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1959 - Board of Trustee Meeting Minutes

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MINUTES OF THE MEETING

November 20, 1959

A meeting of the Board of Trustees was held Friday, November 20, 1959, at eight p.m., in the Edmond Meany Hotel in Seattle. Present Mr. V.J. Bouillon, Chairman, Dr. Roy Patrick Wahle, Vice Chairman, Mr. Herbert Legg, Dr. Archie Wilson, Mrs. Selma Therriault, Mr. Perry Mitchell, Acting President, Mr. Kenneth Courson, Secretary, Mr. Ed Erickson, Dr. Keith Rinehart, Dr. Maurice Pettit, Mr. John Culler.

MOTION NO. 227. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that the minutes of the meeting of October 23, 1959 be approved. Motion carried.

Mr. Mitchell stated that since written information had been supplied to the Board members on Item II - A (Meetings of Administrative Council) no action needed to be taken relative to this matter.

Mr. Legg suggested that, in connection with Item II - D (Dedication of new Health and Physical Education Building), a special invitation be extended to the legislators in the surrounding area since they are the people who assist in making funds available for the building program. He also suggested that these special guests be seated in a special area at the dedication services. Mr. Mitchell stated that the tentative plans are fully drawn, including the plans for the brochure and the invitations. The date has been set for the evening of February 5, 1960.

The matter relative to the irrigation water problem on the property belonging to Mr. Klampher was discussed. Mr. Mitchell stated that Mr. Bechtel had been requested to notify Mr. Klampher of the disposition of this matter. Mr. Bouillon stated that Mr. Klampher had contacted him regarding this matter, since he had not received a satisfactory answer. Mr. Mitchell stated that he would write a letter to Mr. Klampher informing him of the arrangements made. Mr. Legg asked whether or not Mr. Klampher had an established water right. He felt a concern that, while it was a small matter now, later great inconvenience could result unless all facts were properly handled at this time. He felt that the letter to Mr. Klampher should point out that this does not necessarily admit that he does have a water right.

Dr. Wahle asked if the College construction plans interrupted the use of water that Mr. Klampher formerly had. Mr. Bouillon explained that Mr. Klampher has five acres of land watered by a lateral ditch from the Cascade Canal, and when the ground for the Physical Education building was prepared it cut across the ditch and the use of the water was interrupted.

Mr. Mitchell explained that he had been informed by Mr. Bechtel that Mr. Klampher had at one time received water through the Jacobsen prop-

erty north of his own, and that later Mr. Jacobsen had discontinued this practice. The water going into the ditch, at the point where the Physical Education building was constructed, was waste water and this was used for irrigation purposes on Mr. Klampher's property. During the two year construction period Mr. Klampher was unable to make use of the land, and he had been assured by Mr. Bechtel that since the College has a pumping system he would be allowed use of the water as soon as the project was completed. There was a question as to whether or not Mr. Klampher had established a firm right to water from this ditch. He did not get a firm statement from the College relative to the matter. If he is to use the water, it will have to be directed across College property to his land.

Mr. Legg was concerned with problems that might arise in the distant future over this water situation. Mr. Courson explained that the property of Mr. Klampher is within the area to which the College will be expanding in the foreseeable future. Also he stated that waste water was all that Mr. Klampher used. Dr. Wahle stated that he would concur with Mr. Legg that it would be well to have a statement made that it is not the intention of the Board to be anything but a good neighbor, and this would not imply a legal commitment of any kind.

Dr. Wilson asked for an explanation of "Language Laboratory Units" as mentioned in Item II - E on the agenda. Mr. Mitchell stated that the Language Laboratory Unit will be housed in the new library building. He stated that the only reason this matter had been brought up for discussion was because the enrollment in languages was unusually heavy this year. Dr. Wahle stated that the important factor is that the schools are now very generally adopting the language laboratory and, therefore, it would be important that teacher colleges adopt this plan. As yet this program is in a very experimental stage. It will be shown, however, that this program has a useable purpose similar to other kinds of educational aids, and will be a very valuable asset in language instruction.

MOTION NO. 228. It was moved by Dr. Wahle, seconded by Dr. Wilson, that the reports under Item II of the agenda be accepted. Motion carried.

Mr. Courson asked if the written reports furnished to Board members should not be attached to the minutes of the meeting in order to make the minutes meaningful. Mr. Mitchell explained that it would not be necessary, since this information was for Board members only.

MOTION NO. 229. It was moved by Mrs. Therriault, seconded by Dr. Wahle, that the agenda as printed be accepted. Motion carried.

Mr. Legg asked if the agenda included, by implication, additional new business, since there are other items which may be presented by Board members. The answer was Yes.

Dr. Wahle asked if Item III - A (Travel Regulations Memorandum, Communication Report #1) affected the Board members. The answer was Yes. A question was raised relative to the time element which regulates whether or not certain items can be reimbursed, and Mr. Courson answered that this particular part of the regulation would not apply to Board members.

