

1-28-1963

1963 - 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
Olympian Hotel, Olympia, Washington
January 28, 1963

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~~SECRET~~
~~Approved~~

The regular meeting of the Board of Trustees was held on January 28, 1963, at eight p. m., in the Olympian Hotel, Olympia, Washington. Present were Mr. Victor J. Bouillon, Chairman; Dr. Roy P. Wahle, Vice Chairman; Dr. Archie S. Wilson; Mrs. Frank Therriault, and Mrs. Frederick W. Davis. Also present were Dr. James E. Brooks, President; Dr. Emil Samuelson, Dean of Students; Mr. Kenneth Courson, Business Manager; Mr. Ed. K. Ericksen, Director of Educational Services and Development; and Dr. Edward A. Hungerford, Assistant to the President, who acted as secretary. A number of guests appeared briefly before the opening of the meeting to welcome the Board members to Olympia and express their views concerning various aspects of the college's current and future programs.

APPROVAL OF MINUTES

MOTION NO. 836: Mrs. Davis moved, Dr. Wilson seconded, that the Minutes of the December 14, 1962, meeting be approved. Motion carried.

REPORTS OF THE PRESIDENT AND ADMINISTRATIVE OFFICERS

Dr. Brooks asked that the following items be added to the agenda: (Communications, B) Letters from Mary Elizabeth Whitner, Assistant Professor of Music; (New Business, L) Selection of Architect for Proposed Dormitories; (New Business, M) Adjustment of Salary for College Purchasing Agent.

MOTION NO. 837: Dr. Wahle moved, Dr. Wilson seconded, that the items as suggested by the President be added to the agenda. Motion carried.

MOTION NO. 838: Mrs. Davis moved, Mrs. Therriault seconded to add an item, (C) Communication from Mr. Fred Bassetti, Architect, to Communications. Motion carried.

This item was taken up first as a convenience to Mr. Bassetti. He reported to the Board of Trustees as to the relative cost of high-rise (or multi-storied) housing in dormitories, as against low-rise, or single and two-story housing.

The following reports were submitted to the Board, with appropriate comments from Dr. Brooks and other representatives of the College. (A) Continuation of President Brooks' investigation of a Foundation for the college capable of receiving donations and funds; (B) Information that Dale Kinkade, Assistant Professor of German, has completed requirements for the Ph. D. in Anthropological Linguistics and will be formally granted the degree in June, 1963; (C) the Civil Service monthly report for December, 1962; (D) a summary of budget changes, September 21, 1961, to January 10, 1963; (E) report on the problem of moisture condensation in the New Women's Dormitories; (F) Approval of an F. H. H. A. fund reservation of approximately \$2,000,000 to build new dormitories; (G) a review of the Governor's budget proposal to the legislature; (H) an oral report on the current activity in the legislature, the progress of educational bills, etc.; (I) a report on plans and progress for the 1963 symposium, and proposed schedule of events.

MOTION NO. 839: Dr. Wahle moved, and Mrs. Davis seconded, that the Reports of the Administration be accepted. Motion carried.

Because of urgent personal business, the Board's chairman, Mr. Bouillon, was forced to return to Ellensburg and excused himself from the remainder of the meeting. He turned control of the meeting over to Dr. Roy P. Wahle, vice chairman.

COMMUNICATIONS

The Board received the following communications from: (a) The Federal Communications Commission which has authorized a license change for KCWS-FM, the college radio station, to operate on a new frequency of 91.5 megacycles; (b) Mary Elizabeth Whitner, Assistant Professor of Music. The following statement was made regarding Mrs. Whitner's letters: The Board of Trustees acknowledges the letters from Mary Elizabeth Whitner of November 6, 1962, and January 8, 1963, and directs the President to refer the letters to the appropriate faculty or administrative unit for their study. The Board acknowledges that due to an oversight the November 6, 1962, letter did not appear on any previous agenda of this Board; and further, the Board wishes to reiterate that the Board of Trustees customarily receives any communication from the faculty or its members through the office of the President; and (c) Communication from Fred Bassetti, Architect. (see above.)

UNFINISHED BUSINESS

Because of liability insurance and income tax considerations, President Brooks requested a specific directive that he must live in college housing.

