Evergreen Prison Education Project (EPEP) is a liberation education and reintegration network based at The Evergreen State College.

EPEP's mission is to expand access to an Evergreen education and to provide holistic support services for currently incarcerated and legally liberated people.

The EPEP network is dedicated to communication, coordination, and collaboration with both internal and external partners, and is comprised of the following 4 components:

Gateways for Incarcerated Youth – established in 1996

Gateways connects incarcerated youth and the Evergreen community to create change through education; programs include the Academic Mentoring Program and a college class with Evergreen Olympia students and incarcerated youth.

Sustainability in Prisons Project (SPP) – established in 2003

SPP empowers sustainable change by bringing nature, science, and environmental education into prisons. Together with incarcerated and legally liberated people, SPP partners with environmental scientists, educators, corrections staff, students, and program partners to promote education, conserve biodiversity, practice sustainability, and help build healthy communities.

Liberation Scholars – established in 2019 (as Reentry Scholars)

Liberation Scholars is a team of legally liberated professionals that provides direct support services for system-impacted and recovering students to promote sustainable reentry to campus and the greater community through education.

Evergreen Inside – established in 2023

Evergreen Inside “clears away obstacles to learning” by making Evergreen’s interdisciplinary BA degree available to scholars incarcerated in Washington State corrections facilities.



Photos by SPP



ABOUT

The Evergreen State College is a public liberal arts and sciences college in the heart of the Pacific Northwest with campuses in Olympia and Tacoma and beyond. Opened in 1971, Evergreen gives students a hands-on, collaborative education that prepares them to succeed in an ever-changing world.

MISSION

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.

HOW YOU'LL LEARN - THE FIVE FOCI

At Evergreen, we believe the main purpose of a college is to promote student learning through:

- 1 Interdisciplinary Study**
Weave together ideas and concepts from diverse subject areas as you prepare to tackle complex, real-world issues.
- 2 Collaborative Learning**
Community instead of isolation. Shared success instead of competition. Students develop knowledge and skills through shared learning and mutual support.
- 3 Learning Across Significant Differences**
Students actively cultivate respect for differences and learn how to bridge them - critical skills for a changing world.
- 4 Personal Engagement**
Grapple with new ideas and harness your passions as you develop the capacity to judge, speak, and act on the basis of your own reasoned beliefs.
- 5 Linking Theory with Practical Applications**
Students understand abstract theories by applying them to projects and activities and by putting them to practice.

Evergreen Inside's curriculum will be anchored in these five commitments. Our courses will be rigorous, relevant, and responsive to the interests and needs of the scholars we work with. We will always adhere to Evergreen's core concept of "clearing away obstacles to learning." At Evergreen, there are no majors (students "make their own way" or follow "paths of study"), no grades (students and faculty write narrative evaluations), and no specific course requirements - all classes count towards the 90 credits needed for transfer students to complete a bachelor's degree (this means you won't need to wait for specific classes to become available, getting you to completion faster than typical degree programs).

Getting from here to there:

Evergreen's generous credit transfer policy is designed to maximize transferable credit counting towards your degree. To earn a bachelor's degree at Evergreen, you will need a total of 180 credits with at least 45 of the last 90 credits earned at Evergreen.

Students who earn a two-year Associate of Arts Direct Transfer Agreement degree (AA-DTA) or Associate of Arts and Sciences Direct Transfer Agreement degree (AAS-DTA) at a Washington state community college will transfer to Evergreen at junior standing with 90 transferrable credits. Students with a two-year Associate of Science - Track 1 or Track 2 degree will also transfer in a block of 90 credits.

Students with the following technical degrees may be eligible for Evergreen's Upside-Down transfer option, which transfers a block of 90 credits after successful completion of 30 credits at Evergreen:

- Associate of Applied Science-Transfer (AAS-T)
- Associate of Applied Science (AAS)
- Associate of Technical Arts (ATA)
- Associate of Applied Technology (AAT)

If you have a technical degree and are interested in learning more about the Upside-Down transfer option, please request more information from the EPEP team.