Mr. Mitchell asked Mr. Courson to give the background information

relative to the problem confronting the College in Item III - B (Letter from Attorney General, Communication Report #2). Mr. Courson stated that the legislature had provided the appropriation for Health and Physical Education Building facilities in two separate funds, \$122,000.00 for equipment in the building and \$92,000.00 for landscaping for field facilities. The budget which was submitted to the legislature by the College was broken down into separate categories. Each item of equipment was listed and justified. In the \$92,000.00 there were five items listed: irrigation system, bleachers for football field, five tennis courts, fencing of football field and development of play area. Mr. Nicholson reported that he desired, instead of some items requested, resurfacing of the track which would cost approximately \$20,000-25,000, and he suggested that certain items be eliminated from the original request so that this more important item could be included. Mr. Courson stated that he had talked with Central Budget Agency in Olympia previously and they had stated that the budget in this matter as presented by the College was accepted by the legislature because each item was justified. Since the two items were combined, Mr. Courson felt there might be a possibility that a switch in the use of the funds could be made, and he was advised by the Attorney General that this is legally possible to do. However, at a meeting of the Administrative Council a motion was passed stating that we should proceed as our budget was presented to the legislature, and anything left over could be used for developing the track.

Mr. Legg asked for comment on the question as to whether or not someone in the Budget Office has to approve these projects. Mr. Courson stated that the Budget Office no longer approves these matters. The institution has full responsibility for carrying out these matters in accordance with the budget as submitted and approved by legislature. Dr. Wahle asked if, by this interpretation, the College could take items from operational funds and apply them to other programs. Mr. Courson answered that programs cannot be switched from one to another without approval of the Central Budget Agency. He also explained that with the present accounting system there is postaudit only.

Mr. Legg asked if it would be necessary to take action on Item III - C (letter from Mr. Stewart, Carpenters' Union, Communication Report #3). Mr. Bouillon felt that it would be well to establish some procedure in this matter. He stated that it might be well to designate someone to get the pertinent facts and present them to the Board at a later meeting.

Mr. Erickson stated that Mr. Stewart was very much concerned because the Vandivort Construction Company was employing Wenatchee carpenters and laying off local carpenters; and he felt that it might result in a jurisdictional dispute. Mr. Erickson suggested to Mr. Stewart that other contracts on campus would be coming up shortly, and that a jurisdictional suit might be detrimental rather than a solution to the problem. As it now stands, the problem has solved itself, since the Vandivort Company was not one of the low bidders on the Education and Psychology Building. All other contractors have employed local men. Mr. Legg stated that he would like to have it entered on the records that the College serves the entire state.

Dr. Wahle asked if the letter from Mr. Stewart would have to be acknowledged, since the problem has resolved itself. Mr. Bouillon stated that someone should advise Mr. Stewart that his letter has had the attention of the Board, but further action does not seem to be necessary.

MOTION NO. 230. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that the Board acknowledge receipt of Mr. Stewart's letter, explaining that the Board does understand the problem. Motion carried.

Mr. Bouillon referred back to the minutes of the Board meeting of October 23, 1959 relative to Motion No. 218 (Agenda Item IV - A - Motion No. 218 - Presentation of Information on CWC Students and Faculty). Mr. Legg asked if the only action needed at this time was the acceptance of the report as presented to Board members.

MOTION NO. 231. It was moved by Mr. Legg, seconded by Dr. Wahle, that the progress report on Item IV - A (Presentation of Information on CWC Students and Faculty) be accepted. Motion carried.

Mr. Legg suggested that some of the material included in the aforementioned report may need to be made available to the secretary for a summary in the minutes. Mr. Mitchell stated that he was indicating that some of this material was not available at the present time. Mr. Legg further asked how the secretary could explain in the minutes relative to this matter unless the material is attached to the minutes. Dr. Wahle stated that that point was valid, however, reports can contain privileged information.

Dr. Wilson asked from which budget the money for the publication of the History of the College would be derived. Mr. Courson answered that this money could come from the General Administration Program Budget - Account No. 308. Dr. Wilson further asked how the published edition would be distributed or sold. Mr. Courson stated that it was the opinion of Dr. Mohler, the author, that there would not be much sale for the History, but should be distributed free to some libraries. Dr. Wahle recalled that at a previous meeting of the Board it had been agreed that publication of the History should proceed whether or not there was expectation of any sale. The purpose of the publication is to preserve this document as a service to the College.

Mr. Mitchell stated that it appeared that the only problem regarding the publication of the History was that of the cost. He read Motion No. 215 (Minutes of October 23). He stated that the cost has not been estimated recently, and it has not been determined from what source the funds are to be made available. Mr. Bouillon stated that the Board had a letter from Mr. Wm. Read, at the University of Washington Press, but that is now two years old and, therefore, of little value now. Mr. Mitchell stated that Mr. Courson's report explains the situation as far as we have been able to go. Mr. Bouillon stated that we will have to postpone action for another meeting of the Board. Mr. Courson stated that he felt the step relative to funds should be taken now. Dr. Wilson stated that it seemed important to proceed with the publication of this book. It does not need to be an exotically bound volume, but should be attractive and of a good quality. Also he raised a question as to the possibility of requesting prices from other publishers. Dr. Wahle felt that it would be well to ask the administration to seek bids or affirmations or some kind on the cost. Mr. Bouillon asked what funds were available for publishing the book. Mr. Courson stated that shown on the latest monthly report is a reserve fund of \$108,000.00. This reserve fund must provide for the various needs of the College for the next eighteen months. An item of \$6,500 for painting the gymnasium has already been taken from this account, and a change order

for \$1,200 for Bassetti & Morse, as Campus Planners to carry on their work, has been set aside from this fund also. Mr. Bouillon asked if these were both State and Local funds. Mr. Courson answered that it was General Administration Fund and includes both State and Local Funds. Dr. Wilson asked what needs would have to be met with the original sum of \$108,000.00 in the next eighteen month period. Mr. Courson answered that this reserve fund must cover new staff, payroll changes, etc. for the next eighteen months, and that as yet, he did not think Mr. Mitchell had time to study that situation and determine needs for that period. Dr. Wahle stated that it appeared to him that an item of approximately \$4,000 would need to be anticipated for the publication, and it would be well to await the analysis of the President before determining whether or not this amount could be wisely expended at this time. He suggested that such a report be forthcoming and await a recommendation.

