



## Regular Meeting of the Board of Trustees

The Evergreen State College  
2700 Evergreen Parkway NW, Sem II E1107  
Olympia, WA 98505  
Thursday, June 15, 2022  
9:00 a.m. – 2:30 p.m.

In person meeting with  
remote option: <https://evergreen.zoom.us/j/86474854344>

*“Ever Evolving Since 1971”*

### AGENDA

- 9:00 a.m.
1. Call to order, determination of quorum
  2. Chair’s opening remarks
  3. Executive Leadership report
  4. Approval of meeting minutes
    - a) Proposed action item: motion to approve minutes for May 12, 2023
  5. Public comment\*
  6. Student Trustee report
  7. Representative reports
  8. Board of Trustees appointments
    - a) Action item: motion to appoint 2023-2024 Board of Trustees officers
  9. Provost search
  10. Commencement update
  11. Open Public Meetings Act combined exempt and executive session\*\*
  12. Proposed action item(s) from the combined exempt/executive session
- 11:20 a.m. –  
12:05 p.m.
- Lunch break
13. Update on Strategic Plan: Strengthen our financial position
    - a) Enrollment update
    - b) Finance and Budget Committee
      - i. Action item: motion to approve 2023-2025 capital budget spending plan
      - ii. Action item: motion to approve 2023-2024 tuition, fees, and operating budget
      - iii. Action item: motion to approve 2023-2024 Housing and Dining Services rates
      - iv. Action item: motion to approve 2023-2024 Athletics budget
      - v. Action item: motion to approve 2023-2024 Services and Activities (S&A) fee and budget
    - a) Campaign update
  14. Update on Strategic Plan: Student academic success and support
    - a) Student showcase
  15. Recognitions
- 2:00 p.m.
16. Emeritus faculty resolutions
- 2:30 p.m.
17. Adjourn

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2:30 p.m. – **Please join us for the Emeritus and Retired Faculty reception**  
3:30 p.m. **in the first floor lobby of SEM II E**

Remote reception option: <https://evergreen.zoom.us/j/81568588779>

\* 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. Thursday, June 15, 2023, by signing in at the meeting location, signing up online, or by emailing Executive Associate to the President and Secretary to the Board of Trustees Susan Harris at [harriss@evergreen.edu](mailto:harriss@evergreen.edu).

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

For more information or accommodations, please email Executive Associate to the President and Secretary to the Board of Trustees Susan Harris at [harriss@evergreen.edu](mailto:harriss@evergreen.edu).



## Regular Meeting of the Board of Trustees

May 12, 2023

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**Trustees Attending:**

Shane Everbeck  
Karen Fraser  
Fred Goldberg  
Pam MacEwan  
Miguel Pérez-Gibson  
Ed Zuckerman

**Remote:**

Allyson Brooks  
Kris Peters

**Staff Presenting:**

Dane Apalategui, College Budget officer  
John Carmichael, President  
Andy Corn, Interim Associate Dean for Student Engagement  
Dexter Gordon, Executive Vice President  
Susan Harris, Executive Associate to the President and Secretary to the Board of Trustees  
Holly Joseph, Dean of Students  
Abby Kelso, Vice President for Advancement and Director of the College Foundation  
David Kohler, Interim Chief Financial Officer  
David McAvity, Interim Provost and Vice President for Academic Affairs  
Kayla Mahnke Hargett, Director of Student Activities and New Student Programs  
Scott Morgan, Director of Sustainability  
John Reed, Interim Chief Enrollment Officer  
Brynn Smith, Assistant Director of International Programs and Services  
Sandra Kaiser, Interim Director for Government Relations  
William Ward, Interim Chief Administrative Officer

**Others Presenting:**

Clarissa Dirks, Faculty Representative to the Board of Trustees  
Sharon English, Assistant Attorney General  
Nigel Fogelquist, Student  
Jay Huckins, Student  
Grace Selvig, S&A Board Coordinator  
Trygve Vandal, Student Representative to the Board of Trustees

Chair Karen Fraser called the meeting to order at 9:00 a.m. at The Evergreen State College Board Room, 2700, Evergreen Parkway NW, Olympia, WA 98505. All Trustees participated remotely.

**Special order of business**

Chair Karen Fraser welcomed new Trustee Pam MacEwan to The Evergreen State College Board of Trustees. The meeting started with introductions around the Zoom room. Trustee MacEwan thanked the attendees and briefly discussed her background in public policy and health reform. She expressed her excitement and honor to be part of the Board and looks forward to helping the college move forward.

### **Chair's opening remarks**

Chair Karen Fraser mentioned that things are going well at the college and expressed appreciation for the outstanding work being done by faculty and staff. She noted that the college's reach is expanding, and there is positive support from the legislature and donors.

### **Executive Leadership Report**

President John Carmichael highlighted that it was the sixth week of the spring quarter and there are four weeks of instruction remaining. He reviewed the upcoming agenda and noted there would be no action taken on budget and finance items until the June 15, 2023 meeting.

Executive Vice President Dexter Gordon shared that Commencement activities will take place beginning June 8, 2023. The main event will be held on Red Square on Friday, June 16, 2023, with alumnus and nationally known comedian Josh Blue serving as the keynote speaker. Executive Vice President Gordon went on to share that former Trustee Tom Nixon, who served at the college as Trustee from 1973-1977, recently passed away on April 26.

### **Finance and Budget Committee overview**

Trustee Fred Goldberg briefly shared the Finance and Budget Committee report scheduled later in the day. Trustee Goldberg shared that the Finance and Budget Committee met the day before the legislature passed the college's operating and capital budgets. The committee meeting included an early update on operating and capital budgets, as well as updates for the housing and meal plan rates, student and activities fees, and student and activities budget.

### **Approval of meeting minutes**

Executive Associate to the President and Secretary to the Board of Trustees Susan Harris shared that she was informed of technical errors in the minutes and will make those non-substantive edits.

**Motion** Trustee Fred Goldberg moved to approve the meeting minutes for March 24, 2023, with technical error edits. The motion was seconded by Secretary Ed Zuckerman and passed on a voice vote.  
**2023-08**

### **Public Comment**

Chair Karen Fraser called for public comment. Executive Associate to the President and Secretary to the Board of Trustees Susan Harris announced that there was no public comment for the meeting.

