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1962 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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CENTRAL WASHINGTON STATE COLLEGE

MINUTES OF THE BOARD OF TRUSTEE MEETING Grupe Conference Center, Central Washington State College Ellensburg, Washington February 24, 1962

The regular meeting of the Board of Trustees was called to order by Chairman V. J. Bouillon at 9:15 a. m. in the Grupe Conference Center, Central Washington State College, Ellensburg. Present were Board members Mrs. Selma Therriault, Mrs. Mary Ellen Davis, Mr. Bouillon, Dr. Roy P. Wahle, and Dr. Archie S. Wilson. Also present were: Dr. James E. Brooks, President; Dr. Wesley Crum, Dean of Instruction; Kenneth Courson, Business Manager; Bruce A. Robinson, Faculty Council Representative; Ed K. Erickson, Director of Educational Services; Lloyd Buckles, Budget Director; Mrs. Mildred Paul, President's Secretary; and Dr. Edward A. Hungerford, Assistant to the President.

MINUTES

Approval of the minutes of the meetings of January 26, 1962 and February 24, 1962 was deferred until the next meeting.

REPORTS

1. Symposium and Inauguration. Dr. Brooks reported orally, summarizing the progress made to date, which had been discussed with the Symposium Committee the previous evening at the President's home. A new description of the symposium was attached to the reports.
2. NDEA Counseling and Guidance Institute, Summer, 1962. The details of the Institute were presented by Dr. Brooks.
3. Report on Funds received from Federal Government during the past five years. This information was assembled for Congresswoman Edith Green and was presented for information of the Board.
4. Fees Charged at Central Washington State College. A detailed report showed the breakdown of the specific charges included in the \$230 per year total (resident student), and indicated those special charges which may possibly be excluded under the provisions of Chapter 13, Session Laws of 1961, State of Washington.

The Board members commented individually on the Report on Tuition and Fees. Dr. Brooks, Mr. Erickson, and Mr. Courson stated that they believed the law to be somewhat ambiguous and that they plan further consultation with a representative of the Attorney General's office to determine the legal grounds for possible exclusion of certain fees. Dr. Brooks further observed that the College has taken some steps to avoid unnecessary refunds by removing courses of a remedial or sub-college variety from the on-campus instructional program. These are being provided to the community through Adult Education programs in the high school in Ellensburg. Dr. Crum summarized these Adult Education courses, including E-100 (English Composition, formerly non-credit on campus); Intermediate Algebra; and certain courses in reading, spelling, and handwriting.

Dr. Brooks reported that the four other publicly supported state colleges and universities have cancelled music fees for fall, 1962. In view of this, Central has also cancelled fall quarter music fees.

Dr. Wilson pointed out that the \$230 ceiling on fees does not really represent the total cost of college to the student. Thus, the principle of a ceiling does not represent a realistic appraisal of college costs to the student.

Dr. Wahle said that the general philosophy of public education was at stake in this setting of an arbitrary ceiling. Dr. Wahle favors a policy according to which the same charge is made to every student regardless of the particular program or course of studies he chooses to enroll in.

Dr. Wilson observed that when the legislative appropriations have been inadequate in the past, the Board of Trustees has attempted to permit full operation of the various college programs by adding fees, which are in effect taxation for students. Thus the Board has over the years inadvertently taken on a legislative function. He believes that the trend must be reversed eventually. Other Board members cited examples of state colleges (e. g. in California) with smaller total fee charges than the three Washington State Colleges, thus indicating that the legislatures in other states have recognized more adequately the responsibility and necessity of public support of state colleges.

5. Report (unofficial) of the Interinstitutional Salary Committee. This was an unofficial report from Central's representatives on the March 19, 1962 meeting. Dr. Brooks explained the principles involved in this report and indicated that this would be discussed at the joint boards meeting in April.

6. Report on salaries of administrators and full professors. This was a review of salaries for the information of the board.

7. Report on bid openings on the Married Student Housing and the Music Building, for the information of Board members.

8. Report on a tentative draft of an Act for the Creating of an Advisory Council on State Institutions of Higher Learning.

Board members expressed considerable interest in this proposal, which will be presented to the five Boards when they meet in Ellensburg on April 13. Dr. Brooks invited the specific reactions of the trustees. The plan is that the presidents of the five existing four-year institutions would constitute the advisory council; this council would "collect data on costs, selection and retention of students, enrollments, plant capacities, and other matters pertinent to effective planning and coordination."