MOTION NO. 232. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that the Acting President advise the Board of the feasibility of using funds from the reserve fund of the budget for the publication of the History of the College by Dr. Mohler. Motion carried.

Mrs. Therriault asked if now was the first time the College had a definite program procedure for sabbatical leave. Mr. Bouillon stated that sabbatical leaves for staff were authorized by the last session of legislature. Mr. Legg suggested that perhaps someone from the faculty present at today's meeting might wish to comment regarding sabbatical leaves.

Dr. Rinehart, Chairman of the Faculty Council, explained relative to the matter of the discussion and work done on sabbatical leaves stating that Sarah Spurgeon was Chairman of the Committee for Sabbatical Leave, but due to her prolonged illness, Mr. Jim Nylander had carried through on the matter. It was necessary to have the sabbatical leave procedure passed by the Faculty Council by a two-thirds vote. A meeting of the faculty was called to pass on the amendment to the Code, and having passed the faculty, it is now being presented to the Board for final approval.

Dr. Wilson recalled that at the meeting of the Joint Boards in April an agreement was made that the three colleges of education would coordinate their policies relative to sabbatical leave. Dr. Wahle stated that he felt the document as presented by the Faculty Council was a very agreeable one, however, there was a gentlemen's agreement between the three colleges to attempt to be in agreement on a policy to be accepted by all. Dr. Rinehart stated that one of the colleges already had one faculty member on sabbatical leave. He added that he had received a letter from the Chairman of the Committee of Nine requesting that the colleges get together and discuss sabbatical leave. Central had already gone ahead in preparing its policy.

Dr. Wahle felt that the faculty at Central should not suffer a delay in view of the dilatoriness of the other colleges. His question was whether or not there was a way that this policy might be adopted, with the Board's understanding that if some problem should arise, this matter of sabbatical leave could be reopened by the President, and the faculty may now proceed on the established policy. Dr. Rinehart suggested that perhaps this policy should not be made a part of the Code. Dr. Wahle felt that it could be made a part of the Code at a later date.

Mr. Legg asked if it was anticipated that faculty members would be taking advantage of the sabbatical leave privilege. Dr. Rinehart stated that several faculty members will apply this year to take sabbatical next year. Some are quite interested.

Dr. Wahle stated that the sabbatical leave policy would not be incorporated into the Code until the Board has communication with the other colleges in regard to the matter. Although the College can grant sabbatical leaves as it now reads, there is not money available for leaves. The committee will have to bring recommendations to the Board.

Mr. Courson stated that funds for sabbatical leaves will need to be considered when Mr. Mitchell evaluates the reserve fund. Dr. Wahle stated that in subsequent years provision will have to be made in the budget request for sabbatical leaves.

MOTION NO. 233. It was moved by Mrs. Therriault, seconded by Dr. Wahle, that the Board accept the plan for sabbatical leave as provided by the Faculty Council, with the understanding that it is not to be construed as an amendment to the Faculty Code. Motion carried.

MOTION NO. 234. It was moved by Dr. Wahle, seconded by Dr. Wilson, that the report of the Acting President relative to the salary increase of John O'Connell be accepted. Motion carried.

Mr. Legg stated that it is the desire of the Washington State Federation of State, County and City Employees Union that they receive the minutes of all Board meetings. However, he felt that the minutes should not be supplied to the Union until they are officially approved by the Board of Trustees. Mr. Bouillon stated that there was no Board policy that minutes be supplied to the Union. Dr. Wahle stated that there is a simple point of procedure as followed by other public bodies. He felt that if the minutes were placed in certain acceptable public places that should suffice as far as these groups are concerned. Otherwise distribution of the minutes could become an endless burden.

Mr. Legg stated that one of Mr. Schut's concerns is that he is in Olympia and the information he feels he needs relative to his work with the College group is not readily available. Mr. Legg further stated that if the minutes are approved, and since they are public records, the Board is under obligation to supply them to anyone who makes request for a copy. A fee could be charged for this service, however. The only request received so far is the one made by Mr. Schut. Dr. Wahle suggested that certain people making request for the minutes could be put on a mailing list.

Mr. Courson stated that at the present time the minutes are supplied to the other two colleges of education (seven to each), as well as to Central's Board members, one copy to the Library on campus, and extra copies are kept on file in the Business Office. Thirty-five copies are presently being made for each meeting.

MOTION NO. 235. It was moved by Dr. Wahle, seconded by Mr. Legg, that the secretary be authorized to duplicate thirty-five copies of the approved minutes, and to distribute according to the demand to people who ask in writing for these minutes, within the limits to the demand. Motion carried.

Mr. Legg stated that Mr. Schut's previous letter could be used as a request for the minutes to be supplied him.

