

10-13-1972

# 1972 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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CWSC  
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BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
SUB 204-205  
OCTOBER 13, 1972  
6:00 P.M.

The special meeting of the Board of Trustees was called to order by Chairman Dr. Eugene Brain in Room 204-205 of the SUB on the campus of Central Washington State College.

ROLL CALL

<p><u>Present</u></p> <p><u>Board of Trustees Members:</u>          Dr. Eugene Brain, Chairman          Mr. Philip Caron, Vice Chairman          Mrs. R. Hugh Minor          Mr. Herbert Frank</p> <p><u>Others</u>          Dr. James E. Brooks, President of CWSC and Secretary of the Board          Dr. David Anderson, Chairman, Faculty Senate</p>	<p><u>Absent</u></p> <p>Mr. Raymond Garcia</p>
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EXECUTIVE SESSION

MOTION NO. 3790: Mr. Frank moved, seconded by Mr. Caron, that the Board go into executive session to discuss personnel problems and land acquisition. The motion carried.

RECESS

The Chairman recessed the special meeting to allow the board to go into executive session at approximately 6:20 p.m.

RECONVENED

The Board reconvened at approximately 8 p.m.

ADJOURNMENT

MOTION NO. 3791: Mrs. Minor moved, seconded by Mr. Caron to adjourn the special meeting. The motion carried.

BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
SUB 204-205  
OCTOBER 13, 1972  
8 P.M.

The regular meeting of the Board of Trustees was called to order by Chairman Dr. Eugene Brain in Room 204-205 of the SUB on the campus of Central Washington State College.

ROLL CALL

Present

Board of Trustees members:

Dr. Eugene Brain, Chairman  
Mr. Philip Caron, Vice Chairman  
Mrs. R. Hugh Minor  
Mr. Herbert Frank

Absent

Mr. Raymond Garcia

Others

Dr. James E. Brooks, President of CWSC  
and Secretary of the Board  
Dr. David Anderson, Chairman, Faculty  
Senate

Mr. Steve Harrison,  
President ASC

APPROVAL OF MINUTES

MOTION NO. 3792: Mr. Caron moved, seconded by Mr. Frank, to approve the minutes for the regular meeting of the Board of Trustees on September 8, 1972. The motion carried.

CHANGES TO THE AGENDA

A revised agenda was distributed which listed the following changes:

Additions - IV. Reports

- C. Uniform faculty contracts
- D. Enrollment
- E. Proposal to improve faculty retirement system

VII. New Business

- B. 5- Leave of Absence--James R. Groves
- 6- Resignation--Jane L. Mitiguy
- 7- Amendment to Resolution No. 72-1

REPORTS

Psychology Building--Award for Excellence in the Use of Concrete.

Mr. Bohne reported the Washington Aggregates and Concrete Association presented the 1972 Grand Award for excellence in the use of concrete to the owners, architects, contractors, and structural engineers of the CWSC Psychology Building. Max Zwaniziger of the Psychology Department received the award for Central in Portland, Oregon on September 25, 1972.

Status of Reserves Report Through Budget Change No. 15

MOTION NO. 3793: Mrs. Minor moved, seconded by Mr. Frank, to approve the Status of Reserves Report through Budget Change No. 15, with an accounting to be made at the next meeting of Change No. 13--Mexico Program - Supplies - in the amount of \$7,000. The motion carried.

Uniform Faculty Contracts. The board had requested a standardization in contract letters. Dr. Harrington and the academic deans held several meetings to discuss contract standardization and develop a set of approximately six letters to cover various situations. Dr. Harrington explained the only variation would be in the opening paragraph which would define appointment date, rank, salary, etc.

There was a discussion of the merits of a printed contract letter (which would preclude the elimination of an important portion of the contract by error) and the typewritten letter (which several felt was a more personal approach). Dr. Harrington indicated the letters were to be typed on an MTST typewriter. The matter was left to be worked out by the administration with a note of caution from the board that if any errors developed with the typewritten letters, the board would insist that the letters be printed.

