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1964 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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BOARD OF TRUSTEES MEETING
Central Washington State College
9:30 a.m., March 21, 1964

The regular meeting of the Board of Trustees was held on March 21, 1964 in Room 203A of the Bouillon Library on the Central Washington State College campus. Board members present were: Mr. Victor J. Bouillon, Chairman; Dr. Roy P. Wahle, Vice Chairman; Mrs. Frederick W. Davis; and Mrs. Frank Therriault.

Also present were Dr. James E. Brooks, President; Mr. Kenneth Courson, Business Manager; Dr. Maurice L. Pettit, Faculty Senate Representative; Mr. John Ludtka, Director of Information; Mr. Kenneth Hammond, Director of Extension Service; Miss Helen Michaelsen, Associate Professor of Home Economics; Mr. Wendell Hill, Director of Auxiliary Services; and Mr. Daryl Hall, Editor of the Ellensburg Daily Record. Mrs. Owen Paul, secretary to the President, acted as secretary.

APPROVAL OF MINUTES

MOTION NO. 538: Mrs. Therriault moved, seconded by Dr. Wahle, that the minutes of the meeting of February 29, 1964 be approved. Motion carried.

MOTION NO. 539: Dr. Wahle moved, seconded by Mrs. Davis, that Dr. Archie S. Wilson's absence from the meeting be excused. Motion carried.

Dr. Brooks presented a revised agenda which the Board accepted.

REPORTS

The Civil Service Report for February, 1964 was reviewed by the members of the Board and there were no questions.

Dr. Brooks and Mr. Courson presented a Budget Changes Report including changes Nos. 16 through 54. Dr. Brooks explained that in the budget preparation a 6% turnover in the Business and Registrar's offices Civil Service Personnel was anticipated and a reduction was made in Civil Service salaries in the budget this year but this budget change needed to be restored because the savings as a result of turnover employment did not materialize. This amounts to \$6,723.00.

MOTION NO. 540: Dr. Wahle moved, seconded by Mrs. Davis, that Item No. 52 of the Budget Changes Report for March 12, 1964 restoring the budgeted 6% turnover reduction of Civil Services salaries in the amount of \$6,723.00 be approved. Motion carried.

Dr. Brooks presented a budget transfer which was not listed on the report of March 12, transferring \$4,000 from reserves to the Library as follows: Student help - \$2,400, Repairs to equipment - \$150, Repairs to books - \$500, and Cards and supplies - \$950.

MOTION NO. 541: Dr. Wahle moved, seconded by Mrs. Therriault, that \$4,000 be transferred from reserves to the Library. Motion carried.

Dr. Brooks said the community college presidents from Yakima, Pasco, Moses Lake and Wenatchee have agreed to present a program for the Joint Boards of Trustees on April 18 and have also planned to appear before the faculty of Central Washington College.

Dr. Brooks indicated the people in the Music Department wish to dedicate their new building this year and May 23, 1964 seems to be about the only open date for this dedication. Dr. Brooks pointed out the Board would be meeting on May 22 for their regular meeting.

Concerning statements by the president and a faculty committee on the suitability of the present salary schedule which had been requested by the members of the Board, Dr. Brooks said he had reported to the Faculty Senate that the Board was interested in receiving a statement from a faculty committee and it was agreed that the statement should be prepared by the Faculty Salary Committee. Dr. Brooks indicated a meeting had been called of the Faculty Salary Committee and they were working on the proposed statement but there was not time to complete it for this meeting. Both Dr. Brooks statement and the statement from the Faculty Salary Committee will be presented to the Board at the April meeting.

Dr. Brooks discussed the State Auditor's reports for the period covering the fiscal years of July 1, 1960 to June 30, 1961 and July 1, 1961 to June 30, 1962 in which Central Washington State College was criticized for granting scholarships from the Auxiliary Enterprises Fund and the College Bookstore Fund. The auditor stated these are considered to be improper disbursements according to an opinion from the Attorney General's office made in 1948 with regard to a similar practice at the University of Washington. Dr. Brooks said this would effect about 75 quarterly room scholarships per year, \$2,530 in awards scholarships for athletes from the SGA budget and \$750 worth of scholarships awarded this year for SGA Leadership scholarships from the SGA budget. When Dr. Brooks was asked for his recommendation he commented that he felt the College would have to risk further criticism by continuing the scholarships for the coming year because the commitments and obligations have already been made to the students. Dr. Brooks indicated that in the meantime the administration would have to search for substitute sources of funds for these scholarships and suggested perhaps this would be possible through the newly established Central Washington State College Foundation. Dr. Wahle said the question was how to continue these scholarships whether it be through private funds, grants, incorporation or legislation.

Dr. Brooks reported that Mr. John Ludtka is the chairman of the committee working on the observance of the 75th Anniversary of Central Washington State College which will be held during 1966. He asked for suggestions from the members of the Board for activities that they would like to have included in the anniversary observance. It was suggested that a series of activities be held throughout the whole year with a semi-climax at the annual symposium and a climax at the 1966 commencement. Dr. Brooks stated an item would be established in the budget for the anniversary observance.