Mr. Erickson explained relative to his written report on Campus Planning and Selection of Architectural Services (Agenda Item IV - E - report #4). He stated that he had tried to explain for the Board's guidance the procedure for selecting architects for the current projects. The committee works as objectively as possible on this job. It is important to achieve plans that will result in a good campus, therefore, the committee must deal carefully in the selection of architects. He stated that he had listed the criteria used by the committee. Also he stated that the committee tries not to overlook any firms. Several firms who had contacted the committee have been interviewed. After several firms who can do the kind of work required for a certain project have been screened, the Building Committee is given an opportunity to express its views. A list of four or five firms is given to the Building Committee, so that they may express their views as to which one they felt would be satisfactory in all ways. Mr. Erickson further stated that in the selection of an architectural firm, the Campus Site Committee has listed only top architects. The committee is satisfied that the recommendations here are in keeping with the campus development.

Dr. Wahle asked if, when an architect has filed a letter with the committee and requested an interview, all firms who applied are notified that they will be interviewed by the committee. Mr. Erickson answered that all people of whom the committee has been made aware are notified. However, there are always some the committee does not know about.

Mr. Mitchell stated that in the future this procedure would be followed - all people filing letters for consideration will be referred to the committee. At the present time there are none in the files. All letters have been referred to Mr. Erickson.

Mr. Legg expressed concern relative to one problem regarding selection of architects. When the list of names is supplied to the Board, it may be that the Board members do not have pertinent knowledge of these people. Should the Board merely pass with rubber stamp, or should information be supplied so the Board could exercise some judgment on the selection of firms? He stated that he felt the Board should not follow the rubber stamp type of procedure.

MOTION NO. 236. It was moved by Mr. Legg, seconded by Dr. Wahle, that the procedure spelled out by the letter of November 21, 1959 from the Chairman of the Campus Site Development and Building Committee is approved; with the provision that architect nominations presented to the Board be accompanied by appropriate information indicating the reasons for the nominations, for the guidance of the Board in final selection; and be a list of three to five in number for each nomination. Motion carried.

Mr. Mitchell stated that the Campus Site Development Committee reports to the Administrative Council, and this Council in turn makes recommendations to the President's Office, and then it is presented to the Board of Trustees.

Mr. Erickson stated that in accordance with the idea of supplying additional information it will be more clearly understood why the committee makes certain recommendations. He stated that it was his desire that the

committee may continue to indicate the firms which they feel could best do the job for any particular building. He stated it was the intention of the committee's recommendation that they may still be permitted to handle the matter in this way. Mr. Legg stated that there was nothing in the motion to preclude the committee from continuing with this practice. Mr. Erickson stated that after the Building Committee screens several firms through the procedure set up, those firms are interviewed and then recommend selection to the Campus Site Committee. Mr. Legg stated that while this procedure might be all right, there is a question as to whether or not the architect can afford the time for interviewing. How much time does this procedure take? Mr. Culler stated that part of the work of an architectural firm is to contact people who need their services. That is something architects expect to have to do to be evaluated for the job. He stated that almost never is the firm hired without first being interviewed.

Mr. Courson stated that the Board had previously approved an additional amount of \$1,200 from the reserve fund for Bassetti & Morse. This sum is in addition to the original budget of \$4,000 for campus site work already budgeted to Bassetti & Morse. It is now necessary to have a budget change order signed for the \$1,200.00. Dr. Wahle stated that he had a call from the office of Bassetti & Morse asking if there was need that anyone from their office should be present at this meeting. He stated that it was his understanding that the funds had been depleted for further Campus Planning.

Mr. Erickson stated that the Campus Planning program will go on for several years. In a sense the program has been stopped due to lack of funds. The present work involves the employment of a landscape architect and placement of sidewalks. It is important to have the sidewalk planning done at this time, and after that is completed, the work can be terminated for the time being.

Dr. Wahle suggested that, in anticipation of the next biennium, the administration may wish to bring a recommendation as to plans for building projects to be considered by various committees.

Mr. Courson stated that when the Board makes a motion to expend funds, it is necessary also to obtain the signature of the Chairman of the Board for the release of these funds. There is as yet nothing in the minutes to authorize this procedure.

Mr. Bouillon suggested that it would be well to have a general motion not only for the signing of this change order now before the Board, but for signatures in the future on change orders which have had the prior approval of the Board.

MOTION NO. 237. It was moved by Dr. Wahle, seconded by Mrs. Therrault, that change orders that have the prior approval of the Board of Trustees may be executed by the signature of the Board Chairman. Motion carried.

Item V - A (\$15 Admission Fee for New Students) was discussed. Mr. Mitchell stated that he noted on the agenda of the Joint Board meeting, to be held in the morning, that this item is to be discussed, and he felt that members of the Board should know some of the situations relative to this particular problem. He stated that in his opinion this matter is a

very important situation as far as the College is concerned. He stated that he was not aware of this matter until after attending a meeting in Walla Walla before a high school and college relations group. There is a tentative agreement among the presidents of the five State institutions and Joint Boards. He stated that he was unable to find a motion in the minutes covering this item. No action has been taken so far as the Board is concerned, other than action relative to the three colleges meeting together. The situation at Central is different than it is at Eastern, Western, WSU and the U of W. Mr. Mitchell also stated that he had a letter from Dr. French at WSU in which he stated that he is not going to bring it up before the Board of Regents at WSU.

MOTION NO. 238. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that the recommendation of the Acting President be accepted that no consideration be given to the suggested \$15 admission fee for new students. Motion carried.

Mr. Bouillon stated that the report on the bids for the Education and Psychology Building had been given to each member of the Board, and that the bid includes essentially everything for which the building committee asked.