Enrollment. Dr. Harrington distributed copies of the latest print-out of Fall Quarter 1972 Enrollment by Classification. It showed the latest student head count to be 6685. Dr. Harrington indicated the totals show a continued movement to upper division work.

Proposal to Improve Faculty Retirement System. An open discussion of this proposal had been held at 5 p.m. Mr. Bohne stated it is proposed to develop the program with the other state institutions of higher education. Dr. Brooks indicated a 25-year cost study would be made for the state institutions. Dr. Brooks stated that if the proposal is feasible it will be presented to the Joint Committee on Higher Education for its approval and support. The Joint Committee on Higher Education would then sponsor the legislation which will need to be drafted and guided through funding. The board indicated they would have no objections to the administration proceeding with the retirement proposal in the direction outlined by the President.

NEW BUSINESS

Business Affairs

Selection of Consultant--CWSC Well/Water System

MOTION NO. 3794: Mr. Frank moved, seconded by Mr. Caron, to approve the selection of Valentine, Fisher & Tomlinson Consulting Engineers, Seattle as Consultant for the Well/Water System. The motion carried.

Phase I will include a study of the economic feasibility of a college owned and operated water system for campus area north of 14th Avenue. Phase II will include the preparation of design documents for the water system covering the above area.

Amendment to Rules and Regulations of Retirement System

MOTION NO. 3795: Mrs. Minor moved, seconded by Mr. Caron, to amend the Rules and Regulations of Retirement System CWSC to read: "Participation is restricted to and is mandatory for regular members of the instructional faculty, library faculty, administrative officers and others as the Board of Trustees may designate." The motion carried.

The present rules do not allow administrators to retain the TIAA-CREF Retirement Program should they be moved to a Civil Service position. The above change will allow the Board of Trustees to grant grandfather rights in the TIAA-CREF Retirement system to them. The wording change is only that which is underlined.

Approval of 1973-1975 Operating Budget

MOTION NO. 3796: Mr. Caron moved, seconded by Mrs. Minor, to approve the 1973-1975 Operating Budget Request as submitted by the administration. The motion carried.

Academic Affairs

Administrative Appointment

MOTION NO. 3797: Mrs. Minor moved, seconded by Mr. Frank, to approve the appointment of David A. Lundy, M.D., as Staff Physician in the Student Health Center. The motion carried. Dr. Lundy will join the Student Health Center staff on November 6, 1972.

MOTION NO. 3798: Mrs. Minor moved, seconded by Mr. Frank, to approve a leave of absence for David A. Lundy, M.D., as Staff Physician in the Student Health Center during the spring quarter 1972 (extension of Fall quarter leave). The motion carried.

Re-appointments for the Center for the Study of Migrant and Indian Education

MOTION NO. 3798: Mr. Caron moved, seconded by Mr. Frank, to approve the following re-appointments for the Center for the Study of Migrant and Indian Education. The motion carried.

Althea Adams, Lecturer in Education  
Cheryl J. Avena, Lecturer in Education  
Larry George, Lecturer in Education  
Frieda L. Kirk, Lecturer in Education  
Rudolfo Pinon, Lecturer in Education  
Leonela M. Rich, Lecturer in Education  
Stephen Ridlon, Lecturer in Education  
Robert D. Ryan, Lecturer in Education  
Karlene Holmes, Lecturer in Education, appointment for the period from October 12, 1972 to April 12, 1973.

(Re-appointments are for the period of the contract-- September 1, 1972-June 30, 1973, except for Karlene Holmes.)

New Faculty Appointments

MOTION NO. 3799: Mr. Frank moved, seconded by Mr. Caron, to approve the appointment of Michael D. Finney, Adjunct Assistant Professor of Sociology, fall quarter 1972. The motion carried.