Evergreen Prison Education Project
Mission, Vision, and Values
Dec 4, 2023

Definition:

The Evergreen Prison Education Project (EPEP) is a liberation education and reintegration network based at The Evergreen State College in southwest Washington state.

Mission:

The mission of the EPEP Network is to expand access to an Evergreen education and to provide holistic support services for currently incarcerated and legally liberated people.

Vision:

Access to a quality education is an opportunity to positively transform lives, communities, and ecosystems as well as a human right that should be made available to anyone who wants it. To reach this vision the EPEP network will:

- Plant the seeds of empowerment through trauma-informed liberation education. Focus on community healing by clearing away obstacles to learning and knocking down walls that limit perception. When the seeds sprout, let our collective roots drink from the same source and dig deep within the fertile soil so that together we can grow a new positive reality;
- Cultivate a culture of collaboration among programs and partners to holistically serve and center students;
- Design and deliver interdisciplinary and experiential education that challenges the power dynamics of oppressive systems by giving students the agency to unlock their brilliance;
- Nurture a community that is resilient, healing-centered, and dedicated to transforming cycles of harm;
- Embrace individual thought processes and lived experiences so that we can build a society based in solidarity; and
- Commit to consistently and compassionately modeling quality and excellence, with an awareness of power, oppression, positionality, and intersectionality.

Our Agreements: (with our **values** embedded and noted in bold italics)

EPEP's liberation education and reintegration network will:

1. Commit to ***seeing the humanity*** in students, partners, and each other
2. ***Clear away obstacles to learning*** (as described in Evergreen's Social Contract) by bringing ***action-oriented interdisciplinary inquiry*** to one of the most pressing social issues of our time
3. Uphold ***respectful boundaries***
4. ***Not bring harm*** to the students we serve, to team members, to partners, or to others
5. Place ***principles above personalities***
6. Be willing to provide and receive ***constructive and actionable feedback***

7. Try to respond and allow response to **communication** within 24 hours
8. Intentionally integrate **celebration and acknowledgement** of progress in our meetings
9. Lift up **kindness and joy** in our work
10. Bring **seriousness of purpose and lightness of touch** to our work and will give each other **grace**
11. **Show up for the work** consistently
12. **Follow through** on the commitments that we make – each of us is expected to **assess our personal capacity** to follow through before making a commitment
13. Check in with colleagues in need or who may be struggling to offer support – we will **take care of each other**
14. **Support each other** in managing our self-care needs
15. Exercise **shared responsibility and accountability** for the outcomes of our work and the condition of our group
16. Practice **transparency**
17. Develop processes needed for accomplishing our work and **document our progress**
18. Revisit and modify our values and group agreement as needed as we continue to **adapt and evolve** in our work;
19. **Meet access needs** to learning;
20. Act as **responsible stewards of the resources** with which we have been entrusted; and
21. Demonstrate that we **follow our words with actions**.

Attendees + Co-authors (16 October 2023):

- Andrew Winfree
- Talib Williams
- Kewee Roselle
- Sarah Larson
- Kelli Bush
- Amy Betz
- Eirik Steinhoff
- Larry Roper (facilitator)

Subsequent contributors:

- John McLain
- Sarah Larson
- Sadie Aymond



The Evergreen State College Resolution No. 2023-01

Resolution of the Board of Trustees of
The Evergreen State College

Authorizing the establishment of a new Prison Education Program at Evergreen

WHEREAS, mass incarceration has been identified as [one of the most pressing civil rights issues](#) of our time;

WHEREAS, expanding access to college in prison [is a widely recognized racial and economic equity strategy](#);

WHEREAS, [95% of individuals](#) currently incarcerated will eventually be released;

WHEREAS, [the greatest equity gaps in higher education](#) are to be found among incarcerated and formerly incarcerated students – in other words, incarceration in and of itself is “an obstacle to learning”;