Mr. Culler stated that he had nothing to add - he felt that the figures speak for themselves. He felt that the bids were most satisfactory, and they are all within the allotted amount of funds. He further stated that he recommended that the Board let contracts to the three low bidders on the basis of bids submitted.

Dr. Pettit stated that he was very pleased with the bids on the building. There was something very distinctive about this bid. There were twice as many contractors bidding on this building as on any other building at Central - twenty-seven contractors placed bids. There were two times as many bidders on the general contract for this building as on the new gymnasium, and the general contract bid came within \$500 of the money allotted.

Dr. Wahle asked if all three firms were considered reputable people. Dr. Pettit answered that they were. Dr. Pettit further stated that the east side bidders, because of labor, were consistently lower than were the west side bidders. While not in all cases, they were in most instances favored by the labor market. Two Yakima firms were successful bidders. Mr. Erickson explained that the essential reason for the low bid in one instance was that the firm has a fabricating shop in Ellensburg, thereby removing the problem of portal-to-portal pay.

Mr. Culler remarked that the three low general contractors were so close together that the alternatives were the deciding factors.

Mr. Legg asked when the College could plan to occupy the building. Mr. Culler stated that completion date was 360 days hence, which would be approximately the beginning of winter quarter 1961. In answer to Mrs. Therriault's question as to when the actual work on the project could begin, Dr. Pettit stated that it could begin next week.

MOTION NO. 239. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that the General Contract for the proposed Education and Psychology Building be awarded to Gilbert H. Moen Company of Yakima. Motion carried.

MOTION NO. 240. It was moved by Mrs. Therriault, seconded by Dr. Wahle, that the Mechanical Contract for the proposed Education and Psychology Building be awarded to Central Plumbing and Heating of Yakima. Motion carried.

MOTION NO. 241. It was moved by Dr. Wilson, seconded by Mrs. Therriault, that the Electrical Contract for the proposed Education and Psychology Building be awarded to Agutter Electric Company of Seattle. Motion carried.

Dr. Wahle raised a question relative to the reason for accepting 14a as the alternate. Mr. Mitchell called attention to the last three pages of the report on which the alternates are broken down and tabulated according to amounts and included in the basic bid. Alternates had to be rather briefly mentioned - It was not the intention to give the impression that they had been skipped over. He stated that it takes considerable work to give a clear overall picture of the matter.

Dr. Pettit stated that the landscaping was set up as an alternate since no other money is available for this, and therefore, it seemed reasonable to place this item as an alternate in the building bid itself. \$107,000.00 is available for equipment.

Mr. Mitchell stated that committee recommendations for architects for Central Stores Building, remodelling of old gymnasium and proposed new dormitory for women are on file, and he also mentioned that he had made a notation on the recommendations from the Administrative Council which coincides with the Campus Site and Development Building Committee in his written report to the Board members.

Mr. Legg asked if the Board might have a brief comment from Mr. Erickson relative to the size of each of these projects and the money involved. Mr. Erickson stated that the approximate sums of money needed would be as follows: \$500,000 for dormitory for women, \$300,000 for remodelling of old gymnasium, and \$42,000 for new Central Stores Building. He stated that the women's dormitory would be placed on the area on the north part of the campus where housing is now located. Dr. Wahle asked if the College owned the necessary land. Mr. Erickson answered that this land had been recommended for purchase. Mr. Courson stated that as yet it was not definite that the Gould property could be secured. Mr. Erickson stated that the Committee feels it must move ahead and get the needed land even if it becomes necessary to go into condemnation proceedings to secure it. The women's dormitory won't be as large as the men's dormitory presently under construction.

Mr. Erickson stated that the remodelling of the old gymnasium involves providing a ballroom and office space and also making some changes in the existing Union Building. The figure is based on the preliminary study by the architect and the committee. At the present time there is limited office space for the Student Body activities, also there is no room available for student dances.

Mr. Legg asked if a few favorable comments could be made relative to architects, to enable the Board to make a selection.

Mr. Erickson replied that more information is needed for the Board of Trustees relative to criteria for the selection of architects. He stated

that more study is needed in setting up the criteria. He stated that the group working with Cowan and Paddock is pleased with the reports they are getting. The firm is large enough for the job, and will get their part of the work out on time. The firm of Cowan and Paddock is known to this particular committee, and working relations have always been the best. Other firms would have to do a completely new study on type of buildings. One of the strong points stressed by the committee is that good housing is the important factor.

Mr. Erickson stated that, regarding the remodelling of the gymnasium, the committee felt some obligation because they had already established working relations with the firm of Bassetti & Morse. It was assumed by the committee that work of Bassetti & Morse would carry over into actual planning of the building. A new firm would have to do more studying. Mr. Erickson further stated that it is the hope of the committee to branch out to another firm on the next major building that the College may request.

Dr. Wahle stated that the firm of Cowan & Paddock was given permission to go ahead on preliminary planning because there was an emergency situation relative to presentation of a plan so that financing could proceed, and it was stated by Board motion that they would be employed on an hourly basis, so that the staff would feel free to make a choice independent of that relationship. After a time we find ourselves in this position - the person who is selected for preliminary planning may have the preponderance to essential approval since they have been working on the hourly basis.

Mr. Erickson stated that the committee had made this recommendation but he did not think they felt any obligation to Cowan & Paddock. He further stated that the dormitory is a large project, and if a change of architect was made, he felt certain that Cowan & Paddock would rather continue working on dormitories because of the time they have put into the study of dormitories.