Dr. Wahle pointed out two possible implications of the Advisory Council. First, the five presidents, by representing the viewpoints of their respective Boards of Regents or Trustees, would properly be enhancing the cooperation between the five institutions through the proposed advisory council. On the other hand, there should still be room for the individual institution to follow policies which it has set up for itself. The Boards of the institutions must be constantly on guard to avoid allowing such a council to by-pass the proper lines of authority (or to form a kind of Super-Board).

Dr. Wahle and Mrs. Davis questioned whether the Advisory Council would be able

to obtain support from separately appropriated funds, so as not to draw on money already allotted to the five institutions for other purposes.

MOTION NO. 697 - Mrs. Therriault moved that the Reports be accepted.
Mrs. Davis seconded. Motion carried.

OLD BUSINESS

Dr. Wahle reported on his correspondence with Dr. Brooks about a resolution on Student Government. It was agreed that the Dean of Students and appropriate personnel officers should draft a resolution which can be brought up later for Board action.

A proposed schedule was worked out for the April 13-14 meeting of the Boards of the five state colleges and universities on the Central Washington State College campus. This will be approximately as follows:

Friday, April 13:

9:30 a. m. Coffee
10:00 a. m. Joint meeting of the members of the five Boards
11:30 a. m. Library and buildings tour
12:30 p. m. Luncheon
1:30 p. m. Joint Board meeting resumes, till 3:30 p. m.
3:45 p. m. C. W. S. C. Board meeting; other individual Boards meet in appointed rooms in Black Hall

6:45 or 7:00 Banquet

Saturday, April 14:

9:00 a. m. Meeting of the Joint Boards, three state colleges.
12:00 noon Adjournment

NEW BUSINESS

Dr. Brooks recommended that leaves of absences be granted as below; he further explained certain individual cases in regard to appointments.

MOTION NO. 698 - Dr. Wahle moved that leaves of absence be granted to Bernard Martin, Assistant Professor of Mathematics, Mervin L. Johnson, Assistant Professor of Education, and Bonnie Wiley, Publications Director.
Seconded by Mrs. Davis. Motion carried.

MOTION NO. 699 - Dr. Wilson moved and Mrs. Therriault seconded the appointments of Donald King Smith and Donnajean Mitchell. Motion carried.

Mr. King will be Associate Professor of Music at a salary of \$7,940, and Mrs. Mitchell will continue to serve as helping teacher in the College Elementary School at a salary of \$5,200.

Dr. Brooks explained that he had checked with Dr. Patterson of Eastern Washington State College and also had checked the policy to be certain that the

employment of Donald King Smith of E. W. S. C. would be ethical procedure. He had received the assurance that if a faculty member expresses the desire to move, and the first overtures come from the faculty member himself, a College cannot be said to have interfered with or "raided" the rival faculty.

MOTION NO. 700 - Dr. Wahle moved and Mrs. Therriault seconded the appointment of Bruce Alan Robinson as Acting Chairman of the Science Division for 1962-63. Motion carried.

MOTION NO. 701 - Mrs. Therriault moved and Mrs. Davis seconded the appointment of Keith Rinehart as Acting Chairman of the Language, Literature, and Speech Division, until June 15, 1963. Motion carried.

Dr. Brooks asked Mr. Courson to explain the necessity for signatures on the Corporate Borrowing Resolution. This step removes the name of Perry Mitchell and replaces it by that of Dr. James E. Brooks. Any two of the three authorized persons may then sign official documents for corporate borrowing -- V. J. Bouillon, James E. Brooks or Kenneth Courson.

MOTION NO. 702 - Mrs. Therriault moved that the Corporate Borrowing Resolution be revised to include the names of V. J. Bouillon, James E. Brooks, and Kenneth Courson. Mrs. Davis seconded. Motion carried.

Mr. Courson next explained that signatures were required for the Architect/Engineer's Certificate giving official approval to the plans and specifications for Married Student Housing. Chairman V. J. Bouillon signed for the Board.