WHEREAS, college in prison has been shown to [significantly reduce recidivism](#);

WHEREAS, [a recent benefit-cost analysis](#) by the Washington State Institute for Public Policy has determined that for every \$1 invested in college behind bars the public stands to accrue \$19.74 in benefits;

WHEREAS, recent studies show that prisons that include college programs are safer for everyone involved ([Pompoco et al 2015](#)); that there is a strong correlation between liberal arts classroom experiences (of the sort Evergreen offers) and the development of agency-related well-being for incarcerated students ([Moore & Erzen 2021](#)); and that prison education programs promote communication, critical thinking, and problem-solving skills ([Halkovic et al 2013](#); [Winterfield et al 2009](#));

WHEREAS, the [State Board of Community and Technical Colleges](#) reports that there are thousands of incarcerated students currently enrolled in prison education programs offered by community colleges in Washington state (among these are hundreds who participate in Evergreen programming through the Sustainability in Prisons Project);

WHEREAS, [2SHB 1044](#) (passed by the Washington State Leg in 2021) establishes the possibility for new education services and the expansion of existing services above and beyond previous provisions focused on “high-wage, high-demand” areas: Sec. 4 (1) reads: “Recognizing that there is a positive correlation between education opportunities and reduced recidivism, it is the intent of the legislature to offer appropriate postsecondary or certificate opportunities to incarcerated individuals” (p. 7); Sec. 5 (1)(b) reads: “The department may consider for inclusion in any postsecondary degree or certificate education program, any education program from an accredited community or technical college, college, or university that is limited to no more than a bachelor’s degree” (p. 12); these provisions create an opportunity for Evergreen to design a robust prison education program that builds on our experience and is anchored in a multi-dimensional holistic student-centered curriculum;

WHEREAS, [the FAFSA Simplification Act](#) (signed into law in December 2020) directs the US Department of Education to [restore Pell grants](#) starting 1 July 2023 for eligible incarcerated students who wish to enroll in eligible prison education programs;

WHEREAS, [the Washington State Department of Corrections](#) will play a key role in determining the criteria of eligibility for Pell-funded prison education programs in Washington State, and will in early 2023 announce a “statement of interest” process;

WHEREAS, Evergreen’s accrediting body [the Northwest Commission on Colleges and Universities is partnering with the Vera Institute for Justice](#) to develop the accreditation process for Pell-funded prison education programs in Washington State;

WHEREAS, there are 6 prisons within 60 miles of The Evergreen State College’s Olympia and Tacoma campuses (Evergreen), incarcerating thousands of individuals;

WHEREAS, Evergreen is the proud home of some of the oldest and most expansive prison education endeavors in Washington state in the form of [Gateways for Incarcerated Youth](#) (founded in 1996 by Evergreen alum and faculty emerita Dr. Carol Minugh and Green Hill staff member Susan Cravey) and the [Sustainability in Prisons Project](#) (founded by former Evergreen faculty Dr. Nalini Nadkarni and Evergreen alum Dan Pacholke);

WHEREAS, numerous Evergreen faculty have taught in prison through these programs and others, including Evergreen-Tacoma faculty emerita Dr. Gilda Sheppard, whose collaboration with the Black Prisoners Caucus T.E.A.C.H. program is documented in her recent film, *Since I Been Down*;

WHEREAS, Evergreen’s faculty and staff have shown tremendous support for Evergreen’s prison education work, with [more than 125 signing a letter of support](#) in 2021;

WHEREAS, Evergreen’s current executive leadership team and administration have demonstrated unprecedented cross-divisional support for Evergreen’s prison education work;

WHEREAS, Evergreen remains dedicated to our [mission](#): (a) “Evergreen emphasizes collaborative, interdisciplinary learning across significant differences”; and (b) “Evergreen supports and benefits from local and global commitment to social justice, diversity, environmental stewardship and service in the public interest”;