Dr. Wahle stated that it was his personal eagerness to follow the recommendations of the planning committee. However, the process of preparing plans and selecting architects in an emergency situation should not preclude other architects. Mr. Erickson stated that he hoped that a similar situation could be avoided in the future even though an emergency may exist. He felt that in this particular situation the committee was justified in making its recommendation.

Mrs. Therriault asked about recommending Mr. Ralph Burkhard as architect for another project. She stated that Mr. Burkhard had planned a Physical Education Building on the campus which was causing comment all over the State.

Mr. Legg asked if Mr. Erickson would comment briefly on each of the firms mentioned. Mr. Erickson replied that the committee had several fine firms on its list. He stated that Bassetti & Morse had been excellent in their thinking and planning on specific buildings. They have been employed on several large projects, and they have the reputation of being repeaters - they get jobs over again. Mr. Erickson felt that the right firm has been selected in this instance.

Mr. Erickson stated that the committee felt that Cowan & Paddock is an excellent firm in getting the job done in study, and they have the staff to do the research, and the work can be done in the least possible time by them.

Mr. Erickson's comment on Doudna, Williams, Phipps was that they were an excellent firm on a small project. They had received the bid on the Home Economics remodelling job, and they did an excellent job. He stated that Mr. Bechtel was very interested in having this firm selected for the Central Stores Building.

Mr. Erickson stated that Mr. Ralph Burkhard, who planned the new Health and Physical Education Building, was a very imaginative architect; he had good ideas. There have been very favorable comments on the building due to his efforts. There is space in this gym on which there will be criticism, since it was for show and not for teaching purposes. Dr. Wahle asked as to what space Mr. Erickson was referring, and the answer was that it was mostly the front foyer. Mr. Erickson felt that there must be some conformity of style in buildings on the central part of the campus, something, however, that gives imaginative approach to new buildings. He felt that Mr. Burkhard had a tendency for planning something unique. Dr. Wahle remarked that, had the P.E. building not been located on the edge of the campus, it may not have appeared in that particular type of architecture, but would most assuredly have tied in with existing buildings. Dr. Wahle further stated that he personally felt that Mr. Burkhard is one of the most creative architects with whom the College has worked, and he did wish to register his adulation of him.

Mr. Legg stated that he wished to make a statement relative to something that he would like to see offered to the campus. Mr. Burkhard does have some special confidence in the field of acoustics, and we do have in the near future the possibility of a new music building. Mr. Burkhard's work could be used in this area. Mr. Erickson explained that the future building will include music space, art and home economics. It could be a separate building or all in one building. Money will need to be secured from the legislature.

Mr. Erickson stated that, since Mr. Burkhard had not been employed previously on a dormitory building, he perhaps should not be recommended. Mr. Erickson stated that Mr. Burkhard did have exceptional imaginative qualities.

Mr. Legg stated that since there was no second, he would like to withdraw his motion (No. 244).

Mr. Legg asked if Mr. Paul Kirk, Architect, had been considered. Mr. Erickson answered that Mr. Kirk had worked in Ellensburg, and the committee's opinion was that he was capable of doing the architectural work on a dormitory of the size anticipated. Mr. Erickson stated that the committee recommended the architects in order of preference, but whatever architect is selected by the Board will be agreeable to the committee.

Mr. Legg asked what contribution, in the opinion of the committee, would Bassetti & Morse make in the planning of the new Union Building. Mr. Erickson stated that Bassetti & Morse could do as fine a job as any.

Mr. Erickson stated that the committee would be able to provide more information to the Board on the various architects under consideration at a later date. He thought perhaps the Board should meet some of them. Mr. Legg felt that this would not be a necessary step.

Mr. Mitchell asked Mr. Legg if he would prefer to have the information relative to architects in writing or verbal. Mr. Legg suggested that that would be the responsibility of the President and committee to decide. There should be some procedure - either a verbal report, such as the one at this meeting, or a written report would be helpful to the Board, if the Board is to make the decision. Dr. Wahle felt that the report at this meeting was more helpful than written information. He stated that the point is that there is a sequence of first, second, and third choice by arrangements which the Board has previously approved. Mr. Legg stated that he was accepting on two instances, but he did not intend to accept the first choice in two other instances.

Mr. Mitchell stated that in a written report the Board could be provided with any information they might wish. The information could be given as frankly as Mr. Erickson had presented it tonight.

Mr. Erickson felt that there is a problem involved in making recommendations. There may be an architect that could not be recommended for certain buildings, and yet could be for others. Because of background and talent the committee would sometimes like to make rather strong recommendations for certain firms, and while the committee willingly works with whichever architect is selected, it would still like to indicate its preference.

Mr. Erickson stated that through a period of many years the College has employed only one architect. Bassetti & Morse are not in favor of being employed for every building, but they would like to know which architect the committee recommends for any building project. If they felt that the architect could not do the job, they would tell the committee in confidence. The committee does confer with Bassetti & Morse on problems, since they are the campus planners. In the process of having several architects, the committee tries to stay with a group who have some common philosophy of planning. Dr. Wahle felt that it would be well to have a resident architect in the employment of the College. He felt that as a compliment to Bassetti & Morse this conception should be accepted and they be allowed to apply for architectural work on buildings. Mr. Erickson stated that a meeting had been held and they had laid down some ground rules, and this information will be available for the next Board meeting.

