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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
Conference Center
CWSC Campus, Ellensburg, Washington
September 13, 1963

The regular meeting of the Board of Trustees was held on September 13, 1963 in the Conference Center on the campus of Central Washington State College in Ellensburg, Washington. Board members present were: Mr. Victor J. Bouillon, Chairman; Mrs. Frank Therriault; Mrs. Frederick W. Davis; and Dr. Archie S. Wilson. Dr. Roy P. Wahle, Vice Chairman, was absent.

Also present were Dr. James E. Brooks, President; Dr. Donald Duncan, Dean of Men; Mr. John Ludtka, Director of Information; Mr. Lloyd Buckles, Budget Director; Mr. Ed K. Erickson, Director of Development and Educational Services; and Mr. Robert Howser, Personnel Director. Mrs. Owen Paul, secretary to the President, acted as secretary.

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

APPROVAL OF MINUTES

MOTION NO. 463: Dr. Wilson moved, seconded by Mrs. Therriault, that the minutes of the meeting on July 26, 1963 be approved with the following corrections: (a) Deletion of the words "the" and "Regents" from the last sentence of the first paragraph on the last page of the minutes so the sentence reads "Mr. Courson stated this plan had been accepted by the Trustees of the University of Alaska but had been rejected by Washington State University." (b) Addition of the words "and authorize the architect to proceed with working drawings" to Motion No. 441 to clarify the intent of that motion. Motion carried.

Dr. Brooks asked that Items F - Landscape Architect for New Dormitory Area and G - Preliminary Planning for Additional Dormitories, be added to the Agenda.

MOTION NO. 465: Dr. Wilson moved, seconded by Mrs. Davis, that Items F and G be added to the agenda. Motion carried.

REPORTS

Dr. Brooks introduced Mr. Robert Howser, the new Personnel Director for the college, who commented briefly on the Civil Service reports for July and August 1963.

Mr. Lloyd Buckles, Budget Director, distributed copies of a Summary Report of Budgetary Operations for the Biennium 1961-1963, to the members of the Board for their information. The report showed that \$809,52 from the State Appropriations (Salaries, Wages, and Operations) had reverted to the State General Fund at the close of the biennium and that there was an ending balance of \$80,714.13 in the General Local Fund.

MOTION NO. 466: Mrs. Davis moved, seconded by Mrs. Therriault, that the reports be accepted. Motion carried.

COMMUNICATIONS

MOTION NO. 467: Dr. Wilson moved, seconded by Mrs. Davis that the Board acknowledge the following communications which were received by the Board. (a) Robert J. Doran, Chief Assistant, Attorney General, informed the College on July 29, 1963 that Mr. Charles F. Murphy, Assistant Attorney General, had been assigned to handle legal matters for the College. (b) The U. S. Federal Communications Commission authorized the College to use and operate KCWS-FM on a frequency of 91.5 megacycles with a transmitter output power of 10 watts. (c) The U. S. Office of Education, Health, Education and Welfare, Bureau of Educational Assistance Programs notified the College that the federal capital payment for NDEA loans for the College during 1963-1964 would total \$109,546.00. (d) Dr. Herbert R. Hearsey, President of the Evergreen Athletic Conference, expressed appreciation to the Board and the College for the services of Perry H. Mitchell who has been Secretary-Treasurer of the conference the past two years and has served the conference for many years prior to 1961. (e) Central received a special nuclear material license from the Atomic Energy Commission. Motion carried.

Dr. Brooks introduced Dr. Donald Duncan, the new Dean of Men. Dr. Duncan informed the members of the Board that all residence halls are full for both men and women and that 35 to 40 off-campus rooms have been offered for students. Some freshmen will be allowed to live off campus for one quarter (fall) until vacancies occur in campus housing. Dr. Wilson inquired if the householder agreement contained a statement to the effect that students would be received without regard to race, color and creed, and was informed by Dr. Duncan that at present it did not contain such a statement. Dr. Duncan will submit copies of the householder's agreement to the members of the Board.

NEW BUSINESS

MOTION NO. 468: Dr. Wilson moved, seconded by Mrs. Davis, that additions to the faculty be approved as follows: David J. Hill, Lecturer in Sociology - \$6,634 on a ten-month basis; Robert W. Jahns, Acting Assistant Professor of Library Science and Acquisitions Librarian - \$8,108 on a twelve-month basis (this is a temporary position for the period of September 9, 1963, through June 30, 1964.); Jin Ong, Assistant Professor of Psychology - \$6,801 on a ten-month basis; James M. Sahlstrand, Lecturer in Photography and Art - \$6,000 on a ten-month basis; William D. Schmidt, Lecturer in Education and Coordinator of Instructional Materials - \$8,126 on a twelve-month basis. Motion carried.

MOTION NO. 469: Mrs. Therriault moved that Miss Margaret S. Mount be employed as a Special Collections Librarian during May and June, 1964 at a salary of \$808.50 per month. Motion seconded by Mrs. Davis. Motion carried.