### **Student Trustee Report**

Student Trustee Shane Everbeck reported that they participated in the Equity Symposium by hosting a workshop named *Making Your Voice Heard*. They prepared a report on the outcomes of that workshop which was distributed to the Board via email. An excerpt from the report is as follows "Participants felt that overall, Evergreen was heading in the right direction despite the above concerns and that it felt like the community was healing. Their vision for Evergreen was a community **where students are given the resources, they need to fully shape their own education**. Participants felt that Evergreen was still a resilient community and expressed a lot of hope for the future. While they understand that the BoT is not responsible for operations, they believe that they can depend on us to ensure that Evergreen does not lose what is important and continues to improve going forward."

### **Representative reports**

Representative Clarissa Dirks gave a brief report on the activities that faculty have undertaken this year. Representative Dirks noted she is on the Faculty Agenda Committee and that they have been steadfast in pursuing the goals they have laid out for the year. The goals include promote a culture of evaluation and assessment on campus; move toward greater use of data in decision making processes and using this data to inform teaching and learning; and to build community around faculty and staff among administration. Representative Dirks concluded her report by noting the recent slew of enlightening presentations from faculty in their faculty meetings on professional development in their work.

Student Representative Trygve Vandal emphasized that the work he is doing with the Board is critical for the education of students. Working alongside college officials that have tremendous experience, along with the opportunities to do hands on work, allows students to apply what they have learned. Representative Vandal strongly encouraged that all senior administrators consider offering opportunities to students such as membership on hiring committees, teams, and workgroups to help empower students.

Staff Representative Susan Keefe prepared a written report that was distributed to the Trustees.

### **Nominations Committee appointments**

Chair Karen Fraser appointed Trustee Fred Goldberg, Trustee Allyson Brooks, and Trustee Kris Peters to serve on the Nominations Committee. Trustee Goldberg is to serve as Committee Chair.

### **Update on Strategic Plan: Student academic success and support (Goal 1)**

#### Student Achievement and Success Committee

Vice Chair Miguel Pérez-Gibson gave an overview of the last Student Achievement and Success Committee and thanked the Prison Education team for all their work.

#### *Prison Education update*

Interim Provost and Vice President for Academic Affairs David McAvity commenced with a discussion on the progress of the prison education project. He highlighted the impact and application of the project and reiterated the commitment to prioritize education for incarcerated students, emphasizing the need to place students' interests first and make the program available and accessible. Provost McAvity acknowledged that the desired timeline might not be achievable, but that the team remains committed to developing the program and ensuring it is ready for implementation. The disappointment regarding the delay was expressed, but he conveyed his gratitude for the Board's involvement and support. President John Carmichael stated he was confident that this would eventually come together. There is strong support from all the agencies to get this done and will be successful once moved through the large, new regulatory structures and bureaucracies.

#### Strategic Planning process update

President John Carmichael noted the importance of extending the current strategic plan due to its impending end and the need to address immediate concerns. The Board delegates authority to the president and staff and the Board plays a crucial role in the strategic planning process.

Executive Vice President Gordon reported that the team responsible for the strategic planning process has started identifying roles and objectives. Significant work is planned for the summer, with full campus engagement beginning in the fall and continuing through winter. The goal is to provide a new strategic

plan by spring 2024. The process aims to incorporate perspectives, resources, best practices, and fresh ideas to address challenges and build an integrated college culture while engaging the entire community.

Chair Karen Fraser highlighted that the comprehensive outreach conducted during the previous presidential search is relevant for the new strategic plan and should be revisited and utilized.

#### Environmental sustainability

Chief Administrative Officer William Ward emphasized the importance of sustainability during the pandemic and highlighted the challenges faced by the college. He discussed the significant progress made and mentioned that sustainability was integrated into the mission of the institution. CAO Ward highlighted the reduction in spending and water usage, as well as the allocation of funds for the sustainability project. He closed by noting various accomplishments in sustainability.

Director of Sustainability Scott Morgan provided an update on the college's electrical consumption, mentioning a 15% reduction and ongoing efforts to transition away from natural gas. He provided details about the college's greenhouse gas emissions for the calendar year 2022, including the percentage breakdown by source. Director Morgan provided information about the college's energy efficiency projects and their impact on campus heating and vehicles and concluded by highlighting the college's comprehensive approach to environmental sustainability, including energy efficiency, decarbonization, and resource stewardship.

Chair Karen Fraser emphasized the significance of efficiency, especially during the pandemic, as it not only fulfilled requirements but also helped in reducing overhead costs and supporting the college's mission. Chair Fraser expressed gratitude for the progress made in transitioning the fleet to electric vehicles and shared that half of the police services' vehicles were now hybrid.

Student Trustee Shane Everbeck expressed interest in learning more about the supply issues with fleet vehicles and suggested this come back to an upcoming Board meeting.

#### Campaign update

Vice President for Advancement and Executive Director of The Evergreen State College Foundation Abby Kelso addressed the Board while sharing photos depicting what campaign funding can do to support the college, such as events, programs, and student scholarships. Vice President Kelso then shared an update on the campaign, noting that there is just over one year left, which is focused on expanding the reach and inviting others at all levels to join the campaign. The Foundation has 5.9 million dollars left to raise by the end of the campaign on June 30, 2024.

#### Showcase student work

Interim Provost and Vice President for Academic Affairs David McAvity, introduced Brynn Smith, Assistant Director Office of International Programs and Services, who spoke about her background, the work she does at the college, and the various opportunities for students. Assistant Director Smith introduced two Evergreen students participating in study abroad, Jay Huckins and Nigel Fogelquist.

Student Jay Huckins shared with the Board details about her Independent Learning Contract with an ecological field research station in Chile and Student Nigel Fogelquist shared his experiences at Roskilde University in Denmark.

### **Update on Strategic Plan: Strengthen our financial position (Goal 3)**

#### Finance and Budget Committee

##### *Legislative update*

Interim Director for Government Relations Sandy Kaiser reported on the extensive work done over the 2023 legislation session which ended on April 23, 2023. She indicated that the funding received by the legislature is evidence of respect and appreciation for the work the college is doing to increase enrollment and the focus on improvements to improve support systems to students.

Chief Administrative Officer William Ward reported that the college received a total of \$44,690,000 from the 2023-2025 capital budget request of \$49,970,000. College Budget Officer Dane Apalategui shared that the college received \$1,772,000 for 2023-2024 operating budget request of \$3,223,000 and \$1,642,000 for the 2024-2025 operating budget request of \$3,118,000. CAO Ward and Officer Apalategui both expressed appreciation for the funding received from the legislature.