MOTION NO. 840: Dr. Wilson moved that the President and his family be required to live in the President's home on the Central Washington State College campus as part of his obligation to the college. Mrs. Therriault seconded. Motion carried.

Dr. Brooks introduced a discussion of the case of Tom Rice, a student. Board members have received a report and recommendations of a special faculty committee organized to consider this case of expulsion. Dr. Samuelson, Dean of Students, spoke concerning the report and recommendations, to the effect that expulsion be changed to suspension for a period of three years, a proposal that has the approval of the Student Personnel Committee. Dr. Wilson suggested that the suspension should be for whatever period of time is standard procedure for the college.

MOTION NO. 841: Dr. Wilson moved, Mrs. Therriault seconded, that the expulsion of Mr. Tom Rice be changed to a suspension for an indefinite period, and that he may be eligible to reapply for admission at any time, and that he may be readmitted upon acceptance by the college authorities. Motion carried.

Board members pointed out in their discussion that they are in consonance with the Mitchell committee's report, and asked that Dr. Samuelson inform others that this was the case.

MOTION NO. 842: Mrs. Therriault moved to thank the special committee headed by Mr. Mitchell and to express its appreciation of their work on the Tom Rice case. Dr. Wilson seconded. Motion carried.

NEW BUSINESS

MOTION NO. 843: Mrs. Davis moved that the Board of Trustees approve the policy for released time and financial assistance for faculty research, as recommended by the President's Council. Mrs. Therriault seconded. Motion carried.

Dr. Brooks asked Dr. Samuelson to comment on what policies might be followed by the Board of Trustees in making a review of the Student Government Association's annual budget. Dr. Samuelson explained how various activities such as athletics, publications, drama, and music are allotted varying amounts by the Student Government Association; and he indicated that with the addition this year of Mr. James Quann to the college personnel division, much progress has been made in developing a sound cooperative program. Mr. Courson explained the fee structure for student activities.

MOTION NO. 844: Mrs. Davis moved, Dr. Wilson seconded, that the President inform the Board of Trustees of the motion(s) in former years which have set the policy on Student Government Association fees. Motion carried.

Dr. Brooks presented the request of Miss Margaret Mount, Assistant Professor of Librarianship and Special Collections Librarian, for retirement status.

MOTION NO. 845: Mrs. Davis moved, Dr. Wilson seconded, that Miss Margaret S. Mount be granted the title of Assistant Professor of Librarianship, Emerita, with her retirement to become effective September 30, 1963; and that the Board send her its commendation for her many years of dedicated service to the Library and the college. Motion carried.

MOTION NO. 846: Mrs. Therriault moved, Dr. Wilson seconded, that Bernard Martin, Assistant Professor of Mathematics, be granted an extension of his leave for the year 1963-64 in order to complete the doctor's degree. Motion carried.

MOTION NO. 847: Dr. Wilson moved, and Mrs. Therriault seconded, that the Board of Trustees of Central Washington State College accept the recommendation of Jones, Lovegren, Helms and Jones, Architects, for the final acceptance of the work performed by General Investment Company, General Contractor for construction of Married Student Housing, Project CH-Wash-48-DS-Unit C. Motion carried.

MOTION NO. 848: Mrs. Davis moved, and Mrs. Therriault seconded that the Board of Trustees of Central Washington State College accept the recommendation of Jones, Lovegren, Helms and Jones, Architects, for the completion of the Married Student Housing, Project CH-Wash-48-DS-Unit C, as of December 26, 1962. Motion carried.

Dr. Brooks presented his recommendation, and those of Dean Crum and the Division of Language and Literature that Dr. Keith Rinehart, Acting Chairman of the division at the present time, be appointed chairman on a permanent basis. Dr. Brooks noted that a wide selection of credentials from both outside the college and within the division had been assembled and that the division gave Dr. Rinehart its first place recommendation. He added that he was happy personally to recommend this appointment.

MOTION NO. 849: Mrs. Therriault moved and Mrs. Davis seconded that Dr. Keith Rinehart be appointed Chairman of the Division of Language and Literature. Motion carried.

MOTION NO. 850: Dr. Wilson moved, Mrs. Therriault seconded, that Dr. Wahle be nominated for reappointment to the Board's personnel committee. Motion carried.