WHEREAS, the first sentence of Evergreen’s [social contract](#) reads: “The Evergreen State College is an institution and a community that continues to organize itself so that it can clear away obstacles to learning”;

WHEREAS, Evergreen has adopted [a strategic plan](#) to foster growth, equity, and resilience for our students and for Washington;

WHEREAS, Evergreen seeks to build on and create new areas of academic excellence to provide opportunities for new students and to grow enrollment;

WHEREAS, Evergreen in recent years has made strategic partnerships and investments that builds on and expands our experience and expertise in the area of prison education; these include the creation of the Education Reentry Navigator position (in coordination with the Department of Corrections and the State Board of Community and Technical Colleges), the stabilization of the Gateways Coordinator position, the establishment of the Sustainability in Prisons Program as a public service center and the inauguration of a new mechanism for granting credit for students participating in SPP programs, and the creation of the Justice-Involved Student Group;

WHEREAS, in 2022 the Washington State Legislature’s [supplemental operating budget](#) included a direct appropriation of \$600,000 for Evergreen to “develop and expand” our prison education programs (see the following proviso):

“\$600,000 of the general fund—state appropriation for fiscal year 2023 is provided solely to develop and expand current corrections education programs offered in department of corrections facilities. The college shall appoint a project implementation team, collaborate with stakeholders to plan student success programs and curriculum which lead to transferable credit, associate and bachelor's degrees, and other workforce credentials, and train faculty and staff on working with incarcerated populations” (p. 736);

WHEREAS, Evergreen’s prison education project development team has been meeting with partners at the Department of Corrections, at the Northwest Commission of Colleges and Universities, at the State Board of Community and Technical Colleges), among many others, to begin coordinating the development of a multi-dimensional holistic student-centered prison education program;

WHEREAS, Evergreen’s prison education project development team, in order to create a responsive, relevant, and sustainable curriculum and prison education program, has been holding or has scheduled listening sessions with formerly incarcerated students and alums, currently incarcerated potential students, Department of Corrections staff, Evergreen faculty and staff who have prison teaching experience, prison education organizations, and community partners;

WHEREAS, Evergreen’s ongoing work in the area of prison education demonstrates the Evergreen model at its best:

- it manifests the commitment to social justice and environmental stewardship enshrined in Evergreen's mission,
- it clears away obstacles to learning (as described in Evergreen's Social Contract),
- it delivers a dynamic liberal arts and sciences education using [the Five Foci of Learning](#),
- it brings action-oriented interdisciplinary inquiry to one of the most pressing social issues of our time,
- it does concrete work toward increasing equity and inclusion while supporting the recruitment, enrollment, and retention of students place-bound in the South Sound;


WHEREAS, we believe that access to a quality education is an opportunity to positively transform lives, communities, and ecosystems as well as a human right that should be made available to anyone who wants it;

NOW, THEREFORE, the Board of Trustees authorizes Evergreen's administration to formally develop a prison education program proposal that addresses the requirements for accreditation and for Pell eligibility established by Department of Education, Department of Corrections, and the Northwest Commission of Colleges and University and that responds to the opportunities for coordination and collaboration with the State Board of Community and Technical Colleges and other potential partners. Furthermore, the Board of Trustees directs the program development team to enter into any partnership agreements, memoranda of understanding, declarations of collaboration, or the like, that may be needed in order to ensure the success of such a program. The final proposal shall be shared with the Board of Trustees for approval of the new program in advance of submission to the Northwest Commission and the Department of Education for accreditation and approval.

Done in open public meeting January 13, 2023.