##### Fee setting

##### *Service and activities (S&A) budget and fee preview*

##### Housing and dining rates preview

Interim Director of Residential and Dining Services Susan Hopp, shared a preview of the proposed Housing and Dining rates that will come to the Board of Trustees at the June 15, 2023, Board of Trustees meeting.

##### Cost of attendance preview

Chief Financial Officer Dave Kohler shared a preview of the estimated cost of attendance, including the tuition and fees proposal that will come before the Board of Trustees at the June 15, 2023, Board of Trustees meeting. He reported that a 3% tuition increase is allowed by the State of Washington, which will be the tuition increase ask at all the other 4-year public institutions in Washington. Cost of attendance includes tuition, fees, books, supplies, housing, and dining. The largest component of the increase in cost of attendance is housing and dining increases.

##### Enrollment update

Chief Enrollment Officer John Reed noted that enrollment at Evergreen is increasing at this time as many other colleges are experiencing downturn in enrollment. He noted that he has not seen this type of cooperation and teamwork with enrollment efforts in his career and noted it is extremely rewarding. CEO Reed reported that spring quarter enrollment is up by 130 more students, compared to this time last year. Continuing students are up by 104. With spring numbers up, the college has seen three consecutive terms this year that show increases – Fall 17%, Winter 18%, and Spring 21%. He also shared that deposits for Fall 2023 are up 45% from last year this time and he will have more solid numbers for the June meeting. Based on a request from a Trustee, CEO Reed agreed to share the percentage of out of state students once available.

The meeting adjourned at 1:21 p.m.

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Karen Fraser, Chair

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Ed Zuckerman, Secretary



## EXECUTIVE SUMMARY

**To:** The Evergreen State College Board of Trustees

**From:** John Carmichael, President

**Date:** June 9, 2023

**Subject:** Approval of the Student Support Services Staff Union 2023-2025 collective bargaining agreement with the Washington Federation of State Employees

**1) Administrative Recommendation**

A motion to approve the negotiated 2023-2025 Student Support Services Staff Union collective bargaining agreement between The Evergreen State College and the Washington Federation of State Employees (WFSE). The WFSE vote by the bargaining unit membership is scheduled to open June 16, 2023 through June 23, 2023.

**2) Explanation**

- a) Present policy comparison: On March 24, 2023, the Board appointed a negotiating team for collective bargaining with the Washington Federation of State Employees representing the college's Student Support Services Staff Union. Associate Vice President for Human Resource Services Laurel R. Uznanski, served as Chief Negotiator.
- b) Proposed by: Dave Kohler, Chief Financial Officer
- c) Background: The Public Employment Relations Commission certified the Washington Federation of State Employees as the collective bargaining representatives of Evergreen's Student Support Services Staff Union. The current agreement expires on June 30, 2023.
- d) Alternate view: None provided.

**3) Scheduling**

The agreement would go into effect on July 1, 2023.

**4) Fiscal Impact**

The negotiated agreement provides across the board compensation enhancements and adjustments achieved at the classified staff negotiations table during the term of the 2023-2025 agreement. The negotiated contract includes a 4% general wage increase effective July 1, 2023 and a 3% increase effective July 1, 2024. For 32 positions on the operating budget, the legislature provided funding to pay 85% of the cost of this increase, with the rest expected to come from increases in tuition revenue. Sixteen positions are grant funded and increases will be paid for by the grants, and the remaining eleven are auxiliary funded and will be paid by the auxiliary. In addition, the contract includes \$56,000 in one-time longevity payments.



**5) Legal Process**

The college negotiates with the Student Support Services Staff Union under the terms of RCW 41.56. Board of Trustees Resolution 2007-04 reserves to the Board the authority to appoint the management negotiating team for collective bargaining, set management objectives for negotiation, and approve final negotiated agreements.

**6) Staff Review**

DK David Kohler, Chief Financial Officer

LU Laurel R. Uznanski, Associate Vice President for Human Resource Services

SMH Susan M. Harris, Executive Associate to the President and Secretary to the Board of Trustees



## EXECUTIVE SUMMARY

**TO:** Board of Trustees  
**FROM:** John Carmichael, President  
**DATE:** June 9, 2023  
**RE:** 2023-2025 Capital Budget Spending Plan

### 1) Administrative Recommendation

- a) Approve the 2023-2025 Capital Budget Spending Plan of \$34,972,000.
- b) Approve the 2021-2023 Capital Re-appropriation Spending Plan of \$9,718,000.

### 2023- 2025 CAPITAL BUDGET SPENDING PLAN

#### *New Appropriations*

##### **Minor Works**

Facilities Preservation	8,365,000
Preventive Facility Maintenance & Building System Repairs	880,000
Minor Works Program	500,000
	<hr/>
	9,745,000

##### **Stand-Alone/Major Capital Projects**

Seminar I Renovation	25,227,000
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<b>Total New Appropriations</b>	<hr/> <b>34,972,000</b>
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#### *Reappropriations from 2021-2023*

Minor Works Preservation	9,718,000
Minor Works Program	000

<b>Total Reappropriations</b>	<hr/> <b>9,718,000</b>
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<b>TOTAL 2023-2025 Capital Funding</b>	<hr/> <b>44,690,000</b>
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## **2) Explanation**

- a) Present Policy: At the June 9, 2022, meeting the Board approved the College's proposed Ten-Year Capital Plan (2023-2033) and the 2023-2025 Capital Budget Request for submission to the Governor and Legislature.

The recommended action authorizes staff to spend the funds approved by the Legislature for the 2023-2025 capital programs and re-appropriates funds from the Fiscal Year 2023 budget to the Fiscal Year 2024 budget.

- b) Proposed by William Ward, Chief Administrative Officer

## **3) Scheduling**

The College will prepare the documentation for allotments for the capital budget to be submitted to Governor's Office of Financial Management in July 2023. Upon approval of the allotments, work will begin on the capital projects outlined above.

Some projects will start in July 2023; others will start later in the biennium. Re-appropriated projects started in the current biennium will continue in the new biennium. The Board may be asked to make further approvals on projects. For example, the Board will be asked to approve any contract that exceeds authority delegated to the administration.

## **4) Fiscal Impact**

The college's capital budget is appropriated by the state legislature, drawing primarily from revenue raised through the state Treasurer's bond sales, the building fee collected as part of tuition, and revenue from the timber trust lands managed by the Department of Natural Resources.

## **5) Program Impact**

The allocations funded in this appropriation allow for critical repairs to ensure the preservation of the college's buildings and grounds, maintaining the college's infrastructure, and construction of the renovation on Seminar I.