A telephone call from Mr. Ryan of the Central Budget office has indicated there will be no additional funds forthcoming for Central Washington State College because of the

increased enrollment, Dr. Brooks reported. He said the next step the administration will take will be to review the budget and make cuts where ever possible and then the following step that will have to be taken will be to limit enrollment for the fall of 1965.

MOTION NO. 542: Dr. Wahle moved, seconded by Mrs. Therriault, that the reports be accepted as presented. Motion carried.

COMMUNICATIONS

Dr. Brooks read a letter signed by James M. Mattis, SGA President, to the Board Trustees expressing gratitude to the members of the Board for the time and energy they have devoted to the Student Government Association during the past year. The letter also expressed appreciation for the support and inspiration derived from the SGA meetings with the Board. The secretary was instructed to provide each member of the Board with a copy of Mr. Mattis' letter.

NEW BUSINESS

Mr. Wendell Hill, Director of Auxiliary Services, introduced Mr. Gayne Jones and Mr. James Lambert of the architectural firm of Jones, Lovegren, Helms and Jones. Messrs. Jones and Lambert presented the preliminary drawings on the Dining Hall addition which will increase the seating capacity by 500 and will also increase the kitchen area. Mr. Hill indicated the Housing Committee had approved the preliminary plans and recommended their acceptance by the Board of Trustees.

MOTION NO. 543: Dr. Wahle moved, seconded by Mrs. Davis, that the recommendation of the Housing Committee be accepted and that the architectural firm of Jones, Lovegren, Helms and Jones be authorized to proceed with working drawings. Motion carried.

During his presentation Mr. Jones discussed a proposed patio area which the architects and the Housing Committee would like to have included in the addition to the New Commons. Mr. Jones stated, however, that the HHFA would not loan on the patio addition as this is beyond the minimum facility upon which HHFA loans are based. Mr. Jones estimated the patio area would involve an additional \$15,000. Mr. Jones also discussed some art work that the architects would include in their planning if the Board wished to approve \$4,000 (which would not be covered by HHFA) for this purpose.

MOTION NO. 544: Dr. Wahle moved that the architects be authorized to proceed with the plans for the art work and the patio facility. The motion was seconded by Mrs. Davis. Motion carried.

Mr. Wendell Hill then presented Mr. Fred Bassetti of the architectural firm of Fred Bassetti and Company. Mr. Hill said the Housing Committee has gone over the final plans with Mr. Bassetti and recommends that they be accepted by the Board and that Mr. Bassetti be authorized to call for bids. Mr. Bassetti displayed a model of the 4 new dormitories and answered questions from the members of the Board.

MOTION NO. 545: Dr. Wahle moved, seconded by Mrs. Therriault, that the College consider 1/2% of the total cost of the Bassetti dormitory project (approximately \$10,000) for art embellishment of the project. Motion carried.

MOTION NO. 546: Mrs. Therriault moved, seconded by Mrs. Davis, that the plans for the dormitories be approved as submitted by Mr. Bassetti and that he be authorized to call for bids on a single contract basis. (Mr. Bassetti recommended the single contract basis and stated that the general contractor will be required to name his subcontractors in his bid.) Motion carried.

Mr. Bassetti indicated his firm will publish the bid call as soon as possible.

MOTION NO. 547: Dr. Wahle moved, seconded by Mrs. Therriault, that emeritus status be granted Dr. Ernest Muzzall as of June 30, 1964 with deep gratitude and commendation for his many years of service. Motion carried unanimously.

MOTION NO. 548: Mrs. Davis moved, seconded by Mrs. Therriault, that the Board of Trustees accept the gift of \$100 from Vermiculite Contractors, Inc. of Seattle, Washington, to be applied to a building or construction project. Motion carried.

Dr. Brooks indicated the \$100 would be used to improve the picnic area by the Scholson Pavilion.

MOTION NO. 549: Dr. Wahle moved, seconded by Mrs. Davis, that the Board of Trustees accept the gift of \$1,362.76 from the Chester R. Horner estate and that the money be transferred to the Central Washington State College Foundation. Motion carried.

MOTION NO. 550: Mrs. Davis moved, seconded by Mrs. Therriault, that the resignations of Waldie Anderson, Assistant Professor of Music (effective immediately), and Mina Zenor, Dance instructor, (effective July 1, 1964) be accepted. Motion carried.

