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1965 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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BOARD OF TRUSTEES MEETING
CENTRAL WASHINGTON STATE COLLEGE
Olympian Hotel, Olympia
Coral Room 1
February 6, 1965

The regular meeting of the Board of Trustees was called to order by the Vice-Chairman at 8:00 p.m. on February 6, 1965 in Coral Room 1 of the Olympian Hotel in Olympia, Washington.

ROLL CALL

Board members present were Dr. Archie S. Wilson, Vice-Chairman; Mrs. Frank Therriault, Mrs. Frederick W. Davis and Mr. Joseph Panattoni.

Others present were Dr. James E. Brooks, President; Mr. Kenneth Courson, Business Manager; Mr. Edward K. Erickson, legislative representative; and Mrs. Owen Paul, recording secretary.

Dr. Wilson welcomed the new member of the board, Mr. Panattoni.

SELECTION OF CHAIRMAN

In accordance with the provisions of the Constitution of the Board of Trustees, the Vice-Chairman called for the election of a Chairman to fill the unexpired term of Mr. Victor Bouillon. Dr. Archie S. Wilson was unanimously elected chairman by written ballot.

ELECTION OF VICE-CHAIRMAN

Mrs. Frank Therriault was elected Vice-Chairman of the Board of Trustees.

APPOINTMENT OF A PARLIMENTARIAN

MOTION NO. 651: Mrs. Davis moved, seconded by Mrs. Therriault, that a Parlimentarian be appointed. Motion carried.

Mr. Joseph Panattoni agreed to serve as Parlimentarian at the request of Chairman Wilson.

ADDITIONS TO AGENDA

Mrs. Davis asked that under Reports, Item AA - Meeting with Governor

Evans, and Item F - Corrosion survey be added to the agenda.

President Brooks asked that the Civil Service Report for January, 1965 be considered under Reports, Item C; that the resignations of James Sandoval, Assistant Professor of Biological Science and Juanita Davies, Associate Professor of Music, be considered under New Business, Item B; and that the granting of emeritus status for Miss Juanita Davies be considered under New Business, Item D.

MOTION NO. 652: Mrs. Therriault moved, seconded by Mrs. Davis, that the additions to the agenda be approved. Motion carried.

CHANGES TO AGENDA

Mrs. Davis asked that New Business, Item K - Approval of raise in pay for part-time nurses, be considered by the Board under Unfinished Business. Mrs. Davis also requested that New Business, Item E - concerning a Bond Counsel, Item F - concerning an interior decorator for the Burkhard dormitories, Item G-a - Policy on Working Relationships with Architects, Item H - concerning approval of an architect for new dormitories, Item N - approval for administration to recommend new architect for science building . . . , and new items U - A.G.B. spring meeting - Albuquerque, New Mexico, V - Honoring Former Chairman, and W - Architect for Science Building, be considered in executive session.

APPROVAL OF MINUTES

MOTION NO. 653: Mrs. Davis moved, seconded by Mrs. Therriault, the approval of the minutes for the November 21, 1964 meeting with the changes suggested to the recording secretary. Motion carried.

REPORTS

Meeting with Governor Evans. President Brooks reported that on Friday evening, January 22, the five state college and university presidents met for 3½ hours with Governor Evans, Acting Central Budget Director Ryan and legislators Canfield, Eldridge, Neill, Morairity and Ryder. Also present was Ernest Conrad, Business Manager at the University of Washington. President Brooks said the Governor thanked them for attending the meeting on such short notice and expressed his regret that the Central Washington State College Board of Trustees had to cancel their regular board meeting so that the Governor's meeting could be held. President Brooks and Mr. Ed Erickson reviewed the Governor's interest

in higher education and his desire to assist in working out some of the problems.

Review of tentative plans for Commons and Sue Lombard alterations.

Mr. Courson reviewed the tentative plans to modernize the Sue Lombard dining area and combine it with the Old Commons. Jones, Lovegren, Helms, & Jones are the architects for the remodeling, and will have preliminary plans ready to submit to the Board of Trustees for approval in the near future.

Request for elimination of parking on Walnut Street.

President Brooks said the Student Planning Council and the Safety Committee have been concerned for some time about the hazards caused by parking on Walnut Street between the Milwaukee Railroad and 16th Street. A request was submitted to the City Planning Commission and in turn to the City Council that no parking be allowed in this area. The request was approved by the City Council and no parking signs have been erected. There have been no parking problems in the area as a result of the restriction; sufficient parking areas are provided nearby.

Civil Service Reports for November, December, 1964 and January, 1965.

President Brooks distributed copies of the January 1965 Civil Service Report; the November and December, 1964 reports had been distributed to board members earlier through the mail. The board members had no questions about the reports.