Dr. Wahle stated that funds were going to be needed for architectural services in placing the dormitory building. Mr. Erickson stated that this job would not take much money.

Mr. Erickson stated that the planning is staying within the areas recommended by Mr. DeMonte.

MOTION NO. 242. It was moved by Mrs. Therriault, seconded by Dr. Wahle, that the firm of Doudna, Williams, Phipps be recommended for the Central Stores Building project, subject to the approval of the Department of General Administration. Motion carried.

Mr. Legg stated that he had talked with Mr. Fenn, Engineer in Department of General Administration. Mr. Legg felt that the working relationship between that office and the College has been fairly satisfactory.

MOTION NO. 243. It was moved by Mr. Legg, seconded by Mrs. Therriault, that Bassetti & Morse be recommended to do the plans

for remodelling of the Union Building, subject to the approval of the Department of General Administration. Motion carried.

MOTION NO. 244. It was moved by Mr. Legg that Mr. Ralph Burkhard be recommended for architectural services on the Women's Dormitory, subject to the approval of the Department of General Administration.

Dr. Wilson asked what projects had been done by Cowan & Paddock on the campus. It was stated that Cowan & Paddock had been employed for dormitories and housing for married students. Mr. Bouillon stated that Cowan & Paddock had done the preliminary work for HHFA, and also on the Student Union Building.

Mr. Legg asked relative to Mr. Kirk as architect. Mr. Erickson stated that Mr. Kirk had been recommended by Bassetti & Morse because of his imaginative qualities. His firm is large enough to do this kind of project.

Mr. Mitchell stated as a point of caution, that there is nothing final as far as a music building is concerned. So far the music building is in the discussion stage only. There is nothing to indicate that it can be obtained - it is merely tentatively in mind.

Mr. Legg suggested that, since buildings become so urgently needed before they can possibly be occupied, it would be advisable to begin advance planning as soon as feasible in order to be prepared to request funds from the legislature. Mr. Mitchell stated that very careful study needed to be made relative to the importance of the building needs in order to insure getting funds for whatever is most urgently needed on the campus. We are in the process of compiling that information. And when the request is presented to the legislature we can say, here are the figures we need - this is the space we will have to have.

Mr. Legg stated that he would like to place the name of Mr. Paul Kirk for nomination as architect on the women's dormitory.

MOTION NO. 245. It was moved by Dr. Wahle, seconded by Dr. Wilson, that the firm of Cowan & Paddock be employed as architects for the new Women's Dormitory, subject to the approval of the Department of General Administration. Motion carried.

MOTION NO. 246. It was moved by Mr. Legg, seconded by Dr. Wahle, that the property of Joel Lunstrum be purchased subject to satisfactory appraisal. Motion carried.

Mr. Legg asked relative to the relocation of Eighth Avenue. Mr. Erickson stated that at the present time the College is not ready to ask to have Eighth Avenue relocated. Mr. Legg also asked to know of what the Hickey property consisted. This property consists of the motel building, apartment building, and one small dwelling. Mr. Erickson stated that the problem of obtaining this property will probably be lessened when the highway is no longer there. Mr. Legg asked if the owner stated what the property was worth, and Mr. Bouillon answered that the property is worth whatever can be obtained for it.

Dr. Wilson stated that he did not recall that the Board policy stated that exception cannot be made. Mr. Bouillon stated that we have Board policy, and the appraisal on this particular property should cause no concern. He also stated that the appraisal was a protection to the Board. The College cannot afford to pass by the offer of obtaining this property. At the present time the property is listed for sale. Mr. Legg asked how long it would take to close the deal, and Mr. Courson stated that it could be done by January 1, 1960, providing it is agreed that it can be purchased for not over ten percent of the appraisal, without further Board action.

MOTION NO. 248. It was moved by Dr. Wahle, seconded by Mr. Legg, that Mr. Underwood's salary be increased to \$9,000.00. Motion carried.

MOTION NO. 249. It was moved by Dr. Wahle, seconded by Mr. Legg, that Mrs. Mary Mohler be named acting Head Librarian at a salary of \$7,800.00. Motion carried.

Item V - H (Bond Issue Proposition - Report #4). Mr. Mitchell stated that no action could be taken on the aforesaid item since Mr. Gay, of Weter, Roberts and Shefelman, did not as yet have the pertinent information on the bond issue, as stated in a letter from Mr. Courson. Mr. Legg asked about the time sequence relative to borrowing of funds, and Mr. Courson stated that money could be borrowed for a while longer.

Mr. Legg stated that the only action necessary on the above matter tonight was to approve the firm to act as Bond Counsel. Mr. Courson stated that Bond Counsel was needed for the two new bond issues.

MOTION NO. 250. It was moved by Mr. Legg, seconded by Mrs. Therriault, that the firm of Weter, Roberts and Shefelman be recommended as Bond Counsel for the College, subject to the approval of the Attorney General. Motion carried.

MOTION NO. 251. It was moved by Dr. Wahle, seconded by Dr. Wilson, that the properties of Harry Gould and M.P. Scholl be purchased according to regular Board procedures. Motion carried.

Dr. Wahle asked relative to the approval of the bids on the new Library Building. He stated that it was necessary to authorize the request for bids.

Mr. Courson stated that Mr. Gay had called the HHFA and the needed information should have been here in time for this meeting. At least it can now be expected any day.

