

7-20-1962

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 TRUSTEES MEETING
Hotel Leopold, Bellingham, Washington
July 20, 1962

The regular meeting of the Board of Trustees was called to order by Chairman V. J. Bouillon at 8:00 p. m. in the Leopold Hotel in Bellingham, Washington. Present were board chairman V. J. Bouillon and board members Mrs. Frederick W. Davis and Mrs. Frank Therriault. Others present were: Dr. James E. Brooks, President; Dr. J. Wesley Crum, Dean of Instruction; Dr. Alexander Howard, Chairman of the Education Division; Dr. Roy Ruebel, Director of Graduate Studies and Summer School; Mr. Bernard Martin, Faculty Salary Committee representative; Dr. Donald Baepler, Faculty Council representative; and Mr. Kenneth Courson, Business Manager and Acting Secretary.

APPROVAL OF MINUTES

MOTION NO. 753: It was moved by Mrs. Therriault, seconded by Mrs. Davis that the minutes of the meeting of June 8, 1962 be approved. The motion carried.

REPORT OF THE PRESIDENT AND ADMINISTRATIVE OFFICERS

Dr. Brooks reported orally on the present status of the building program relative to the Ironworkers' strike which has delayed construction of the Music Building and the dormitory for men. Efforts will be made to house students on a temporary basis until they can be moved into the new dorm which may be finished shortly after the opening of fall quarter.

Written reports were presented on applicants for 1962 fall, a new faculty handbook, and the monthly changes in Civil Service personnel.

MOTION NO. 754: It was moved by Mrs. Therriault, seconded by Mrs. Davis that the reports of the President of Central Washington State College be accepted. Motion carried.

In other reports Dr. Crum summarized the report of the Committee of Nine meeting of July 20. Mr. Courson spoke on the report of the Sub-committee of the Committee of Nine relative to the comparison of program charges.

COMMUNICATIONS

The Board acknowledged receipt of cards from the Federal Communications Commission notifying the College that its applications for a construction permit to change frequency and a license to cover construction of the campus radio station were being processed.

UNFINISHED BUSINESS

Civil Defense licenses for the use of four buildings were presented for approval.

MOTION NO. 755: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the Board approve the licenses for the use of shelter purposes of the

Boiler Plant, the Administration Building, the Science Building and the Education-Psychology Building (Black Hall) as submitted by the Office of Civil Defense. The motion carried.

Bids for conversion of the Old Library into classrooms were presented for approval.

MOTION NO. 756: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the basic General Contract for the conversion of the existing library building into classrooms be awarded to Paul A. Cook, Inc. of Yakima for \$167,700.00, plus Alternates A-1, A-2, A-3, A-5, A-6, and A-8, for a total of \$175,475.00 in accordance with the approval given by phone on June 19, 1962 by members of the Board. The motion carried.

MOTION NO. 757: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the Mechanical Contract for the conversion of the existing library building into classrooms be awarded to Grant County Mechanical Contractors of Moses Lake for \$56,368.00, plus Alternates M-1, M-2, M-3 for a total of \$65,493.00 in accordance with the approval given by phone on June 19, 1962 by members of the Board. The motion carried.

MOTION NO. 758: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the Electrical Contract for the conversion of the existing library building into classrooms be awarded to Smith & Wilson Electric of Yakima for \$25,526.00, plus Alternates E-1, E-2, E-3 and E-4 for a total of \$26,146.00 in accordance with the approval given by phone on June 19, 1962 by members of the Board. The motion carried.

NEW BUSINESS

MOTION NO. 759: It was moved by Mrs. Therriault, seconded by Mrs. Davis that the resignations of Dr. Bill J. Ranniger, Director of the College Elementary School and Mrs. Carol E. Tate, Student Teacher Supervisor and Assistant Professor of Education, effective August 30 and August 19, respectively, be accepted. Motion carried.

MOTION NO. 760: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the request of Mrs. Roy Wilson, Student Teacher Supervisor and Assistant Professor of Education, for leave of absence be accepted. The motion carried.

MOTION NO. 761: It was moved by Mrs. Therriault and seconded by Mrs. Davis that the new staff appointments be made as follows: Wilma Moore, Assistant Professor of Health and Physical Education, Salary \$7,330; Melvin Thompson, Assistant Professor of Health and Physical Education, Salary \$7,330; Daniel Preston, temporary appointment in Music department, Salary \$2,900 (for fall quarter); Lt. Col. Earl Winters, Professor of Air Science; John M. Herum, Instructor of English, Salary \$5,850; John G. Hoglin, Assistant Professor of Radio and TV, Salary \$6,900; Raymond M. Ayers, Dietician, Salary \$7,000; Martha Prather, Assistant Professor of Home Economics, Salary \$6,495. The motion carried.