Discussion of Item 7 on the Agenda concerned the drainage project as outlined to Dr. Brooks in a letter from Ed K. Erickson. Mr. Erickson spoke briefly giving the following explanation. When the new Athletic Pavilion was built, several thousand yards of earth were moved, causing a natural drainage area to be filled in. In turn this fill caused the water to run off in an eastern direction, contrary to its normal flow, and backing up in some cases against properties in the area east of Chestnut Street. In order to avoid possible future litigation, Mr. Erickson recommended that the College provide a drainage ditch along the east boundary of its property to take water up to the irrigation canal underpass. Along with another ditch of approximately 300 feet west on 14th Avenue, the various drainage ditches thus installed should take care of future runoff. Property owners adjacent to College property are agreeable to this plan, and the Soil Conservation Bureau will provide about 75 per cent of the total cost. The College would need to provide about \$500 for this purpose.

Board members inquired whether there was money in any of the landscaping funds to cover this cost. Mr. Courson indicated that there was a balance still remaining from money for landscaping of the Nicholson Pavilion. He said that he would consult with Mr. Paul Bechtel, Physical Plant Director.

MOTION NO. 703 - Dr. Wilson moved the approval of the drainage project as outlined in Mr. Erickson's letter to Dr. Brooks. Dr. Wahle seconded. Motion carried.

MOTION NO. 704 - Dr. Wahle moved the adoption of the following resolution:
Dr. Wilson seconded. Motion carried.

RESOLUTION: BE IT RESOLVED by the Board of Trustees of Central Washington State College that Dr. Edmund L. Lind, Professor of Chemistry, and Mr. Bruce Alan Robinson, Associate Professor of Mathematics, be authorized on behalf of this corporation to make application pursuant to the laws of the United States and the regulations and decisions issued by the Treasury Department, Bureau of Internal Revenue, Alcohol Tax Unit, for permit to purchase and use alcohol as provided by their regulations, and to execute and deliver to the proper authorities any or all bonds, notices, reports, and papers required by said laws, regulations and decisions in the premises, and that this resolution be retroactive to January 15, 1962.

Dr. Brooks reported to the Board that he has received a request from J. Al Johnson, Director of the Kittitas County Civil Defense Office, to use numerous buildings of the C. W. S. C. campus in an emergency as fallout shelters. The College is being asked to sign "Fallout Shelter Privilege forms in order to provide for use of storage and other facilities at the designated locations. The agreements include a termination clause permitting them to be revoked by ninety days' written notice to the political subdivision and the Federal Government.

Mrs. Davis asked whether the Privilege forms indicate which agency will declare the emergency. Other Board members felt that this was insufficiently clear on the forms. The Board also questioned whether the President's name should appear as "legal owner."

MOTION NO. 705 - Mrs. Davis moved that the Fallout Shelter Privilege forms be sent back to the proper authorities for further clarification. Mrs. Therriault seconded. Motion carried.

Governor Albert D. Rossellini has written to the presidents of the five state colleges and universities requesting that they reduce expenditures. Dr. Brooks reported the recent developments in connection with the letter, which anticipates that the Governor and Dr. Brooks will meet, perhaps in late April, to discuss the situation in more detail.

The letter calls upon the state colleges (as well as other agencies) to review the following matters with a view to reducing costs: positions now vacant, planned staff additions, "activities relatively low on your priority list," and "the possibility of placing more emphasis on expenditures from your local funds."

Dr. Brooks pointed out that if expenditures must be reduced substantially, the largest single item to be affected would necessarily be the sum for faculty salaries. Board members commented on this, indicating that this would appear to be a breach of faith or an interference with a binding contract. Dr. Wahle compared the situation in publicly supported colleges with that in the public schools. Mr. Courson spoke briefly, as well as Mr. Erickson. This problem raised by the Governor's letter may be discussed at the meeting of the Joint at Central on April 13, 1962. No action was taken by the Board.

MOTION NO. 706 - Dr. Wahle moved that the promotions for the 1962-63 academic year be granted as recommended by the Administration. Mrs. Therriault seconded. Motion carried.