## **6) Legal Process**

Washington State Law and the Board of Trustees Delegation of Authority require Board approval of the biennial Operating and Capital Budget and spending plans.

## **Staff Review**

DA Dane Apalategui, College Budget Officer

WGW William Ward, Chief Administrative Officer

SMH Susan M. Harris, Executive Associate to the President & Secretary to the Board of Trustees



**EXECUTIVE SUMMARY**

**TO:** Board of Trustees  
**FROM:** John Carmichael, President  
**DATE:** June 9, 2023  
**RE:** 2023-24 Tuition and Spending Plan

1) **Administrative recommendation**

Approve a 3% increase in operating fee for all student classes for the 2023-24 academic year. The proposed tuition increases were first discussed at the public meeting of the Board on January 13, 2023, where we presented a 2.5% increase for resident undergraduate students. Our proposal today calls for a 3.0% increase for resident undergraduate students. All other proposed fee increases discussed at the public meeting of the Board in January have not changed.

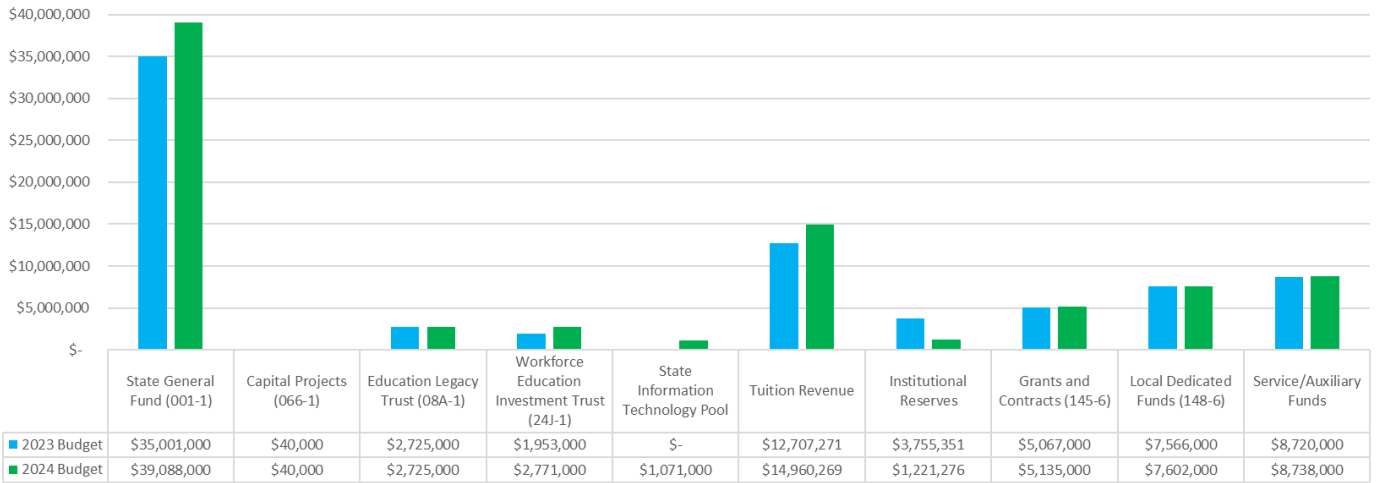
**And**

Approve spending levels for fiscal year 2024 as follows:

<b>College Spending Plan by Fund Type</b>	<b>2023 Budget</b>	<b>2024 Budget</b>
State General Fund (001-1)	\$ 35,001,000	\$ 39,088,000
Capital Projects (066-1)	\$ 40,000	\$ 40,000
Education Legacy Trust (08A-1)	\$ 2,725,000	\$ 2,725,000
Workforce Education Investment Trust (24J-1)	\$ 1,953,000	\$ 2,771,000
State Information Technology Pool	\$ -	\$ 1,071,000
Tuition Revenue	\$ 12,707,271	\$ 14,960,269
Institutional Reserves	\$ 3,755,351	\$ 1,221,276
Grants and Contracts (145-6)	\$ 5,067,000	\$ 5,135,000
Local Dedicated Funds (148-6)	\$ 7,566,000	\$ 7,602,000
Service/Auxiliary Funds	\$ 8,720,000	\$ 8,738,000
	<b>77,534,622</b>	<b>83,351,545</b>

**Note: We are projected to end FY23 with a \$250,000 charge to reserves rather than the original \$3,755,351**

**The Evergreen State College  
Budget Spending Plan by Fund Type**



**2) Explanation**

Previous tuition and fee levels and spending levels were established by Board action in response to proposals developed by staff and recommended by the President. In developing proposals, staff seek to balance affordability, increasing labor costs, and the need to provide quality academic programs and services that support equity and student success.

Tuition is one element that makes up a student’s overall cost of attendance. Room and board, books and supplies, and other expenses also contribute to the cost of attendance. Staff attempt to present all proposed tuition and mandatory fee changes to the Board as a package, so that the cumulative effect on students’ cost of attendance can be clearly discerned. The proposed changes would increase total cost of attendance as shown in Table 4. A full display of Cost of Attendance is included in Appendix A.

The operating fee portion of resident undergraduate tuition may only increase from the prior year at a maximum of the 14-year rolling average in median wage inflation in Washington, which is 3.0% (RCW 28B.15.067). If this authority to increase it is not exercised, the gap cannot be made up in a later year. The anticipated total tuition of \$7,845 equals our 2014-15 tuition rate, which was the year prior to legislative intervention to reduce tuition rates for in-state undergraduates. The Board has authority to set operating fee increases for non-residents and graduate students, and this proposal has not changed from the 3.0% proposed increase vetted with the Board in January for those student fee categories.

The proposed tuition fee changes would increase tuition as shown in Tables 1 and 2.

	<b>Resident Undergraduate</b>	<b>Non-Resident Undergraduate</b>	<b>Resident Graduate</b>	<b>Non-Resident Graduate</b>
Change in Operating fee	3.00%	3.00%	3.00%	3.00%
Change in Building fee	7.10%	7.10%	7.10%	7.10%
Change in Service & Activity fee	4.00%	4.00%	4.00%	4.00%
<b>Total Change</b>	<b>3.28%</b>	<b>3.19%</b>	<b>3.17%</b>	<b>3.15%</b>

	<b>Resident Undergraduate</b>	<b>Non-Resident Undergraduate</b>	<b>Resident Graduate</b>	<b>Non-Resident Graduate</b>
3.0% increase for all student classes	\$ 7,845	\$ 29,826	\$ 12,402	\$ 27,882

In the current academic year, Evergreen’s per credit tuition charges for Washington residents are similar to other regional public institutions and less expensive than the research universities. Our undergraduate non-resident tuition is higher than the regional institutions.