THE EVERGREEN STATE COLLEGE
BOARD OF TRUSTEES

Attested to by: 
Karen Fraser, Chair

by: 
Ed Zuckerman, Secretary

Evergreen Prison Education Project calendar year 2023 deliverables (reverse chronology by quarter)

WINTER 2024

- Launched first Evergreen Inside courses at SCCC (Stafford Creek Corrections Center); 8 credits [Cornerstone + Learning Lab](#)
- Held writing workshops for prospective students at SCCC (2 sessions mid-Dec-early Jan).
- Liberation Scholars supported students through campus housing displacement.
- Green Hill facility partners (Dept Children Youth and Families) invited Gateways for Incarcerated Youth to explore potential expansion including other EPEP Network services.
- SPP received \$60k donation primarily to support gardening and composting education programs with an additional \$10k restricted to staff wellbeing.

FALL 2023

- Evergreen Inside workshops w/Anthony Zaragoza, Eirik Steinhoff, and Sarah Larson at SCCC (x2)
- [EPEP one-pager](#) - prepared for recruitment to Evergreen Inside Winter offerings
- Interagency Agreement between Evergreen & DOC signed
- [EPEP mission-vision-values](#) co-created at daylong retreat w/Larry Roper
- DOC Letter of Intent - approval to apply for PEP at SCCC
- [Healing-centered PaCE certificates](#) include DOC staff (offering expanded due to high demand)
- Fall Training: Anti-Oppression & Mass Incarceration w/Freedom Decoded
- Fall Training: Restorative Justice w/Collective Justice (attended by Eirik Steinhoff)
- Fall Training: SPP hosts Grady Mitchell & Cyril Walrond
- Fall Training: WA Dept of Enterprise Services on "[empowering supervision](#)"
- [Liberation Education at Return to Evergreen](#) - KeWee Roselle, Kimonti Carter, & Gilda Sheppard
- Liberation Lounge approved + Liberation Scholars receives \$30k donation
- Liberation Scholars launches transitional housing + hosts pre-orientation for incoming students
- [Liberation Scholars infosheet](#)

SUMMER 2023

- [SPP's 20th birthday](#) at Lord Mansion
- SPP/PLE portfolio model credit-bearing certificates awarded
 - 81 students earning 418 credits within 7 (of 11) prisons in WA
- EPEP Summer Institute – includes alumni panel of legally liberated professionals
- EPEP Summer Training: [Bard Prison Initiative Summer Residency](#)
- EPEP team presents at [Critical Edge Alliance Conference](#) (Al Akhawayn Univ. in Morocco)
- SPP launches new Foundations in Composting course, adding 6th credit-bearing SPP-PLE course
- Listening Sessions with prospective students at SCCC & WCC
 - [Preliminary Report shared with DOC](#)

SPRING 2023

- EPEP faculty meeting presentation + [Agenda Committee "Statement of Support"](#)

- Gateways for Incarcerated Youth: [Spring quarter poster session at Green Hill](#)
- Gateways for Incarcerated Youth: 25 + 1 exhibit & celebration - Library Lobby
- EPEP Spring Training: [Social Resilience Model](#) w/Laurie Leitch
- EPEP Spring Training: SPP hosts Grady Mitchell
- EPEP Spring Training: Larry Roper coaching

WINTER 2023

- [EPEP responds to DOC "Request for Information"](#) - first step in Pell approval process
- Evergreen Inside creates writers group at WCC (Shelton) in collaboration with Centralia College
 - Participant Tomas Keen wins first place for non-fiction in the [2023 PEN America Prison Writing Contest](#) for his essay "[What Really Complicates Writing About Prison](#)"
- EPEP Winter Training: [UW's Resilience Lab "BE REAL" program](#)
- [Board of Trustees EPEP resolution 13 Jan 2023](#)

EVERGREEN INSIDE CURRICULUM MODEL – January 2024

Evergreen Inside's theme-based, inquiry-driven, cohort model of experiential learning is anchored in a curriculum focused on skill-sharing, scholarly agency, and the co-creation of knowledge. This curriculum will be rigorous, relevant, and responsive to the interests and needs of the scholars we serve. We look forward to both maximizing tried-and-true "Evergreen Classic" modalities such as project-based learning and student-originated studies while also incorporating newer methodologies, such as credit-bearing certificates offered by the School of Professional and Continuing Education and by the Sustainability in Prison Project's portfolio-based learning model (a.k.a. "SPP/PLE model").