MOTION NO. 762: It was moved by Mrs. Davis and seconded by Mrs. Therriault that the Board of Trustees of Central Washington State College accept the recommendation of Culler, Gale, Martell, Norrie & Davis, Architects, for the final acceptance of the work performed by Gilbert H. Moen, General Contractor for construction of Housing for Women Students, Project CH-Wash-48-DS-Unit B. Motion carried.

MOTION NO. 763: It was moved by Mrs. Therriault, seconded by Mrs. Davis that the Board of Trustees of Central Washington State College accept the recommendation of Culler, Gale, Martell, Norrie & Davis, Architects, for the final acceptance of the work performed by W. R. O'Rourke Co., Inc., Mechanical Contractor for the mechanical work on the Housing for Women Students, Project Ch-Wash-48-Unit B. Motion carried.

MOTION NO. 764: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the Board of Trustees of Central Washington State College accept the recommendation of Culler, Gale, Martell, Norrie and Davis, Architects, for the substantial completion of the Women's Residence Hall, Project Ch-Wash-48-DS-Unit B, as of June 9, 1962.

President Brooks presented for approval the budget changes for 1962-63, along with a copy of a letter from Mr. Bernard Martin relative to the salary changes for the coming year.

MOTION NO. 765: It was moved by Mrs. Davis, seconded by Mrs. Therriault that the proposed budget transfers for 1962-63 in the total amount of \$137,774.00 be approved and that President Brooks be authorized to sign the budget change request. The motion carried.

President Brooks reviewed planning to date on the proposed budget request for 1963-65. Emphasizing that all figures are still preliminary in nature, he pointed out that the total increase over the present biennium may amount to approximately 56% providing the salaries of faculty members are based on an increase of 7 1/2% plus one step. Mr. Courson explained that the operations budgets were presented using the necessary figures as presented by each division. He also indicated that in addition to the necessary divisions in certain areas made requests for the expansion of the present program and the addition of new programs. None of these items, however, were considered in arriving at the 56% increase.

President Brooks discussed proposed parking fees for 1962-63. He stated that in 1961 the legislature passed a law permitting parking fees to be charged by colleges for the purpose of constructing parking areas and that it was expected that the college would finance improvement of parking areas through the collection of fees.

MOTION NO. 766: It was moved by Mrs. Davis, seconded by Mrs. Therriault that all student cars must be registered beginning fall quarter 1962 and that a fee of \$3.00 per quarter be charged each student and that the faculty rate be studied further and the establishment of a parking fee be recommended and

reported to the next meeting of the Board. Motion carried.

At the conclusion of the meeting Dr. Brooks reported on the orientation of faculty members for next fall. He invited Board members to the orientation program which will be held on Friday, September 21, indicating that this year's program is being designed to orient faculty to the condition of the College and to many problems that should be considered in 1962-63.

It was agreed that the September meeting of the Board be held on the evening of September 21.

The meeting adjourned.

MOTION NO. 147: It was moved by Mrs. Davis, seconded by Dr. Wallis, that the recommendations of the administration be accepted and that the Bureau Agency be authorized to furnish guard service, including supervision of parking, on the campus. Motion carried.

APPROVAL OF MINUTES

The minutes of the meeting of July 20, 1962 were discussed.

MOTION NO. 148: It was moved by Mrs. Davis, seconded by Mrs. Thorsrud that the minutes of the meeting of July 20, 1962 be accepted. Motion carried.

REPORT OF THE PRESIDENT AND ADMINISTRATIVE OFFICERS

Dr. Brooks presented an oral report on the enrollment outlook for 1962. He stated that the Registrar's estimates are that there will be approximately 1,000 freshmen, 350 transfers, and 1,250 former students, or a total of approximately 2,600 students this fall. Schmidt's median projection for this fall is 2,570, so the college will be substantially above the median, if the projections prove correct.

Dr. Brooks invited questions on the written reports he had prepared for the Board. Mrs. Davis questioned the advisability of heading against tuition receipts, a plan that had been explained in the report. Mr. Erickson stated that in his discussion with the representatives of the legislature, who had prepared the bill, he gained the impression that the state probably would continue to build educational buildings but not "service" buildings. Central plans to build only for such service buildings. Mr. Erickson, Dr. Brooks, and others reviewed the reasons for heading and pointed out the legislature had placed no restrictions on the use of funds other than that they be used for capital outlay projects.

Dr. Brooks discussed the bill relative to the incentive program which will probably be sponsored by the Legislative Interim Committee on Higher Education. Dr. Wilson suggested that the Board ask Dr. Brooks to inquire of Dr. French,