Dr. Brooks presented the recommendations of the faculty Sabbatical Leave Committee and the President's Council concerning sabbatical leaves requested for the next academic year. Five faculty members applied and all are qualified, according to present policy. After some discussion of the policy the Board acted on the following motion.

MOTION NO. 851: Mrs. Therriault moved, and Mrs. Davis seconded, that approximately \$11,000 be authorized for use in sabbatical leaves for 1963-64 and that the Sabbatical Leave Committee assist the President in selecting the recipients of these leaves. Motion carried.

MOTION NO. 852: Mrs. Therriault moved, Mrs. Davis seconded, that Mr. Paul Heald be given a half time assignment in the Art Department, for winter and spring quarters, 1963, at a salary of \$2,250. Motion carried.

MOTION NO. 853: Mrs. Davis moved, Mrs. Therriault seconded, that Mr. Donald Thompson, Professor Emeritus, be appointed to the Education Department for first-year teacher follow-up, at a salary of approximately \$1,450. Motion carried.

MOTION NO. 854: Dr. Wilson moved, Mrs. Therriault seconded, that the Board of Trustees accept the change of Mr. Ron Carraher from Art to half time publications work, together with a budget transfer of approximately \$2,000 to provide him with student help and materials necessary to carry out improvements of college publications. Motion carried.

Mr. Courson presented to the Board his recommendation concerning bond sales. The only bid received by the college was from the Federal Government.

MOTION NO. 855: Dr. Wilson moved and Mrs. Therriault seconded the acceptance of the bid of the Housing and Home Finance Agency for \$3,324,000 of college bonds at 3 1/8 percent for Series A bonds and 3 1/2 per cent for Series B bonds. Motion carried.

Dr. Brooks presented a letter from the Campus Site and Development Committee concerning the selection of an architectural firm to plan and supervise

the building of the proposed new \$2,000,000 dormitories. Board members expressed their appreciation for the screening work the committee had accomplished but expressed concern that not enough information had been presented to them on the final list so they could make the best decision on this matter. Mr. Erickson spoke in explanation of the committee's recommendations.

MOTION NO. 856: Dr. Wilson moved, and Mrs. Davis seconded, that the seven architectural firms listed in the letter of January 26 to Dr. Brooks from Mr. Erickson be asked to submit at the next Board of Trustees meeting outlines of their plans for the solution of the dormitory problem so that Board members can make a decision as to which architectural firm to choose. Motion carried.

Mr. Courson, Business Manager, recommended that the salary of the Director of Purchasing be raised to range 36 in the new Civil Service pay scale, and that a budget transfer be authorized to accomplish this salary adjustment. Since the budget transfer is within authorized limits, the Board approved of handling this by administrative channels. The Personnel Committee has approved of the raise to range 36 in the pay scale.

There was a discussion of the dates of future meetings and activities on the college campus which might involve the Board of Trustees.

MOTION NO. 857: Mrs. Davis moved, Mrs. Therriault seconded, that the date of March 1, 1963, be approved for Board Day on campus. Motion carried.

MOTION NO. 858: Dr. Wilson moved, Mrs. Davis seconded, that the regular Board of Trustees meeting be held at 9:00 a. m. on Saturday, March 2, 1963. Motion carried.

MOTION NO. 859: Mrs. Therriault moved, Mrs. Davis seconded, that the meeting be adjourned. Motion carried.

REPORT OF THE PRESIDENT AND ADMINISTRATIVE OFFICERS
The President reported on grants received by the President's Office: \$1,000 for the President's Scholarship and for general public relations purposes and \$200 for the Victor J. Tomlinson Library. The grants were made through the funds provided by an individual donor and were acknowledged by the President. The Board has been notified by the Foundation officer to visit the campus.
The President has also received \$100 from Vermontville Contractors, Inc., for the 1962-63. The President has acknowledged the funds and reported this sum to the Finance of the Library Fund. At the meeting, when the reports were accepted by the Board, a motion approving the Board's acknowledgment of these gifts was made.
Other reports were presented as follows: Report A, the Civil Service Report by the Board; Report B, the letters from members of the faculty and staff; Report C, the Board's report on their information to date of their activities with requests submitted later to the Board. (Lecture Room 101, Report