

7-26-1963

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
Mirror Room
Leopold Hotel
Bellingham, Washington
July 26, 1963

The regular meeting of the Board of Trustees was held on July 26, 1963 in the Mirror Room of the Leopold Hotel in Bellingham, Washington. Board members present were: Mr. Victor J. Bouillon, Chairman; Dr. Roy P. Wahle, Vice Chairman; Mrs. Frank Therriault; Mrs. Frederick W. Davis and Dr. Archie S. Wilson.

Also present were Dr. James E. Brooks, President; Dr. J. Wesley Crum; Mr. Kenneth Courson; Dr. Donald Baepfer; Mr. Roger Munn; Mr. John Ludtka; Mr. Fred Bassetti and Mr. William Kerr. Mrs. Owen Paul, secretary to the President, acted as secretary.

Mr. Victor J. Bouillon, Chairman, called the meeting to order at 8 p. m.

Dr. Brooks asked that the following items be added to the agenda under New Business: Item K - Room and board rate increase for summer, 1964; Item L - Purchase of Fetter property, 1315 N. Chestnut; Item M - Resolution for loan agreement regarding \$2,300,000 bond issue; Item N - Preliminary Drawings for new dormitories to house 500 students and Item O - Interim Financing.

MOTION NO. 439: Mrs. Davis moved, seconded by Mrs. Therriault, that Items K through O be added to the agenda under New Business. Motion carried.

APPROVAL OF MINUTES

MOTION NO. 440: Mrs. Therriault moved that the minutes for the meeting of June 7, 1963, be approved. Motion was seconded by Dr. Wilson. Motion carried.

Item N under New Business was taken up next as a convenience to Mr. Bassetti. Mr. Bassetti stated the preliminary plans for the construction of new dormitories have been approved by the committees involved in the planning and have also been approved by the campus planner. Mr. Bassetti presented drawings showing building floor plans, elevations, individual room floor plans, and perspectives and a scale model of the proposed buildings, adjacent dormitories and planned landscaping.

MOTION NO. 441: Dr. Wahle moved, seconded by Mrs. Davis, that the Board of Trustees approve the Preliminary drawings of the proposed new dormitories as presented by Mr. Bassetti and authorize the architect to proceed with working drawings. Motion carried.

MOTION NO. 442: Mrs. Davis moved, seconded by Mrs. Therriault, that an Interior Designer be employed by the college to assist Mr. Bassetti with the new dormitories.

Following discussion of this item of business (Item B-Unfinished Business) by Mr. Bassetti, Mr. Roger Munn and board members, Mrs. Davis amended her motion to read "that an Interior Designer for the new dormitories be employed by Mr. Bassetti." The amendment was seconded by Mrs. Therriault. The Motion as amended was carried.

REPORTS

Dr. Brooks presented the following reports: A. Report on President's Council and Inter-Institutional Committees; B. Prospects for Fall enrollment, 1963 (the Housing and Admissions Report indicated an increase of 146 students over the report for July 30, 1962); C. Civil Service Reports for May and June, 1963; D. College Budget Reports for May and June, 1963; and E. Report of Physical Plant Director. In connection with Report E, Dr. Brooks informed the board that for the first time the college has moved from a delayed to a preventative maintenance program in the areas under Mr. Paul Echtel, Director of Physical Plant and Mr. Roger Munn, Director of Auxiliary Services.

MOTION NO. 443: Mrs. Therriault moved, seconded by Dr. Wahle, that the Board of Trustees accept the reports as presented by the President. Motion carried.

COMMUNICATIONS

Dr. Brooks reported on a letter he had received from James D. Cowan of the Yakima architectural firm of Cowan-Paddock-Hollingbery regarding the problem of cracking and splitting of plaster in the Student Housing project. Mr. Cowan's communication enclosed a copy of a letter from the Attorney General's office indicating that the Dow Chemical Company research now shows that if styrofoam aggregate is not within certain limited specifications, cracking and checking will occur and the aggregate may not adhere to the surface. The Attorney General's office has requested the Dow Chemical Company to stand the entire \$7,700 loss to the student housing project.

The second communication received by the board was from Mr. Herbert R. Hearsey, President of the Evergreen Intercollegiate Athletic Conference expressing appreciation for Mr. Leo Nicholson's work since 1929 as Athletic Director and as a leader in the Evergreen Conference.