Budget Transfer Report.

MOTION NO. 654: Mrs. Therriault moved, seconded by Mrs. Davis, that the Board of Trustees approve the transfer of \$4,500 (Budget Change No. 97) to provide additional funds for student teacher supervisors for winter quarter, 1965. Motion carried.

Distribution of funds generated by increase in board and room rates.

At the November 21 meeting of the Board of Trustees, board and room rates were increased for the academic year and for the summer session. At that time Dr. Wilson requested the Business Manager to prepare a statement of how the anticipated increase in rates might be used based upon the housing accommodations available in the fall term of 1965-66. Mr. Courson prepared the report (dated December 22, 1964). Dr. Wilson indicated he appreciated the report which pointed out the need for the increase in rates.

Corrosion Survey.

Mr. Courson spoke briefly on the problem which faces the college regarding corrosion of pipelines. A written report was distributed earlier to members of the Board. It was suggested that the Attorney General for the College be contacted regarding possible railroad legal liability in the matter.

MOTION NO. 655: Mrs. Therriault moved, seconded by Mrs. Davis, that the reports be received. Motion carried.

COMMUNICATIONS

Approval of urban renewal survey and planning application.

President Brooks discussed briefly a letter from Senator Warren G. Magnuson which City Manager Robert Hutchison had received indicating HHFA approval of the urban renewal survey and planning application.

UNFINISHED BUSINESS

MOTION NO. 656: Mrs. Davis moved, seconded by Mrs. Therriault, that the raise in pay for part-time nurses to \$2.00 an hour be approved in accordance with the telephone vote of the board members on January 20, 1965. Motion carried.

NEW BUSINESS

Acceptance of letters of resignation and granting of emeritus status.

MOTION NO. 657: Mrs. Davis moved, seconded by Mr. Panattoni, that the resignations of Nancy Ann Dahl, Lecturer in Dance; Juanita Davies, Associate Professor of Music; Leo Nicholson, Professor of Physical Education; and James Sandoval, Assistant Professor of Biological Science, be accepted and that emeritus status be granted to Miss Davies and Mr. Nicholson with appropriate letters from the Board for their many years of service to the College. Motion carried.

Resolution requesting HHFA loan assistance for \$1,275,000 for dormitories.

MOTION NO. 658: Mr. Panattoni moved, seconded by Mrs. Therriault, that an application for loan assistance, under Title IV of the

Housing Act of 1950, as amended, in the amount of \$1,275,000.00 for the purpose of constructing dormitories to accommodate approximately 250 students be submitted to the Housing and Home Finance Agency and that President Brooks be authorized to sign the application for the above funds and, be it further moved, that the applicant's authorized representative be Kenneth Courson, Business Manager. Motion carried.

Approval of policy regarding disclosure of student records.

President Brooks reviewed a proposed policy regarding the general availability and/or security of information about students. He also reviewed the work that had been accomplished by the Attorney General and the college staff in preparing the final proposal.

MOTION NO. 659: Mr. Panattoni moved, seconded by Mrs. Therriault, that the following policy be adopted relating to the disclosure of information contained in student records.

Central Washington State College takes the position that all student records on file at the institution are the property of the College, and that student records or information based upon such records may be disclosed to college employees or other persons when, in the judgment of the College, such disclosures are in the best interests of the student, the College or the community at large.

The College may restrict the release of certain student records. Thus, the College, in accordance with widespread custom and/or established professional codes of ethics, normally will not release certain records (e.g. medical records, psychological and psychiatric records, information obtained under promise not to disclose, records of individual counseling sessions, disciplinary records, official transcripts, etc.) without the explicit consent of authorization of the student or former student.

Motion carried.

Renaming the Samuelson College Union Building.

President Brooks stated the Union Board and the Building Names Committee recommend that the Samuelson College Union building be renamed the Samuelson Union Building because (1) it was felt the present name

applies to some that students attend Samuelson College rather than Central Washington State College, and (2) student opinion reveals that the union building would be nicknamed the SUB whereas the present name will soon be abbreviated to SCUB.

MOTION NO. 660: Mrs. Therriault moved, seconded by Mrs. Davis, that the Board of Trustees change the name of the Samuelson College Union Building to Sameulson Union Building. Motion carried.

Approval of Sabbatical Leaves.

MOTION NO. 661: Mrs. Davis moved that sabbatical leaves for 1965-1966 be granted for:

- Mr. Milo Smith, Assistant Professor of Speech and Drama
(3 quarters)
- Mr. Edward Haines, Associate Professor of Art (3 quarters)
- Mr. Albert Poffenroth, Associate Professor of Physical
Education (3 quarters)
- Miss Barbara Kohler, Associate Professor of Education
(3 quarters)
- Miss Jeannette Ware, Assistant Professor of Home Economics
(1 quarter)

Motion carried.