MOTION NO. 3800: Mr. Frank moved, seconded by Mrs. Minor, to approve the appointment of Ramona T. Sandoval, Lecturer in Education, Center for the Study of Migrant and Indian Education, In-Service Consultant in Indian Education, October 1, 1972 to June 30, 1973. The motion carried.

Fee for Job Notification Service--Placement Office

MOTION NO. 3801: Mr. Frank moved, seconded by Mr. Caron, to approve the establishment of a Job Notification Mailing Fee of \$5.00 for the Placement Office. The fee would not apply to seniors but only to alumni who activate their files and request the mailing service. The motion carried. The fee will become effective immediately.

Leave of Absence

MOTION NO. 3802: Mrs. Minor moved, seconded by Mr. Frank, to approve a leave of absence for James R. Groves, Assistant Professor of Philosophy, effective winter and spring quarters, 1973 (extension of fall quarter leave). The motion carried.

Resignation

MOTION NO. 3803: Mr. Caron moved, seconded by Mrs. Minor, to accept the resignation of Jane L. Mitiguy, Coordinator of Residence Hall Programs, effective immediately. The motion carried.

Amendment to Resolution No. 72-1

MOTION NO. 3804: Mr. Frank moved, seconded by Mr. Caron, to approve the amendment to Resolution No. 72-1. The amendment appears on page 3 of Resolution No. 72-1 (a copy is on file in the President's Office). The motion carried.

This amendment added the position of the Dean of Graduate School and Research as presidentially designated to sign selected contracts.

Administrative Affairs

Appointment of Executive Assistant to the President

MOTION NO. 3805: Mrs. Minor moved, seconded by Mr. Caron, to approve the appointment of Mr. John G. Harrison as Executive Assistant to the President effective November 1, 1972 or within one month thereafter. The motion carried.

Policy on Classwork for CWSC Employees

MOTION NO. 3806: Mrs. Minor moved, seconded by Mr. Caron, to approve the following program for Classwork for CWSC Employees. The motion carried with Mr. Frank opposed.

CLASSWORK PROGRAM FOR CWSC EMPLOYEES

1. All employees must meet regular admission and academic requirements of Central Washington State College.
2. Any permanent civil service employee, faculty member, or exempt employee may take six (6) credit hours at CWSC through the regular academic program with all hours taken from work to be made up. No fees will be charged through six (6) credit hours.
3. Approval must be given by the immediate supervisor. Approval by the Director of Staff Personnel must also be secured for civil service employees.

4. Any employee may take an additional number of credit hours on his/her own time, provided the employee pays full fees for all credits taken above the basic six (6) credit hours covered in item #2 above.

During the discussion Mr. Frank stated he felt employees taking classes should help pay some of the overhead costs of operating the institution and moved that all employees undertaking classes at Central be charged a \$25.00 basic fee. Mr. Frank's motion that effect was lost for lack of a second.

#### Affirmative Action Policy

MOTION NO. 3807: Mr. Caron moved, seconded by Mrs. Minor, that Section VII-Supportive Resources, of the Affirmative Action Policy dated October 13, 1972, be deleted. The motion carried.

MOTION NO. 3808: Mrs. Minor moved, seconded by Mr. Caron, to approve the revised Affirmative Action Policy dated October 13, 1972, as amended (by the deletion of Section VII-Supportive Resources). The motion carried.

#### EXT MEETING

The Chairman stated there will be a special meeting of the Board of Trustees at 6 p.m. on November 10, 1972 in Room 204-205 of the SUB. The business meeting will be opened at that time with consideration being given to making a motion to move immediately into executive session. If such motion were passed, the board may then recess into executive session to discuss personnel or land acquisition matters, etc. and have dinner. If no motion is made to move into executive session, the board may then recess for dinner. The regular business meeting shall begin at 8 p.m. in Rooms 204-205 of the SUB. The motion carried.

#### ADJOURNMENT

The meeting was adjourned by the Chairman at approximately 10:30 p.m.