MOTION NO. 444: Mrs. Therriault moved, seconded by Mrs. Davis, that Mr. Leo Nicholson be congratulated for his service to the Evergreen Conference. Motion carried.

UNFINISHED BUSINESS

Dr. Brooks indicated to the board that the Student Government Budget had been approved only on a tentative basis for 1963-64 at the June 7, 1963 board meeting. On July 22, Dr. Brooks submitted additional information to board members regarding SGA financing, indicating how the administration was trying to work with students in this area. The board has also received two breakdowns on the athletics portion of the SGA budget. Through the use of detailed budgets from

each area using SGA funds a biennial budget was worked out using business office procedures and the state code for accounts. This experience provided the students with learning opportunities and responsibility for long range planning. However, detailed budgets were not submitted for the annual yearbook and the campus paper. Detailed budgets have been requested and will be required before these budgets are approved.

Noting that this was the first time that the Board of Trustees had been invited to give careful examination of the SGA budgets, Dr. Brooks raised the question of the Board's role regarding the SGA budget. Dr. Wahle replied that he felt the Board's philosophy was one of trying to develop student opportunities to work within certain limitations to gain practical experience in fiscal areas. It was felt this experience should be as unfettered as possible but still within the areas within which the college works. Dr. Wahle said further that as long as there was a state audit of SGA funds and as long as the board received a general report of the SGA budget the board's role should be one of acceptance and not approval of the report, and would therefore be listed on the agenda under Reports to the board.

There was some discussion of the academic areas (such as art, drama, music and athletics) which have programs supported by the SGA. Dr. Brooks indicated this element had not been resolved but that the students and administration plan to work on this phase of SGA financing. He also stated that the three state colleges are working on a detailed analysis of all expenditures of SGA funds under the control of the Physical Education Division.

Dr. Brooks stated he hoped that next year the SGA officers would present a detailed report to the Board of Trustees in connection with their budget, using charts and graphs showing their plans for the future, what they are trying to do with their money, their activities and reserves.

NEW BUSINESS

Dr. Brooks reported that a \$2,000 deposit in the United Student Aid Funds of New York City program gained a loaning capacity for Central students of \$50,000. The \$2,000 was taken from the college loan fund and it is hoped it can be replaced by donations. Mr. Courson indicated that the Ellensburg Rotary and Kiwanis clubs have been contacted and are interested in helping with this project.

MOTION NO. 445: Dr. Wahle moved, seconded by Mrs. Davis, the approval of the college participation in the United Student Aid Funds program. Motion carried.

MOTION NO. 446: Dr. Wahle moved, seconded by Mrs. Davis, that Mr. John Allen be approved as Acting Librarian for 1963-64 while the search continues for a permanent librarian to replace Mr. Gorchels. Mr. Allen's salary is to be \$9,702 (Step 9.0 plus 2/9ths for summer). Motion carried.

MOTION NO. 447: Mrs. Davis moved, seconded by Mrs. Therriault, that the board approve the resignation of Dr. Robert Brown, Sociology, effective August 31, 1963. Motion carried.

MOTION NO. 448: Dr. Wilson moved, seconded by Mrs. Davis, that the following new staff additions be approved for 1963-64. Motion carried. Robert E. Anderson, Assistant Professor of Education, Salary \$7,804; Donald G. Brown, Acting Assistant Professor of Education and Supervisor of Student Teaching in Vancouver, Salary \$7,411 plus \$823.44 for the pre-autumn assignment = \$8,234.44; Robert B. Burns, Lectureship in Science Education, Salary \$7,804; Katharine S. Duroe, Acting Assistant Professor of Home Economics, Salary \$7,938; John E. Davis, Assistant Professor of Education, Salary \$7,540; Richard Fairbanks, Assistant Professor of Art and Industrial Arts; Salary \$7,039; Paul Heald, Lecturer in Art; Salary \$4,608; Donnajean Mitchell, Supervisor in Kittitas County for pre-autumn "September" laboratory experience program for teacher education students, Salary \$600; Charles Sears, Acting Assistant Professor of Education, Salary \$7,411; Janet Stayton, Instructor in Art, Salary \$6,210; Louise Tobin, Associate Professor of Home Economics and Chairman of the Department of Home Economics, Salary \$9,154; Shirley Waugh, Instructor in Librarianship, Salary of \$7,853 (12 months basis); Margaret Warriner, Acting Assistant Professor of Education (Helping Teacher, CES), Salary \$7,411.