President Brooks reviewed the 21 sabbatical leaves granted from 1961-62 through 1965-66. 19 quarters were granted for "Post Doctoral" study, 18 quarters were granted for "Study-Not-Toward a Doctorate," and 13 1/4 quarters were granted for "Doctoral Study."

Approval of revised operations budget.

The 1965-67 operations budget approved by the Board in 1964 was based on Census projections made in May, 1964, which estimated 4100 and 4400 full-fee paying students for 1965 and 1966. In November, 1964, the Census Board revised its forecasts for the College to 4550 and 5150 full-fee paying students. President Brooks asked the Board to approve the revised operations budget based upon the revised enrollment figures.

MOTION NO. 662: Mrs. Therriault moved, seconded by Mr. Panattoni, that the revised operations budget for 1965-67 be approved. Motion carried.

Approval of revised capital budget.

President Brooks reviewed the Capital Project budget as revised

On February 5, 1965. President Brooks stated it may be necessary to revise the capital budget further before the next Board meeting. It was suggested that President Brooks telephone Chairman Wilson for approval of further revisions of the capital budget.

MOTION No. 663: Mrs. Therriault moved, seconded by Mrs. Davis that the revised capital budget for 1965-67 be approved. Motion carried.

Approval of architectural agreement for Student Union project.

MOTION NO. 664: Mrs. Therriault moved, seconded by Mrs. Davis, that the Board of Trustees accept the contract of Walker and McGough, Architects, for planning the Samuelson Union Building addition and expansion, and that the Chairman of the Board of Trustees be authorized to sign the contract. Motion carried.

Approval of request from HHFA for pre-planning money for a student health center.

MOTION NO. 666: Mr. Panattoni moved, seconded by Mrs. Therriault, that the following resolution be adopted. Motion carried.

WHEREAS, Central Washington State College (herein called the "Applicant") after thorough consideration of the various aspects of the problem and study of available data has hereby determined that the construction of certain public works, generally described as a Student Health Center is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately: and

WHEREAS, under the terms of Public Law 560, 83rd Congress, as amended, the United States of America has authorized the making of advances to public bodies to aid in financing the cost of engineering and architectural surveys, designs, plans, working drawings, specifications or other action preliminary to and in preparation for the construction of public works: and

WHEREAS, the applicant has examined and duly considered such act and the applicant considers it to be in the public interest and to its benefit to file an application under said act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY the Board of Trustees, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is to the best interests of the applicant, and

to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately;

2. That Kenneth Courson, Business Manager, be hereby authorized to file in behalf of the applicant an application (in form required by the United States and in conformity with said act) for an advance to be made by the United States to the applicant to aid in defraying the cost of plan preparation for the above described public works, which shall consist generally of a Student Health Center;
3. That if such advance be made, the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of the plan preparation of such public works;
4. The said Kenneth Courson is hereby authorized to furnish such information and take such action as may be necessary to enable the applicant to qualify for the advance;
5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data, and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application.
6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

Approval for contract with Ellensburg Water Company.

President Brooks said the College has been negotiating with the Water Company for some time to obtain permission to landscape and beautify the canal which runs through college property. The Water Company has now agreed to allow the College to do this as long as it will not interfere with the proper maintenance of the said ditch as an irrigation facility. The agreement states that where the ditch crosses through property owned and/or controlled by the College, the College shall maintain said ditch, the banks thereof and all crossing thereof; and shall keep said ditch free and clear of silt and debris and shall

periodically clean said ditch in accordance with the directions of authorized employees of the Ditch Company, and in any event the College shall have said portion of the ditch cleaned and ready for water by the 10th day of April of each year.

Mr. Courson said there was a question of what liability should be assumed by the College regarding the ditch and the agreement in this regard has been approved by the Attorney General.

MOTION NO. 667: Mrs. Therriault moved, seconded by Mr. Panattoni, that the contract with the Ellensburg Water Company be approved and that the Chairman of the Board of Trustees be authorized to sign it. Motion carried.

Waiver of fees for non-civil service personnel.

President Brooks commented that the request to waive fees for all non-faculty, non-civil service personnel employed by the College comes as a result of past practice of the Board to allow faculty and civil service people to enroll as special students for 6 or less credit hours.

MOTION NO. 668: Mrs. Therriault moved, seconded by Mrs. Davis, that fees be waived for all non-faculty, non-civil service personnel employed by the College who wish to enroll as special students (6 or less credit hours). Full fee to be paid for more than 6 hours. Motion carried.