<b>2022-23 Academic Year</b>	<b>CWU</b>	<b>EWU</b>	<b>WWU</b>	<b>TESC</b>	<b>UW</b>	<b>WSU</b>
Resident Undergraduate	\$ 216.00	\$ 235.79	\$ 235.30	\$ <b>235.20</b>	\$ 373.00	\$ 356.93
Non-Resident Undergraduate	\$ 784.30	\$ 825.80	\$ 832.20	\$ <b>967.90</b>	\$ 1,322.90	\$ 879.73
Resident Graduate	\$ 334.92	\$ 422.02	\$ 368.50	\$ <b>387.10</b>	\$ 649.40	\$ 412.20
Non-Resident Graduate	\$ 800.30	\$ 932.91	\$ 791.00	\$ <b>903.10</b>	\$ 1,157.60	\$ 905.43

The small inflationary increases in tuition, a 19% increase in estimated room and board costs, and inflationary adjustments to other costs of living result in a total cost of attendance change of 7.5-10.9% over AY 22-23.

	<b>Resident Undergraduate</b>	<b>Non-Resident Undergraduate</b>	<b>Resident Graduate</b>	<b>Non-Resident Graduate</b>
Changes in Tuition & Mandatory fees	3.28%	3.19%	3.17%	3.15%
Changes in other Costs of Living	14.60%	14.60%	14.60%	14.60%
<b>Total Change</b>	<b>10.90%</b>	<b>7.50%</b>	<b>9.90%</b>	<b>7.70%</b>

### 3) Fiscal Impact

The proposed actions authorize the spending of legislatively appropriated funds and anticipated collections from tuition and fees. The net effect of the proposed changes produces a planned operating budget increase of 15.69%, reflecting a moderate increase in anticipated tuition and fee revenue and state appropriation increases to help fund Compensation increases, Central

Services increases, Correction Education expansion, Student Success initiatives, IT Modernization, and implementation of new laws. To carry out this spending plan, approximately \$1.2 million from reserves may be needed.

4) **Program Impact**

The Legislative funding and tuition from student enrollment increases have negated the necessity to reduce staffing levels. To the contrary, we are projecting 14.25 FTE additional positions to support student success (5.5 FTE), corrections education (1.75 FTE), support positions in Academics (1.0 FTE) and athletics expansion (6.0 FTE).

5) **Scheduling**

Following the Board's approval, the college will finalize notification to students of tuition and fee levels and complete remaining student financial aid packages. This approval finalizes remaining budget policy elements and allows accounting staff to load line-item budget controls in the college's financial system. Finally, this approval allows staff to submit allotment schedules to the Office of Financial Management as required.

6) **Proposed by:** David Kohler, Chief Financial Officer

7) **Legal Process**

The Board of Trustees retains the authority to approve "operational expenditure plans" and to "approve general tuition and mandatory fees" (Resolution 2019-12).

8) **Staff Review**

DK Dave Kohler, Chief Financial Officer

DA Dane Apalategui, College Budget Officer

SMH Susan M. Harris, Executive Associate to the President/Secretary to the Board of Trustees



## EXECUTIVE SUMMARY

**TO:** Board of Trustees  
**FROM:** John Carmichael, President  
**DATE:** June 9, 2023  
**RE:** Proposed Housing and Dining Rates for 2023-24

### 1) Proposed motion

Approve the proposed Housing and Dining Rates for 2023-2024.

### 2) Explanation

#### Housing Rates:

For the 23-24 academic year, Residential and Dining Services is recommending a 7% increase in FY23-24.

<b>Proposed Academic Year Base Housing Rates for 2023-24:</b>	
Apartment double	\$7,080.00
Residence Hall double	\$6,150.00

Comparable rates in our area are \$1,400-1800.00/month for a two-bedroom apartment based on our review of local housing data. This rate increase translates to an additional \$550.00-\$680.00 per year or \$60.00-\$75.00 per month, well below rate increases in the local market. Our proposed rates include water, sewer, garbage, electricity, and internet access which are not typically included in the above rates for the Olympia area. While we must be fiscally responsible, we strive to keep the housing rates as low as possible for students to facilitate access to residential living on campus.

The increase to total revenue is estimated at \$847,600 for FY23-24. The revenue increase in FY23-24 reflects an anticipated increase in student residents from FY22-23 fund after recovery from COVID and an increase in capacity due to the reopening of building A.

The 7% increase recommended for 2023-24 supports:

- \$3,575,000 in deferred maintenance projects and building of the reserve fund for major projects to be completed in the next two years (life cycle furniture replacement, partial coverage of costs for a boiler replacement, etc.)



- Minimum wage increases for student staff (a large part of personnel budget) and other wage increases for professional staff.
- Increase in cost of supplies and replacement items for operating residence halls which have exhibited large inflationary increases this year, over 6%.)
- Increases in labor and materials costs for contracted services.
- Support renovation of Building A to increase capacity and demand.
- Financial health to pay the current bond debt. For FY 2023-24 this will be \$413,441.

**Dining Rates:**

For the 23-24 biennium, Residential and Dining Services is recommending a 9% increase. This is primarily due to extraordinary inflation for food products and labor costs. There are multiple meal plans students can choose to meet a wide range of needs. They include a combination of meals and declining balance options, which is cash to be used in several dining facilities on campus. These will be published on the Evergreen and Aramark website once approved.

The 9% increase recommended for 2023-24 is to support:

- Salary/Benefit changes as minimum wage increases (ARAMARK's union contract calls for \$1.50 an hour over minimum wage.)
- Institutional commitment to *Real Food Challenge*. Emphasizing local/community-based, fair, ecologically sound, and/or humane food purchasing of 28% real food.
- Significant increase in overall cost of food with some products increasing 12% or more.
- Financial health of our dining program and reserve account. There is expensive machinery at the end of its life cycle that needs to be replaced (i.e., commercial dishwasher.)

**3) Proposed by:**

Susan Hopp, Interim Director of Residential and Dining Services  
Holly Joseph, Dean of Students

**Staff review:**

DK Dave Kohler, Chief Financial Officer

SMH Susan M. Harris, Executive Associate to the President & Secretary to the Board of Trustees



## EXECUTIVE SUMMARY

**To:** The Evergreen State College Board of Trustees

**From:** John P. Carmichael, President

**Date:** June 9, 2023

**Subject:** 2023-2024 Intercollegiate Athletics Budget

1) **Proposed Motion**

Approve the 2023-24 Intercollegiate Athletics Budget (see attached detail).