Graduation requirements = 180 credits (same as all of Evergreen's undergraduate programs). Each quarter we will offer up to 16 credits, which will include a required core program with a constellation of electives. Evergreen Inside will include new student experience, student support courses, capstone opportunities, and co-curricular activities such as student newspaper. Students may choose to enroll full-time (12-16 credits per quarter) or part-time (less than 12 credits per quarter). We seek to serve 35-50 student FTE per annum; building toward 100 per annum if approval can be secured for more than one facility.

At the outset, we expect that many of our students will come in with a 2-year degree. Our basic program design follows a 2+2 or AA/BA model along the lines of the "[Native Pathways Bridge Program](#)" Evergreen has developed with Grays Harbor College (GHC). We also want to leave room for students who do not yet have a 2-year degree but who wish to participate in our offerings. Some of these students will be very close to the 90 credits required for [GHC's new AA-DTA](#), but are waiting on required electives to be offered (including lab science and humanities). Evergreen Inside could potentially offer these courses, and students could acquire their AA degrees through the "[Reverse Transfer/Articulation](#)" process. We could also streamline the "[Upside-Down Transfer Option](#)" process for students with GHC's AAS degrees in Human Services or Business Management by getting those curricula pre-approved.

For the electives we hope to offer a range of courses that are available on the Olympia campus to the extent that these meet student interest and need, and to the extent that faculty are available to teach. We are eager to incorporate EWS + PLE + PaCE & more. We are mindful of the fact that at the outset we are planning on in-person learning communities. We may be able to evolve to include virtual classrooms (anchored in Zoom and Canvas), but given IT uncertainties do not plan to start there. With laptops (which are likely) it should be possible for faculty to deliver recorded lectures via Canvas that students engage asynchronously, so that chair time maximizes seminar, workshop, discussion, hands-on learning, etc.

Please note: *This model will evolve as EPEP and DOC together learn more about classroom capacity and other constraints and opportunities at the facilities where we are approved to offer Evergreen Inside's curriculum. What will not change is our commitment to bringing a high-quality iteration of Evergreen's BA degree to incarcerated scholars that is adapted to the circumstances we find ourselves in. In other words, we intend to exercise the flexibility and the responsibility at the root of our "coherent patterns of study" - [to quote Evergreen's inaugural president Charles McCann](#) (whose words we read 1/13/2024 as part of Orientation for Evergreen Inside's first cohort at Stafford Creek Corrections Center).*

NWCCU PEP Approval Process Summary

Substantive Change Review Procedures – 1/11/24

Proposal Development Highlights

- i. Mission and Objectives**
 - a. Evergreen’s mission statement remains unchanged.
 - b. Curriculum anchored within five foci, “Clearing away obstacles to learning”.
- ii. Educational Offerings**
 - a. Core program each quarter with supporting electives, up to 16 credits.
 - b. Traditional Evergreen coordinated studies team-teaching with room for legacy and emergent models.
 - c. Yearly themes selected according to student interest and available resources.
- iii. Student Services**
 - a. Evergreen’s own Reentry and Liberation Scholars team in collaboration with network of facility-based SBCTC Education Navigators.
 - b. Faculty and staff virtual student conferences and in-person financial, academic and career advising.
 - c. Student Activities will be organized and supported.
 - d. Assistant Director of Prison Education to coordinate and support faculty and Reentry Navigators to minimize impact on existing student service staff workloads.
- iv. Physical Facilities and Equipment**
 - a. WA DOC allows non-Pell funded courses at Stafford Creek Corrections Center.
 - b. WA DOC providing classroom space for 20 students, with option for another space for 15 students
 - c. Plans to offer Evergreen education in at least one additional facility.
- v. Library and Information Resources**
 - a. WA State Library operates a resource library at SCCC, subject to librarian availability.
 - b. Developing *Evergreen Inside* library resources available to our incarcerated scholars.
 - c. Partnering with DOC and SBCTC for strategic and secure resource sharing.
- vi. Budget**
 - a. Assumes 35-50 FTE per facility with on average 1.0 FTE faculty per 18 FTE.
 - b. Total direct costs based on 50 FTE in 3 years: \$1,079,332
 - c. Total revenue (tuition and state appropriations) based in 50 FTE in 3 years: \$1,037,273