The following promotion list was provided by the President:

John Fassbinder to Assistant Professor of Art, \$5,990
Daryl Basler to Associate Professor Education, \$7,630
Ralph Gustafson to Professor of Education, \$9,705
Donald Schliesman to Associate Professor of Education, \$7,630
Chester Keller to Associate Professor of Philosophy, \$7,630
Gerald Gage to Associate Professor of Psychology, \$7,630
Mary Bowman to Professor of Physical Education, \$9,705
Betty Wynkoop to Assistant Professor of Home Economics, \$5,990
Herbert Anshutz, to Professor of English, \$9,705
David Burt to Assistant Professor of English, \$5,990
Dale Kinkade to Assistant Professor of German, \$5,990
Herbert Bird to Professor of Music, \$9,705
Russell Ross to Professor of Music, \$9,705
John Shrader to Professor of Science Education, \$9,705
Walter Berg to Associate Professor of History, \$7,630
Doris Jakubek to Associate Professor of Education, \$7,630
Mervin Johnson to Associate Professor of Education, \$7,630

A second list was provided those faculty and staff members designated for re-employment and tenure (14 person); for re-employment on probationary status (22 persons); those for re-employment for the final probationary year, without assurance of tenure in teaching positions (2 persons); and those faculty members not being re-employed (9 persons). Dr. Brooks explained the circumstances surrounding each of these groups of employees.

MOTION NO. 707 - Dr. Wahle moved the approval of Faculty Members recommended for re-employment and tenure. Mrs. Davis seconded. Motion carried.

MOTION NO. 708 - Dr. Wilson moved the approval of faculty members recommended for re-employment on probationary status. Mrs. Therriault seconded. Carried.

MOTION NO. 709 - Mrs. Therriault moved that Alice Lowe and Doris Jakubek be re-employed for the final probationary year without assurance of tenure in teaching position. Mrs. Davis seconded. Motion carried.

Mr. Courson, in a memorandum to Board members and Dr. Brooks, had proposed a resolution in order to establish a policy with regard to half-time provisional and hourly employees. Dr. Wilson questioned whether the entire Board needed to consider this policy in view of the operation of Board's three member Civil Service Personnel Committee. Mr. Courson answered that these cases may not be covered by Civil Service regulations.

MOTION NO. 710 - Mrs. Davis moved the adoption of the following resolution. Dr. Wahle seconded. Motion carried. Dr. Wilson abstained.

RESOLUTION: Be it resolved that half-time provisional and hourly employees on a regular schedule will be granted a fractional part of vacation leave and sick leave in proportion to the time served.

MOTION NO. 711 - Dr. Wahle moved and Mrs. Davis seconded the adoption of the following resolution:

RESOLUTION: Be it resolved that Mr. Don Jongeward's signature as purchasing agent be authorized in order that he may sign the documents that are transmitted to the State Purchasing Office in Olympia.

Dr. Brooks recommended the appointment of Roger Munn as Director of Auxiliary Services, beginning May 1, 1962, at an annual salary of \$9,500. Mr. Munn's position would require him to coordinate and supervise mail delivery and telephone services, manage housing and food operation of the college dormitories, coordinate financial operations of the Bookstore, coordinate financial operation of the College Union Building, and work closely with Mr. Courson on other auxiliary enterprises. Mr. Munn holds a bachelor's degree in Hotel Management from Washington State University, 1953, and he has done approximately 12 hours of graduate work toward the Master's degree in guidance and counseling. He has had considerable experience in food and housing lines as follows: 1953-56 - As Assistant Manager, Desert Hotel, Spokane; 1956-58 - Food Service Supervisor, Wilson Compton Union, W. S. U.; 1958 to Present - Assistant Director of Wilson Compton Union, W. S. U.

MOTION NO. 712- Dr. Wilson moved and Mrs. Therriault seconded the appointment of Roger Munn as Director of Auxiliary Services beginning May 1, 1962, at an annual salary of \$9,500. Motion carried.

An item not on the agenda was taken up last. Dr. Brooks reported that the Seattle Foundation has given the sum of \$1,500 to Central Washington State College as the gift of a thoughtful but anonymous donor. Of this amount \$500 has been designated for the College library and \$1000 is to be used for personal public relations activities of the President. The \$500 has been budgeted to the newly formed Friends of the Library organization, where it will be used for the purchase of books as this is the most urgent need at this time.

MOTION NO. 713 - Dr. Wahle moved that the gift of the Seattle Foundation be accepted and that a letter of gratitude be sent acknowledging the gift. Dr. Wilson seconded. Motion carried.

MOTION NO. 714 - Mrs. Davis moved that the meeting be adjourned. Mrs. Therriault seconded. Motion carried. Meeting adjourned at 11:45 a. m.

The effect of this motion is to delete Motion No. 693 from the Official Minutes, including the attached Resolution and the dissenting statement of Mr. Sullivan.

MOTION NO. 715: Mrs. Therriault moved that the minutes of 3/24/62 be