MOTION NO. 449: Dr. Wahle moved, seconded by Dr. Wilson that the board approve a supplement to the contract of the Counseling and Guidance Training Institute in the amount of \$480.00 additional funds provided to operate the closed circuit TV for 32 hours. Motion carried.

MOTION NO. 450: Mrs. Davis moved, seconded by Mrs. Therriault, that the Board of Trustees of Central Washington State College accept the recommendation of Doudna, Williams, and Phipps, Architects, for the final acceptance of the work performed by Paul A. Cook, Inc., General Contractor for the conversion and addition to the existing library building, as of June 20, 1963. Motion carried.

MOTION NO. 451: Mrs. Davis moved, seconded by Dr. Wahle, that the Board of Trustees of Central Washington State College accept the recommendation of Doudna, Williams and Phipps, Architects, for the final acceptance of the work performed by Grant County Mechanical Contractors, Mechanical Contractor for the conversion and addition to the existing library building, as of June 20, 1963. Motion carried.

MOTION NO. 452: Mrs. Davis moved, seconded by Dr. Wahle, that the Board of Trustees of Central Washington State College accept the recommendation of Doudna, Williams and Phipps, Architects, for the final acceptance of the work performed by Smith & Wilson Electric, Inc., Electrical Contractors for the conversion and addition to the existing library building, as of June 20, 1963. Motion carried.

MOTION NO. 453: Dr. Wahle moved, seconded by Dr. Wilson that the Board of Trustees of Central Washington State College amend the resolution which the Board of Trustees adopted August 19, 1960 pertaining to the issuance of its \$1,446,000.00 Central Washington College of Education Housing System Bond of 1958, and that Mr. Bouillon be authorized to sign said resolution for

the Board of Trustees; and it was further moved that a complete copy of said resolution be attached to the minutes of this meeting. Motion carried.

MOTION NO. 454: Mrs. Therriault moved, seconded by Dr. Wilson, that the Board of Trustees of Central Washington State College supplement and amend a resolution of the Board of Trustees adopted October 26, 1962, pertaining to the issuance of its \$550,000.00 Central Washington State College Housing System Bond of 1961, Series A, and its \$2,774,000.00 Central Washington State College Housing System Bond of 1961, Series B, and that Mr. Bouillon be authorized to sign said resolution for the Board of Trustees; and it was further moved that a complete copy of said resolution be attached to the minutes of this meeting. Motion carried.

Dr. Brooks said the business managers of the state colleges and universities are concerned as to the future ability of the schools to operate and finance the construction of dormitories and food services solely from board and room payments from students living in the dormitories. Because of this concern, the schools wish to review present operating costs and financing methods, and to project these operating costs relative to the construction of additional dormitory and dining facilities. Mr. Courson added that the business managers have suggested that the five state institutions of higher learning jointly hire an outside consultant to survey and report on the present financing situation at each institution.

MOTION NO. 455: Dr. Wilson moved, seconded by Mrs. Therriault, that Central Washington State College participate with the other state colleges and universities in a survey of dormitory operations including both food and lodging to be conducted by the Seattle firm of Touche, Ross, Bailey and Smart, at a cost not to exceed \$3,000, plus travel and other related costs not to exceed \$300, for a total maximum cost of \$3,300. The cost of the survey will be prorated among the five institutions on a dormitory occupancy basis. Motion carried.

Item I - Board elections for 1963-64 was deleted from the agenda.

Mr. Courson stated the rates for board in summer have been consistently low in comparison to costs of board for the academic year. The President's Council reviewed the costs for summer session and proposed the following rates be accepted by the Board of Trustees: Full Session - \$88; Single Session - \$44; Two-week Workshop - \$20; and a One-week Workshop - \$10.

MOTION NO. 456: Dr. Wahle moved, seconded by Mrs. Therriault, that the Board of Trustees adopt the proposal to increase the board rate for summer, 1964 as follows: Full Session - \$88; Single Session - \$44; Two-week Workshop - \$20; One-week Workshop - \$10. Motion carried.