Implementation Timetable

2024

Jan: Evergreen Board of Trustees PEP approval

Feb: Submit NWCCU Application

Feb - Mar: Approval from NWCCU

Jan - Mar: Prepare Department of Education proposal

Jan - Mar: Pell program planning w/facility, community college, and DOC Education staff

Mar: DOC Adds Oversight Elements to DOE Application

April: Submit Department of Education proposal

April - June: Implementation & Marketing Development

April - June: Response from Department of Education

June - August: Launch Marketing, Internal Promotion, Curriculum/Enrollment

Sept (Fall Quarter Start): Program Courses Begin

2025

March - May (Winter/Spring Quarter): NWCCU Site Visit



The Evergreen State College Resolution No. 2024-02

Resolution of the Board of Trustees of
The Evergreen State College

Authorizing the establishment of a new Prison Education program at Evergreen

WHEREAS, The Evergreen State College has long been recognized as a college that changes lives;

WHEREAS, college behind bars is the best documented, most ethical, and highest value systemic preventer of recidivism because we educate to liberate, not to “de-recidivate”;

WHEREAS, on January 13, 2023, the Board of Trustees unanimously approved Resolution No. 2023-01 that authorized Evergreen’s administration to formally develop a prison education program proposal;

WHEREAS, in response, the college established an Evergreen Prison Education Project (EPEP) team which proposes that the new prison education program be part of a liberation education and reentry network, which also includes:

- Gateways for Incarcerated Youth – established in 1996
- Sustainability in Prisons Project (SPP) – established in 2003
- Liberation Scholars – established in 2019 (as Reentry Scholars)

WHEREAS, the EPEP team has followed direction provided by the Board of Trustees to enter a partnership and create agreements with the Department of Corrections (DOC) to lay the groundwork for a new program offering a Bachelor of Arts degree for incarcerated students;

WHEREAS, in Winter 2024 the EPEP team launched a pilot 8-credit curriculum offered to prisoners inside the Stafford Creek Corrections Center in Aberdeen WA, funded with tuition waivers and Foundation funds;

WHEREAS, the new prison education curriculum emphasizes critical thinking, scholarly agency, and the co-creation of knowledge; is anchored in Evergreen’s Five Foci; and oriented towards the Six Expectations of an Evergreen Graduate;

WHEREAS, the EPEP team has worked closely with Academic Leadership to expand the pilot program into a complete full-time Bachelor of Arts degree program, in accordance with the requirements for a Pell-eligible prison education program as established by the Northwest Commission on Colleges and Universities

(NWCCU) and Department of Education, including a full-time curricular plan, student support, access to resources, and a stable financial model;

WHEREAS, the NWCCU and Department of Education require multiple approvals before initiating their Pell-eligible program approval process, including:

- A Department of Corrections Letter of Intent to partner with Evergreen in a prison education program in their facilities;
- A statement of support from the Faculty Agenda Committee, the academic policy governing body of the college; and
- A Board of Trustees resolution approving the program;

WHEREAS, in Spring 2023, Evergreen's Faculty Agenda Committee issued a statement of support for the new prison education program, and in Fall 2023 the Department of Corrections shared a Letter of Intent to partner with Evergreen, with the first facility being Stafford Creek Corrections Center;

NOW, THEREFORE, the Board of Trustees of The Evergreen State College authorizes Evergreen's administration to establish the proposed new program offering a Bachelor of Arts degree to incarcerated students beginning in Fall 2024.

Done in open public meeting January 29, 2024.