Date and Place of next meeting.

The next meeting of the Board of Trustees will be on March 19, 1965 in Ellensburg.

The Chairman recessed the meeting to allow the Board to go into executive session. The Chairman reconvened the meeting and the Board conducted the following additional business.

Appointment of Bond Counsel.

MOTION NO. 669: Mrs. Therriault moved, seconded by Mr. Panattoni, that the Attorney General be requested to appoint the firm of Roberts, Shefelman, Lawrence, Gay & Moch, to serve as Bond Counsel to assist the College in arranging necessary detail relative to the issuance of bonds for the construction of a Fine Arts Building and/or a Science Building. Motion carried with Mrs. Davis voting nay.

Approval of interior decorator for Burkhard dormitories.

MOTION NO. 670: Mrs. Therriault moved, seconded by Mr. Panattoni, that Mrs. Ralph Burkhard be approved as interior decorator for the Burkhard dormitories. Motion carried.

The appointment of Mrs. Burkhard as interior designer was recommended by the Housing Committee and the Campus Site and Development Committee. Mrs. Burkhard is trained in interior design, color, fabrics, etc. It is understood the fee for this service would be 6% of the cost of acquiring furnishings only.

Approval of architect for new dormitories.

MOTION NO. 671: Mrs. Therriault moved, seconded by Mrs. Davis, that Mr. Fred Bassetti be employed as architect to duplicate two of the dormitories which were designed by him and are now under construction, at a fee to be determined by the President in consultation with Mr. Bassetti not to exceed 4½% of the construction cost. Motion carried.

Approval for administration to cease negotiations with present architect for new science building, and new architect approved.

MOTION NO. 672: Mr. Panattoni moved, seconded by Mrs. Davis, approval for administration to cease negotiations with the architect currently under consideration for architectural services for the new science building. Motion carried.

MOTION NO. 673: Mr. Panattoni moved, seconded by Mrs. Davis, permission for administration to enter negotiations with Bindon & Wright, Seattle architects, for architectural services for the new science building, and to contract with Bindon & Wright if a satisfactory agreement can be reached. Motion carried.

Representative of Board of Trustees to attend AGB meeting.

MOTION NO. 674: Mrs. Therriault moved, seconded by Mrs. Davis, that the Board be represented at the AGB meeting in Albuquerque, New Mexico on April 26-27 by Mr. Panattoni, if he is free to attend. Motion passed.

Recognition of former Board Chairman.

The Board reviewed the long and distinguished service record of Mr. Victor J. Bouillon, who served as Chairman of the Board of Trustees of the College from December 4, 1931 to January 4, 1965. Various proposals to recognize Mr. Bouillon and his service to the College were

BOARD OF TRUSTEES MEETING
CENTRAL WASHINGTON COLLEGE
STROM VALLEY BOOTH, 1101 ELM, BELLINGHAM
April 2, 1965

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presented by Mrs. Davis and discussed by all board members.

ADJOURNMENT

The meeting adjourned at 12:30 a.m., February 7, 1965.

Board members present were Dr. Archie S. Wilson, Chairman; Mrs. Theriault, Vice-Chairman; and Mr. Joseph Penatton.

Others present were Dr. James E. Brooks, President; Kenneth Cooran, Business Manager; John Laitha, Director of Information; Charles McKee, Assistant to the President; Wendell Hill, Director of Auxiliary Services; Ed Buckhard, Architect; and Alan Margis, architectural engineer from Walla Walla and Mrs. Dean Paul, recording secretary.

NOTICE NO. 575: Mrs. Theriault moved, seconded by Mr. Penatton, that Mrs. Frederick W. Davis be excused from attending the meeting because she is in California attending a 100-hour bonding Vice-President Robert Murphy. Motion carried.

REPORT OF MINUTES

NOTICE NO. 576: Mrs. Theriault moved, seconded by Mr. Penatton, that the minutes of the meeting of February 6, 1965 be approved. Motion carried.

REPORT

Board members had no questions regarding the Civil Service Report of February, 1965.

Mr. Cooran and Dr. Brooks reviewed the various steps that have been taken in an effort to obtain surplus equipment from Laredo AFB that will be used at Central Washington State College. To date none of the surplus or equipment has been declared surplus and apparently nothing can be done until this action is taken.

Dr. Wilson asked Dr. Brooks for a report concerning legislative action. Dr. Brooks reviewed bills that have been passed and matters are pending in the legislature. A legislative proposal to increase the number of trustees from five to seven was discussed and members reaffirmed their desire to establish as well as possible.