Dr. Brooks asked Mr. Courson to comment on the information that Mr. E. L. Fetter has indicated he is desirous of selling his property at 1315 N. Chestnut. Mr. Courson said the purchase of this property would complete the block in which the Moore-Anderson Halls are located.

MOTION NO. 457: Dr. Wilson moved that the E. L. Fetter property at 1315 N. Chestnut be purchased in accordance with the state procedures. Motion was seconded by Dr. Wahle. Motion carried.

Dr. Brooks asked Mr. Courson to present the information to the Board in connection with the resolution for loan agreement regarding the \$2,300,000 bond issue. Mr. Courson said he had been sent two copies of the Loan Agreement (Project No. Ch-Wash-59 (D) dated as of July 1, 1963, between Central Washington State College and the Government, together with a suggested form of Resolution and Certificate, and had been asked to have them approved and executed by the Board of Trustees. However, he had just received a telegram asking that all papers be returned to him so that Section 27 could be revised to include a statement regarding nondiscrimination. It was understood that if the resolution were adopted an amendment to include the nondiscrimination statement would become necessary.

MOTION NO. 458: Dr. Wilson moved, seconded by Dr. Wahle, that the following resolution be adopted. Motion carried.

RESOLUTION APPROVING LOAN AGREEMENT

WHEREAS, there has been filed with the United States of America, an application for a loan to provide four new dormitory buildings housing approximately 500 students; including 2 men's dormitories, each housing approximately 126 students, 1 guest, and providing a proctor's apartment; and 2 women's dormitories, each housing approximately 124 students, 1 guest and providing a proctor's apartment; all with necessary appurtenances and site improvements at Central Washington State College, Ellensburg, Washington CH-Wash-59(D) and the United States of America, acting by and through the Housing and Home Finance Administrator, has tentatively offered to make the requested loan and has transmitted for consideration a proposed Loan Agreement; and

WHEREAS, said Loan Agreement has been duly read in open meeting, fully considered in accordance with all pertinent rules of procedure and legal requirements, and made a part of the records of the Board of Trustees of Central Washington State College; and

WHEREAS, it is deemed advisable and in the public interest that said Loan Agreement be approved and its execution authorized;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Central Washington State College that the said Loan Agreement be and the same hereby is approved without reservation or qualification.

BE IT FURTHER RESOLVED that V. J. Bouillon, the Chairman of the Board of Trustees of Central Washington State College, be and he is hereby authorized to execute said Loan Agreement, and James E. Brooks, the Secretary thereof, be and he is hereby authorized to attest the execution of said Loan Agreement.

Adopted and approved this 26 day of July, 1963.

MOTION NO. 459: Dr. Wilson moved, seconded by Dr. Wahle, that in addition to Motion No. 458 approving loan agreement, that V. J. Bouillon, Chairman, be authorized to sign an amendment to above loan agreement revising Section 27, Terms and Conditions, Form CFA-520, regarding nondiscrimination in order to comply with executive order #11 114, effective 7-22-63. Motion carried.

Mr. Courson spoke on the interim financing of \$2,300,000 in connection with the construction of the new dormitories. Mr. Courson said that under Plan I the Pacific National Bank of Seattle had offered interim financing on Project CH-Wash-59(D) at a rate of 2 3/4% interest, with Central Washington State College borrowing the money as needed. Under Plan 2 which Mr. Courson presented to the Board of Trustees the college would still be working with the Pacific National Bank of Seattle but the \$2,300,000 would be loaned to the college immediately and the college in turn would authorize the bank to invest the money in U.S. Treasury notes. Mr. Courson estimated this method of interim financing would save Central Washington State College approximately \$17,000.00. Mr. Courson stated this plan had been accepted by the Trustees of the University of Alaska but had been rejected by Washington State University.

MOTION NO. 460: Dr. Wahle moved, seconded by Dr. Wilson, that Central Washington State College use Plan 2 for interim financing subject to the approval of the Attorney General of the State of Washington and should he not approve, that Plan 1 be used. Motion carried.

MOTION NO. 461: Dr. Wahle moved, seconded by Dr. Wilson, that the Board of Trustees of Central Washington State College meet upon call of the President or on September 13, 1963, whichever comes first. Motion carried.

MOTION NO. 462: Dr. Wilson moved, seconded by Mrs. Davis, that the meeting be adjourned. Motion carried.