2) **Explanation and Background:**

In 2018, the legislature required boards of trustees to specifically approve in an open public meeting the annual budgets for its programs for intercollegiate athletic competition in advance of any expenditure for that fiscal year (RCW 28B.15.120).

The proposed budget includes the 2023-2024 revenue and spending plan for the Intercollegiate Athletics program at Evergreen. This plan includes funding for 11 competitive teams and costs related to the support of the overall program. Evergreen Athletics includes: Men's and Women's Basketball, Men's and Women's Soccer, Men's and Women's Track and Field, Men's and Women's Cross Country, Men's and Women's Wrestling and Women's Volleyball. Evergreen is a member of the Cascade Collegiate Conference (CCC) and the National Association of Intercollegiate Athletics (NAIA).

3) **Legal Process:**

The Board of Trustees retains the authority to "approve general tuition and mandatory fees" (Resolution 2007-04).

4) **Proposed by**

Elizabeth McHugh, Director of Student Wellness, Recreation and Athletics  
Holly Joseph, Dean of Students

5) **Funding Recommendation for Intercollegiate Athletics**

<b>Intercollegiate Athletics 2023-2024 Budget</b>			
<b>Expense (FTE)</b>	<b>Amount</b>	<b>Revenue</b>	<b>Amount</b>
Business Operations Manager (.25)	19,151	Institutional Operating Athletics Budget	1,065,459
Director SWRA (.25)	50,232	S&A Athletics Budget	110,000
Assoc Director Athletics (1.0)	109,215	Revenue from Contracts and Rentals	329,775
Rec & Athletics Specialist 1 (0.5)	35,722	<b>Total</b>	<b>1,505,234</b>
Head Men's & Women's Soccer Coach (1.0)	84,893		
Assoc Men's & Women's Soccer Coach (.55)	49,909		
Women's Volleyball Coach (.55)	53,124		
Women's Basketball Coach (.55)	53,124		
Men's Basketball Coach (.55)	53,124		
Men's Wrestling Coach (.55)	53,124		
Women's Wrestling Coach (.55)	53,124		
Cross Country and Track and Field Coach (1.0)	84,893		
Sports Information Director (.92)	77,833		
Athletic Training (1.84)	155,666		
JV Men's Basketball Assistant Coach	10,000		
Assistant Coaches (2.25)	90,000		
Game Management hourly staff	12,500		
Team Pre-Season Travel	29,850		
Team In-Season Travel	170,000		
Team In-Season Bus Travel	50,000		
Team Post-Season Contingency Travel	8,000		
Referee Services and Entrance Fees	29,000		
Athletic Equipment/Uniforms	40,500		
General Goods & Services	29,850		
Sports Medicine Goods & Services	3,150		
Insurance	54,000		
NAIA & CCC Dues	35,500		
NAIA & CCC Video Platform	4,250		
Website Contract	5,500		
<b>Total</b>	<b>1,505,234</b>		

6) **Staff review**

DK Dave Kohler, Chief Financial Officer

SMH Susan M. Harris, Executive Associate to the President/Secretary to the Board of Trustees



## EXECUTIVE SUMMARY

**To:** Board of Trustees

**From:** John P. Carmichael, President

**Date:** June 9, 2023

**Subject:** 2023-2024 Services and Activities Fees Budget

### 1) Proposed motion

Approve the 2023-2024 Services and Activities Fee amended budget as developed by the College and the Services and Activities (S&A) Fee Allocation Board (see attached detail). The budget includes a recommendation for one-year funding for Tier One programs and Tier Two student organizations as well as a 4% increase in the S&A fee.

### 2) Explanation and Purpose

Services and Activities Fees are defined in RCW 28B.15.041 to mean “Fees other than tuition fees charged to all students registered at the state colleges and universities. Services and activities fees shall be used for the express purpose of funding student activities and programs.” The RCW also authorizes the expenditure of services and activities fees for the acquisition, construction, equipping and betterment of lands, buildings, and facilities.

At Evergreen, Services and Activities Fees are used to fund a broad spectrum of programs and organizations. All funding is for the purpose of meeting the diverse needs of the Evergreen student body.

RCW 28B.15.004 and RCW28B.15.045 establish procedures for development and approval of expenditure plans for services and activities fees. The statutes require Board of Trustees approval of those plans. Guidelines governing the establishment and funding of programs supported by Services and Activities Fees were adopted by the Board of Trustees at the July 14, 1993 meeting. Revisions to the Services and Activities Fee Allocation Board Institutional Guidelines were approved by the Board of Trustees in 2002 and again in 2008.

Criteria for the annual Services and Activities Fee allocation review were developed by the S&A Board. As part of this annual process, orientation and training was provided in the areas of budgeting, group communication, inclusion, and dynamics, consensus decision-making, relevant case law, and the history of student activities fee use both locally and nationally.

### **3) Funding Recommendation for Services & Activities Fees**

The College administration and the S&A Board worked closely with S&A funded programs to create this budget recommendation. The budget is positioned to provide core services attending to the highest needs and interests of our students. The process required strengthening existing partnerships and offers a fiscally responsible approach including targeted adds, reductions, and one-time reserve mitigations.

The proposed budget includes continued funding for Tier One activities, which includes the Children's Center, KAOS-FM, Student Wellness, Recreation & Athletics (SWRA), Student Activities Administration, College Activities Building (CAB), and the Native Pathways & Tacoma S&A Committees. The S&A Board completed its budget review of the Tier One programs on April 12, 2023.

The funding recommendation also includes Tier Two funding for registered student organizations (RSOs), resources that support the registered student organizations, and a special initiative fund.

The S&A Board completed its initial budget review of the registered student organizations on April 29, 2023, and finalized the budget at their May 15, 2023 meeting. This attached budget is the final recommendation from the S&A Board for 2023-2024. A full list of the current registered student organizations can be viewed on the Student Activities website: [www.evergreen.edu/activities](http://www.evergreen.edu/activities). The S&A Board looks forward to funding additional clubs and organizations this upcoming year through the special initiative process.

As also stated in the college budget proposal, the S&A Board budget recommends an increase to the S&A Fee for 2023-2024 at 4%. Each full-time student pays an annual (Fall, Winter, Spring) average of \$759 per year. This will increase to \$789 with the 4% increase. The projected net revenue from S&A fees for FY23 is expected to be \$1,425,711, which includes \$50,000 of summer quarter revenue.

