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1939 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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CENTRAL WASHINGTON COLLEGE OF EDUCATION
Minutes of the Special Meeting of the Board of Trustees
March 30, 1939

A special meeting of the Board of Trustees of Central Washington College of Education was called for March 30, 1939 at two p.m. in the office of the President. Those present were V. J. Bouillon, Chairman; R. C. Sinclair; Robert E. McConnell, President; and Kenneth Courson, Secretary to the Board of Trustees.

Bids were opened for the furnishing of equipment for the Training School Building. Bids were received as shown on the attached tabulation.

The basic bid of Northern School Supply Co. of Portland, Oregon, in the amount of \$2141.13, being low, the following resolution was proposed:

WHEREAS, bids received for the construction of equipment for the Training School Building at Ellensburg, State of Washington, have been duly opened, read and compared, and it appears that the Northern School Supply Company of Portland, Oregon, is low bidder, after taking alternate deductions; and

WHEREAS, such bid is within the available funds of the Training School Building Project - Washington Docket Number 1524-F;

NOW, THEREFORE, BE IT RESOLVED that a contract for the construction of said equipment for the Training School Building be and the same is hereby awarded to the Northern School Supply Company of Portland, Oregon, for the sum of two thousand one hundred forty-one dollars and thirteen cents (\$2141.13) such sum being the basic bid of said bidder, totaling the sum of two thousand one hundred forty-one dollars and thirteen cents (\$2141.13); provided, this award shall not be effective until the awardee shall have been notified in writing by the President of the Central Washington College of Education of the award;

BE IT FURTHER RESOLVED that R. E. McConnell, President, and V. J. Bouillon, Chairman of the Board of Trustees of said Central Washington College of Education, be and they are hereby authorized to execute such construction contract and any other documents, agreements or instruments in connection therewith for and on behalf of said Central Washington College of Education.

It was moved by Mr. Sinclair that the resolution be adopted. The resolution was adopted unanimously.

Since no alternate bid was proposed by the Northern School Supply Company on the ninety-six dining room chairs which were included in the basic bid, they proposed to furnish chair #1311 as manufactured by the Standard School Equipment Company, Inc. of Siler City, North Carolina, which chair meets specifications in every respect.

Discussion was held relative to the budgets for the biennium 1939-41. A need for additional instructional help was expressed by President McConnell. It was moved by Mr. Sinclair that the President be given power to employ four new staff members for

departments where needed. The motion was carried unanimously. It was moved by Mr. Sinclair that the salary of Kenneth Courson be increased to \$3500.00 per year, beginning April 1, 1939. The motion was carried unanimously.

The attached resolution pertaining to faculty employment was discussed and it was moved by Mr. Sinclair that the resolution be adopted. The motion was carried unanimously.

The meeting was adjourned.

Respectfully submitted

Kenneth Courson

KENNETH COURSON, Secretary to the Board of Trustees

1. Between the ages of 65 and 70, retirement to half-time service or leave, with adjustment of salary, shall be granted upon the request of the individual or upon the recommendation of the Board of Trustees, upon the recommendation of the individual concerned in normal circumstances of his mental and physical powers.
 2. On the completion of the school year next following the attainment of the age of 70, retirement to half-time service, or leave, shall be mandatory.
 3. For those persons who, at the time of the passage of this resolution, shall have passed the age of 70, partial or full retirement shall be provided upon the recommendation of the president, to take effect as soon as possible, consistent with due consideration for the personal circumstances of the individual to be retired.
- II. Resolution pertaining to leaves of absence, effective June 1, 1939: Until such time as funds may be available for the purpose of instituting a regularly scheduled leave of absence policy, the following plan shall be instituted. Leaves of absence with pay may be granted through a cooperative arrangement within divisions of instruction and with the approval of the president and subject to the following regulations:
1. A leave of three academic years is necessary to qualify for a leave of absence either with or without pay.
 2. Temporary employees and those on nine months' appointments shall not be eligible for leaves of absence with pay.
 3. The necessary programs of instruction in all departments shall be offered for the benefit of students; i.e., leaves of absence shall not interfere with the scheduling of required courses.
- III. Resolution pertaining to employment of married women, effective October 1, 1939: Married women and wives of members of the teaching staff shall not be employed as full-time teachers. They may serve only as temporary, part-time or substitute teachers in emergency situations. Individuals under the above classification, who are now employed, may serve a period of twelve months thereafter to adjust themselves to this policy.

Bulletin
from
Office of the President

RESOLUTIONS BY THE BOARD OF TRUSTEES PERTAINING TO FACULTY EMPLOYMENT:

I. Resolution pertaining to retirement, effective October 1, 1939: Until such time as the Central Washington College of Education shall have maintained for at least ten years a contributory retirement system for members of its faculty, the following system of partial retirement shall be established, in each case assuming that the individual concerned is in normal possession of his mental and physical powers:

1. Between the ages of 65 and 69, inclusive, retirement to half-time service or less, with adjusted salary, shall be available upon the request of the individual to be retired, or operative after one year's notice, upon the recommendation of the president.
2. On the completion of the school year next following the attainment of the age of 70, retirement to half-time service, or less, shall be mandatory.
3. For those persons who, at the time of the passage of this resolution, shall have passed the age of 70, partial or full retirement shall be provided upon the recommendation of the president, to take effect as soon as possible, consistent with due consideration for the personal circumstances of the individual to be retired.

II. Resolution pertaining to leaves of absence, effective June 1, 1939: Until such time as funds may be available for the purpose of reinstating a regularly scheduled leave of absence policy, the following plan shall be instituted. Leaves of absence with pay may be granted through a cooperative arrangement within divisions of instruction and with the approval of the president and subject to the following regulations.

1. A tenure of three academic years is necessary to qualify for a leave of absence either with or without pay.
2. Temporary employees and those on nine months' appointments shall not be eligible for leaves of absence with pay.
3. The necessary programs of instruction in all departments shall be offered for the benefit of students; i.e., leaves of absence shall not interfere with the scheduling of required courses.

III. Resolution pertaining to employment of married women, effective October 1, 1939: Married women and wives of members of the teaching staff shall not be employed as full-time teachers. They may serve only as temporary, part-time or substitute teachers in emergency situations. Individuals under the above classification, who are ~~not~~ employed, may have a period of twelve months thereafter to adjust themselves to this ruling.

Bids of Equipment for Training School Building - Ellensburg, Wash.

Contractor	Basic Bid	Stage Equip.	Aud. Seats	Arts & Crafts Benches	Dining Tables	Serving Tables	Dining Chairs
Northern School Supply	2141.13	464.63	881.00	289.20	411.20	95.10	----
John W. Graham	-----	650.60	998.80	313.60	548.40	202.35	268.80
B. F. Shearer Co.	2560.25	488.00	874.30	290.40	492.80	96.03	318.72
Lowman & Hanford	-----	-----	1049.20	304.40	540.80	106.50	350.40

464.63
 874.30
 289.20
 411.20
 95.10
 268.80

 2403.28
 2141.73

 262.10

Respectfully submitted