Mr. Bouillon suggested that the next Board meeting could be held in Seattle. Dr. Wahle suggested that the time and place for the next meeting of the Board be left to the discretion of the Chairman. Mr. Courson stated that it was necessary that the bond resolution be discussed and acted upon in a regularly scheduled meeting.

MOTION NO. 252. It was moved by Dr. Wahle, seconded by Mrs. Therriault, that a meeting of the Board be set tentatively for December 4, 1959 at eight p.m. in the Olympic Hotel in Seattle, subject to the discretion of the Chairman of the Board. Motion carried.

MOTION NO. 253. It was moved by Mr. Legg, seconded by Dr. Wilson, that the Chairman of the Board be authorized to send a letter to each of the legislators from this legislative district expressing the Board's appreciation for their work in the last legislature, and in the same letter to extend to them an invitation to the dedication of the new Health and Physical Education Building. Motion carried.

Mr. Mitchell stated that letters of appreciation have been sent to these legislators at different times. Mr. Bouillon stated that on two separate occasions letters had gone out from his office, but not from the Board.

MOTION NO. 254. It was moved by Mr. Legg, seconded by Dr. Wilson, that at the January and July meeting of each year, or the next meeting thereafter, that the President should report to the Board all staff members who have achieved special prominence through professional activities and that the Secretary should then prepare for the signature of the Chairman of the Board letters of appreciation for all those deemed worthy by the Board. Motion carried.

MOTION NO. 255. It was moved by Mr. Legg, seconded by Mrs. Therriault, that the Board authorize the President to advise the Chairman of the State Department of Institutions that CWCE stands ready to cooperate in every way possible in the event that the new correctional institution is located in the Kittitas Valley or at a location where such activity would be possible, and the President is authorized to provide the Department of Institutions with information on these services. Motion carried.

Mr. Legg stated that Ellensburg is the number one choice for this correctional institution, and one reason is the availability of services from the College. The letter that is to be written to the State Department of Institutions will have to be phrased so that it is understood the College is not offering its services free.

Mr. Legg asked if this Board should consider the rewriting of the law governing teachers colleges without first discussing it with the Joint Board of Trustees - shall bachelor of science degrees be granted as well as masters degrees of education.

It was suggested by Mr. Legg that the matter of the laws governing teachers colleges be discussed at the Joint Board meeting in the morning.

Dr. Wilson asked if it was necessary that CWC Board approve items that are to be placed on the Joint Board agenda - and the answer was No.

MOTION NO. 256. It was moved by Dr. Wahle, seconded by Mr. Legg, that the acting president be authorized to supply a set of criteria for the selection of a new president, said criteria to be developed as a representative statement by the entire staff of the institution and other interested parties, according to the discretion of the acting president; and furthermore, that following the receipt of said criteria the Board shall accept or revise the criteria and then adopt procedures for the selection of a new president. Motion carried.

Mr. Legg stated that at the next meeting of the Board, or the earliest thereafter, there should be placed on the agenda for discussion the item of encouraging foreign students to attend Central, and that a report be made by the person in charge of foreign students relative to the problems involved, if such a program should be set up. Mr. Mitchell answered that a committee is handling this program. There are considerable problems in working out this program. This report will carry some of the pros and cons relative to them.

The meeting adjourned at eleven-forty-five p.m.

Respectfully submitted,

Secretary

AGENDA - November 20, 1959

I ROLL CALL

- A. Approval of Minutes of meeting of October 23, 1959

II REPORTS

- A. Meetings of Administrative Council
- B. Building Fee (\$5 per quarter)
- C. Completion of Food Laboratory Alteration
- D. Dedication of new Health and Physical Education Building
- E. Language Laboratory Units - Report #1
- F. Final Disposition of John Dearing Teaching Certificate Revocation. Report #2
- G. Visit by Dr. Paul Ellis - Report #3
- H. Gas Line to Buildings - Report #4
- I. Mr. Klampher's Irrigation Water Problems - Report #5
- J. Development of Physical Education playfield area - Report #6
- K. Oil Surfacing of Fieldhouse floor - Report #7
- L. Completion of New Health and P.E. Building - Report #8
- M. Remodelling in the Science Department - Report #9
- N. Insurance Broker - Report #10
- O. Dormitory Application Date Report #11

III COMMUNICATIONS

- A. Travel Regulations Memorandum Communication Report #1
- B. Letter from Attorney General Communication Report #2
- C. Letter from Mr. Stewart, Carpenters' Union Communication Report #3

IV OLD BUSINESS

- A. Motion No. 218 - Presentation of Information on CWC Students and Faculty
- B. History of the College - Report #1
- C. Sabbatical Leave for Faculty - Report #2
- D. Salary Increase for John O'Connell - Report #3
- E. Campus Planning and Selection of Architectural Services Report #4

V NEW BUSINESS

- A. \$15 Admission Fee for New Students
- B. Bids for the Education and Psychology Building
- C. Recommendations of Architects for: 1) Central Stores Building, 2) Remodelling of Old Gymnasium, and 3) proposed new dormitory for women - Report #1

Agenda (continued)

New Business (continued)

- D. Joel Lunstrum Property - Report #2
- E. Purchase of Hickey Motel Property - Report #3
- F. Mr. Underwood's Salary
- G. Acting Head Librarian
- H. Bond Issue Proposition - Report #4
- I. Harry Gould and M.P. Scholl Property - Report #5

Additional Items:

1. Time and Place of next meeting.
2. Criteria for selection of new President.