After the proposed fee increase, we estimate that the S&A fee will cover the budget except for \$150,000, which would be drawn from the college's operating budget reserve. The S&A Board prioritized making progress on reducing the deficit, and this budget has reduced the annual deficit from \$350,000 in fiscal year 2023, to an estimated \$150,000 for fiscal year 2024.

**2023-2024 S&A Budget as recommended by the S&A Board on May 15, 2023**

<b>S&amp;A Funded Programs and Organizations</b>	<b>Expenditures</b>	<b>Revenue</b>	<b>S&amp;A Fees Needed</b>
Student Activities Admin	\$389,600	\$25,500	\$364,100
College Activities Building	\$136,000	\$0	\$136,000
Children's Center	\$1,306,762	\$1,041,543	\$265,219
KAOS-FM	\$191,498	\$51,902	\$139,596
CRC Operations	\$160,627	\$0	\$160,627
Athletic Program	\$110,000	\$0	\$110,000
Recreation Program	\$11,000	\$0	\$11,000
TOP: The Outdoor Program	\$22,070	\$0	\$22,070
Cooper Point Journal	\$44,589	\$2,550	\$42,039
Tacoma S&A	\$74,514	\$0	\$74,514
NPP Student Government	\$48,025	\$3,000	\$45,025
MISC: Business Services Recharge	\$22,400	\$0	\$22,400
<b>Registered Student Organizations (RSO) below:</b>			
<u>RSO: Chibi Chibi Con Committee</u>	<u>\$6,486.00</u>	<u>\$0</u>	<u>\$6,486.00</u>
RSO: Gaming Guild	\$3,990.00	\$0	\$3,990.00
RSO: Ultimate Frisbee	\$900.00	\$0	\$900.00
RSO: SCARF: Students for Community Agriculture & Regenerative Farming	\$13,248.00	\$0	\$13,248.00
RSO: Arcade Projects	\$4,635.00	\$0	\$4,635.00
RSO: Slightly West	\$3,100.00	\$0	\$3,100.00
RSO: Bike Co-Op	\$5,945.00	\$0	\$5,945.00
RSO: La Familia	\$2,754.00	\$0	\$2,754.00
RSO: Furry Club	\$4,455.00	\$0	\$4,455.00
RSO: Yoga Club	\$4,236.00	\$0	\$4,236.00
RSO: Giant Clam Improv	\$6,086.00	\$0	\$6,086.00
RSO: Justice Involved Student Group	\$3,158.29	\$0	\$3,158.29
S&A Board Olympia	\$24,084.00	\$0	\$24,084.00
MISC: Supply Line	\$6,000.00	\$0	\$6,000.00
MISC: RSO Phones	\$2,600.00	\$0	\$2,600.00
MISC: Startup Budgets	\$2,150.00	\$0	\$2,150.00
FY24 Special Initiative Fund	\$66,172.71	\$0	\$66,172.71
Supplement Revenue with College Reserves	\$0	\$0	-\$150,000
Contingency			\$23,110
<b>Total</b>	<b>\$2,677,085</b>	<b>\$1,124,495</b>	<b>\$1,425,700</b>

**4) Proposed by:**

Kayla Mahnke, S&A Board Advisor and Director of Student Activities  
 Andy Corn, Associate Dean of Student Affairs  
 Holly Joseph, Dean of Student, Student Affairs

**5) Staff review**

DK Dave Kohler, Chief Financial Officer

SMH Susan M. Harris, Executive Associate to the President/Secretary to the Board of Trustees

June 6, 2023

Board of Trustees Meeting

Campaign Update

(click on the link below)

1. [Campaign update](#) by Vice President for Advancement and Executive Director of the Evergreen State College Foundation [4:19]