MOTION NO. 551: Mrs. Davis moved, seconded by Dr. Wahle, that whereas it has been determined that the State of Washington and Central Washington State College has need for the following described property:

Lots nine (9) and ten (10), Block 69, Shoudy's Second Addition to the City of Ellensburg

Therefore be it resolved that the Board of Trustees of Central Washington State College authorize the Attorney General of the State of Washington to take such action as is necessary to acquire title to the above described property. Motion carried. (Robert W. Nichol property)

MOTION NO. 552: Mrs. Davis moved, seconded by Mrs. Therriault, that whereas it has been determined that the State of Washington and Central Washington State College has need for the following described property:

Beginning at a point bounded by the north property line of the Town Ditch right-of-way and the west boundary of Walnut Street, thence northerly for a distance of 71 feet, thence westerly for a

distance of 150 feet, thence southerly for a distance of 112.1 feet, thence northeasterly for a distance of 155.4 feet to the point of beginning; said tract of land known as Lot 9, Block 9 of Martins Replat of Hicks Addition to the City of Ellensburg

Therefore be it resolved that the Board of Trustees of Central Washington State College authorize the Attorney General of the State of Washington to take such action as is necessary to acquire title to the above described property. Motion carried. (Isabelle Evans property)

MOTION NO. 553: Mrs. Therriault moved, seconded by Mrs. Davis, that the following dates and places be approved for meetings of the Board of Trustees and Joint Boards of Trustees:

<u>Month</u>	<u>Central Board</u>	<u>Joint Boards</u>
April	17 Friday	18 Saturday (Ellensburg)
May	22 Friday	
June	12 Friday	
July	17 Friday	18 Saturday (Bellingham)
August	21 Friday	

Dr. Brooks said Culler, Gale, Martell, Norrie and Davis, Architects, have recommended the acceptance of the Music Building and have recommended that payment in full be made to the contractors. Dr. Brooks said Mr. Courson and Mr. Bechtel are also recommending that the Music Building be accepted.

MOTION NO. 554: Mrs. Therriault moved, seconded by Mrs. Davis, that the Board of Trustees of Central Washington State College accept the recommendations of Culler, Gale, Martell, Norrie and Davis, Architects, that the General Construction Work for the Music Building performed by Wick Construction Company be accepted as of March 12, 1964. Motion carried.

MOTION NO. 555: Dr. Wahle moved, seconded by Mrs. Therriault, that the Board of Trustees of Central Washington State College accept the recommendations of Culler, Gale, Martell, Norrie and Davis, Architects, that the Electrical Work for the Music Building performed by Briggs Electrical Company be accepted as of March 12, 1964. Motion carried.

MOTION NO. 556: Mrs. Davis moved, seconded by Dr. Wahle, that the Board of Trustees of Central Washington State College accept the recommendations of Culler, Gale, Martell, Norrie and Davis, Architects, that the Mechanical Construction Work for the Music Building performed by Lent's Inc. be accepted as of March 12, 1964. Motion carried.

MOTION NO. 557: Mrs. Davis moved, seconded by Mrs. Therriault, to transfer \$2,642.00 from reserves for travel. Motion carried.

MOTION NO. 558: Mrs. Davis moved, seconded by Dr. Wahle, that the Board of Trustees go into executive session. The motion carried.

The Board reconvened in regular session following the executive session.

MOTION NO. 559: Mrs. Therriault moved, seconded by Mrs. Davis, that the architectural firm of Walker and McGough be employed for the expansion of the College Union Building. Motion carried.

MOTION NO. 560: Dr. Wahle moved, seconded by Mrs. Therriault, that the architectural firm of Doudna, Williams, and Phipps be employed to plan remodeling of the President's home. Motion carried.

MOTION NO. 561: Dr. Wahle moved, seconded by Mrs. Therriault, that the meeting adjourn. Motion carried.

Mrs. Davis asked to have Item H - Board Elections added to the agenda under New Business. Dr. Brooks asked to have under Communications, Item D - AKB letter under New Business, Item 1 - Tenure for Doris Jakubek, and Item 2 - Leave of absence Winter Quarter, 1965 for Sarah Spurgeon, added to the agenda.

APPROVAL OF MINUTES

MOTION NO. 562: Mrs. Therriault moved, seconded by Dr. Wahle, that the minutes of the meeting of March 21, 1964 be approved with the deletion of the paragraph following Motion No. 541. Motion carried.

REPORTS

Dr. Brooks reviewed the budget transfers for March, 1964 (Budget Change Orders Nos. 51 through 52). He also discussed the Spring Quarter Enrollment Report which shows a total enrollment of 3,120 students. Dr. Brooks pointed out that this was a 10% increase in enrollment over spring quarter, 1963 and a significant increase over the budgeted figure. Dr. Brooks said in the next few days the administration will be studying the March budget report to see if there are any areas where money can be saved or readjustments made, and that with increased faculty and careful planning the college would carry as many students as is reasonable in 1964-1965. Dr. Brooks referred to the Housing and Admissions Report for 1964 and said the projections for admissions are running much higher than they were last year at this time.

MOTION NO. 563: Mrs. Therriault moved, seconded by Dr. Wahle, that the Reports be accepted. Motion carried.

COMMUNICATIONS

A. Dr. Brooks circulated a card from Mrs. John F. Kennedy expressing her appreciation for the thoughtfulness of the members of the Board of Trustees at the time of the death of her husband.