MOTION NO. 470: Mrs. Davis moved, seconded by Dr. Wilson, that the Board of Trustees accept the recommendation of Jones, Lovegren, Helms and Jones, Architects, for the acceptance of the May Nursery Company contract for landscaping around the Married Student Housing as substantially completed as of June 15, 1963. Motion carried.

Dr. Brooks asked Mr. Howser to comment on the proposal of the five state colleges and universities to hire Mr. Donald Dickason, Personnel Consultant. Mr. Howser distributed copies of the minutes of the August 23, 1963 Personnel Directors' meeting. Mr. Howser indicated Western and Eastern Washington State Colleges preferred to pay the cost of a consultant on a 1/5th basis. Dr. Brooks spoke in favor of hiring a consultant and of prorating the cost according to the number of Civil Service personnel on each campus. On this basis the cost to Central Washington State College would be less than \$100, Dr. Brooks stated. Some members of the Board questioned the need for the services of a consultant at this time and indicated they would like to have more information on the proposal from Dr. Wahle, absent member of the Board and chairman of the Board's Personnel Committee, who had also attended the Personnel Directors' meeting in Seattle.

MOTION NO. 471: Dr. Wilson moved, seconded by Mrs. Therriault, that the matter of the proposal to hire a personnel consultant be tabled. Motion carried with Mr. Bouillon voting no.

Mr. Ed Erickson was asked to speak on the subject of a landscape architect for the new dormitories. Mr. Erickson said well-planned landscaped areas around a new building become an important part of the total building design. He indicated that it has been found to be more feasible to develop a separate contract for landscape services and to call for separate bids. In accordance with Mr. Bassetti's recommendation, Mr. Erickson recommended that Mr. Richard Haag of Seattle be approved as the landscape architect for the new dormitories.

MOTION NO. 472: Dr. Wilson moved, seconded by Mrs. Therriault, that Richard Haag Associates of Seattle, Washington be awarded the contract for the development of landscape plans and specifications for the area surrounding the proposed new dormitory complex located at the corner of 11th and Chestnut Street and the area surrounding Barto Hall. Motion carried.

Dr. Brooks recommended that the Board authorize the administrators to investigate the possibilities of obtaining pre-planning funds for additional student housing before the actual need for the housing is upon the college.

MOTION NO. 473: Dr. Wilson moved, seconded by Mrs. Davis, that the appropriate administrators of the College be authorized to explore the possibilities of obtaining Federal pre-planning funds for an additional student dormitory and to take the necessary steps for applying for such funds as soon as the feasibility has been determined. Motion carried.

MOTION NO. 474: Mrs. Therriault moved, seconded by Mrs. Davis, that Dr. Archie Wilson be authorized to attend the Association of Governing Boards meeting October 16-18, 1963, at the Pennsylvania State University. Motion carried.

MOTION NO. 475: Mrs. Therriault moved, seconded by Dr. Wilson that the next meeting of the Board of Trustees be held in the morning of October 26 on the Central Washington State College campus. Motion carried.

MOTION NO. 476: Dr. Wilson moved the meeting be adjourned. Seconded by Mrs. Davis. Motion carried.

Also present were Dr. James E. Brooks, President; Mr. Kenneth Carrison, Campus Manager; Mr. John Lucka, Director of Information; and Dr. Maurice Peltt, Professor of Education. Mrs. Owen Paul, secretary to the President, acted as secretary.

Dr. Victor J. Benfield, Chairman, called the meeting to order at 8 a. m.

APPROVAL OF MINUTES

Dr. Brooks requested that the number "500 units" be deleted from Motion No. 473 of the minutes of the September 18, 1963 meeting in order that the planning for minimal student dormitories would be kept flexible to meet changing conditions.

MOTION NO. 477: Dr. Wilson moved, seconded by Mrs. Therriault, that the number "500 units" be deleted from Motion No. 473. Motion carried.

MOTION NO. 478: Mrs. Therriault moved, seconded by Dr. Wilson, that item E-Enrollment for Fall, 1963 be added to the agenda under Reports and that items G-Hiring of Consultants to Survey Civil Service Programs at the Five Institutions; D-Approval of Employment of Wendell Hill as Director of Auxiliary Services; E-Purchase of a Better Building for Storage; F-Authorization for purchase of the Nichol property and G-College Travel Policies, be added to the agenda under New Business. Motion carried.

REPORTS

Dr. Brooks called the Board's attention to the Civil Service Report for the month of September. The report listed the changes in Civil Service staff for that month.

Dr. Brooks reported orally to the Board on item B-Campus Improvements, Scheduling and Campus Planning and item E-Enrollment for Fall, 1963. Dr. Brooks said the Housing Committee and the Campus Use and Development Committee have been meeting regularly to discuss problems that are facing the college. Dr. Brooks stated that the campus plan approved in 1960 needed revision so it is not totally suitable as a guide to five-year planning. Some current problems are: (1) where to build a new administrative building; (2) where to locate additional student