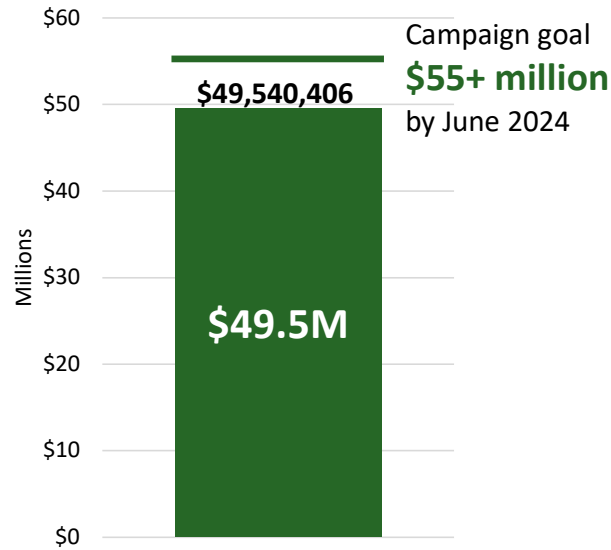
# Forever GREEN

## Campaign Progress as of May 31, 2023

The Evergreen State College and The Evergreen State College Foundation

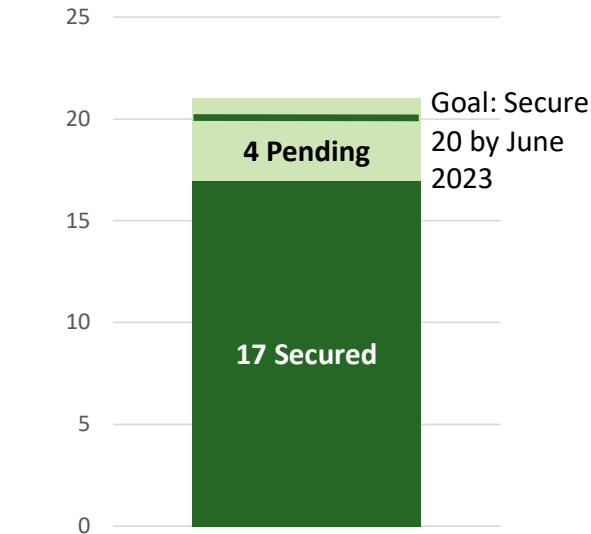
### Campaign Total

Major gift phase goal achieved: +\$46.75M by June 30, 2023



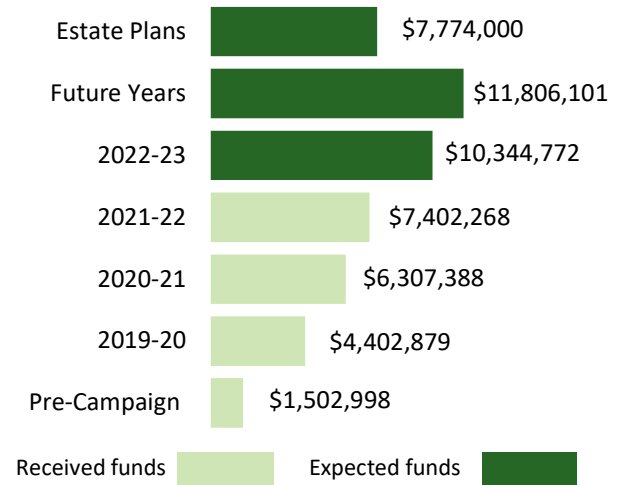
### \$50k+ New Campaign Commitments

Major gift phase: Secure 20 by June 30, 2023

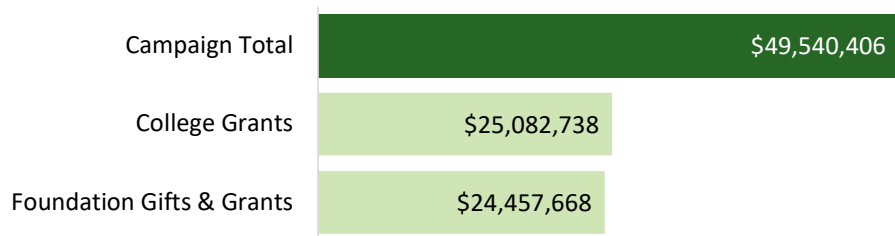


### Timing of Gift and Grant Payments

When gift and grant payments are received by Evergreen

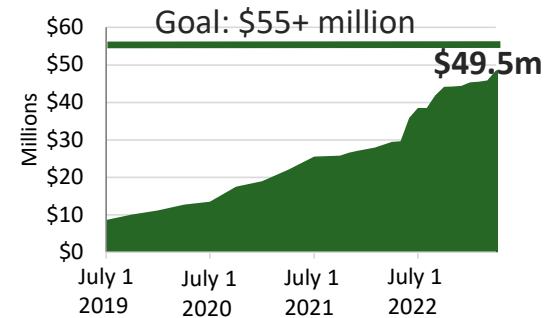


### Campaign Commitments: College and Foundation



Campaign goal  
**\$55+ million**  
by June 2024

### Campaign Annual Progress





# Year-to-Date Highlights 2022-23

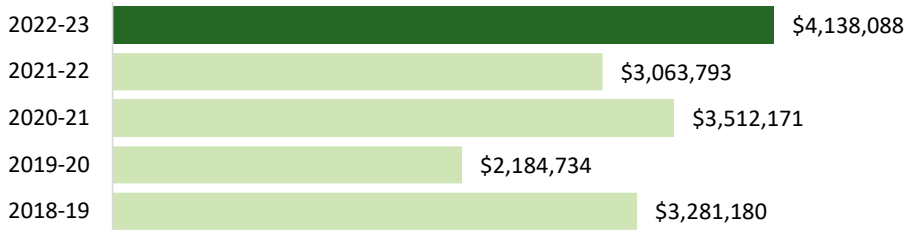
## New Pledges

*New pledges and planned gift commitments made; may be received in future years*



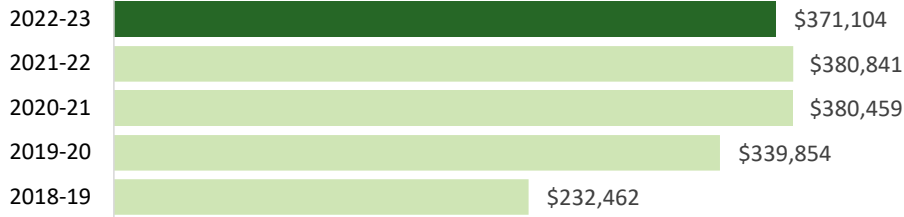
## Foundation Total Raised

*Gifts received and pledge payments to be received by June 30*



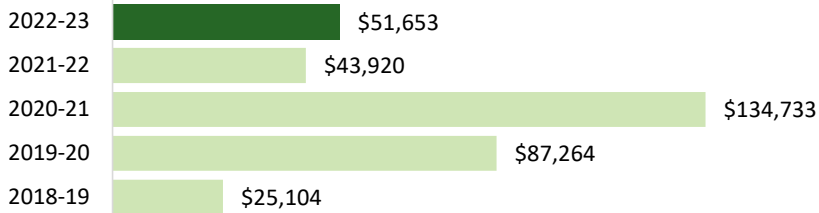
## Annual Giving Received

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



## Student Emergency Fund Received

*Gifts received by May 31*



## Notable Gifts and Grants in 2022-23

- \$ **2.1M** grant commitment for holistic advising
- \$ **1.5M** grant commitment for Upward Bound Tacoma
- \$ **1.5M** grant commitment for Upward Bound Clover Park
- \$ **1.0M** estate commitment to media internships
- \$ **1.0M** pledge and estate commitment for new Angel Fund
- \$ **989,730** grant payment for energy conservation
- \$ **800,000** grant payment for Indigenous arts
- \$ **600,000** estate commitment for scholarships
- \$ **590,000** estate gift received for Evergreen Scholarship Fund Endowment
- \$ **380,000** estate commitment to scholarships
- \$ **250,000** grant payment for s'g'wi g'wi ṽ altx'w House of Welcome capacity building
- \$ **250,000** gift for Evergreen website redesign
- \$ **203,520** grant commitment for AmeriCorps
- \$ **150,000** estate commitment to scholarships, internships and community projects
- \$ **150,000** gift for media internships
- \$ **150,000** pledged for new athletics teams
- \$ **132,500** grant payment for s'g'wi g'wi ṽ altx'w House of Welcome support
- \$ **125,000** grant payment for Indigenous arts support
- \$ **100,000** pledged for Sara Ann Bilezikian Emergency Fund Endowment
- \$ **93,000** grant payment received for homeless and foster care pilot project
- \$ **52,877** estate gift received for Joyce & Alan Irvine Independent Learning Fund
- \$ **50,000** grant payment received for tribal education and leadership programs
- \$ **50,000** received for the Evergreen Fund
- \$ **45,000** received for Legacy Garden

## Art of Giving Received and Pledged

*Includes Evergreen Scholarship Fund gifts received by June 30. For 2022-23, excludes \$5,600 to other scholarships and \$22,244 in pledges to be paid after June 30.*

