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1973 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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BOARD OF TRUSTEES
CENTRAL WASHINGTON STATE COLLEGE
GRUPE CONFERENCE CENTER
SPECIAL MEETING
SEPTEMBER 14, 1973

The special meeting of the Board of Trustees was called to order by the Chairman, Mr. Philip Caron, in Grupe Conference Center on the campus of Central Washington State College.

ROLL CALL

PRESENT

Board of Trustees Members:

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

Others:

Dr. James Brooks, President and Secretary of the Board
Mrs. Catherine Sands, Chairman, Faculty Senate
Mr. Roger Ferguson, President, ASC

APPROVAL OF MINUTES

MOTION NO. 3915: Dr. Brain moved, seconded by Mr. Frank, to approve the minutes for the special meeting of the Board of Trustees on July 13, 1973. The motion carried.

CHANGES TO THE AGENDA

There were no additional changes to the agenda other than those reflected in the revised agenda which was distributed to all members of the board and to other persons present at the meeting.

REPORTS

Report on Graduate School and Research

Dr. Comstock, Dean of Graduate School and Research, briefly reviewed data included in the 1972-1973 Annual Report of The Graduate School and Research. He indicated the administrative structure of The Graduate School and Research is divided into three offices: the Office of The Graduate School and Research which conducts the overall administrative affairs of The Graduate School and Research, the Office of Graduate Admissions and Records which handles all aspects of graduate student admissions and individual graduate student records and the Office of Research which coordinates all aspects of grants and contracts related to instruction and research. Dr. Comstock emphasized that The Graduate School & Research administration provides leadership and administrative support for graduate degree programs and grant and contract efforts related to instruction and research at all levels. He also noted that The Graduate Office is continuing the five-year cycle of reviewing all programs and in this connection the M.Ed. Speech and Drama graduate program is being terminated.

Dr. Comstock introduced Dr. Jerry Jones, Coordinator of Academic Grants and Contracts. Some of the principal functions of the CWSC Office of Research are 1) to actively encourage the exploration of outside funding possibilities to support college activities of all types, related to instruction and research, 2) to provide services for members of the faculty, administration, and student body who are interested in conducting project research or in developing new institutional or departmental programs, and 3) to coordinate academic grants and contracts and related activities on campus by centralizing the administrative functions related to such activities. Dr. Comstock also reviewed the statistics of research funds applied for and received.

Status of Reserves Through Budget Change #400, Fiscal Year 1972-73

Mr. Courtney Jones, Controller, presented the Status of Reserves Report for consideration.

MOTION NO. 3916: Mr. Frank moved, seconded by Mrs. Minor, to accept the Status of Reserves Report Through Budget Change #400. The motion carried.

Proposed Revision of Faculty Code (Draft #1)

Dr. Brooks distributed copies of a proposed revision of the Faculty Code which he had drafted. He indicated that only enough copies had been prepared for the members of the board and for the Faculty Senate Chairman at this time but that additional copies would be provided as soon as possible for the faculty committee which will be working with him on the revisions. Dr. Brooks noted that the draft, which he felt he had an obligation to prepare because of the board's concerns and his own criticism of the code committee's revisions, had not been prepared for wide distribution at this time. Dr. Brooks also indicated copies of the proposed revision of the Faculty Code would be transmitted to the entire faculty after the faculty committee had completed its work on the proposed revision. He mentioned that it was hoped the committee work would be completed so its draft of the revision could be presented to the board at its November 9th meeting.

Comparative Budget Studies

Dr. John Purcell, Director of Institutional Studies, presented comparative budget studies for the various areas of the campus. No board action was necessary.

Report on Legislative Session

Mr. William Lipsky, Director of the Office of Information and Central's legislative representative, reported on the recent budget reduction actions taken by the Legislature at its recent mini-session. Mr. Lipsky indicated it was felt the actions were political and that decisions had been made long before the actual session. Mr. Lipsky noted that Central had been praised because it had recognized the possible enrollment and resulting budget problems and was attempting to formulate plans to handle the situation if it developed.

Dr. Brooks indicated Mr. Lipsky spent many long hours working with the legislators and was to be commended for his handling of very difficult situations. Dr. Brooks also indicated he was pleased that Central has maintained the friendship of the legislators.

Mr. Caron indicated the board members were, of course, very concerned about the legislative action and had contacted their legislators and intended to contact the Governor to press for his veto of the legislative action as it pertains to Central's budget cut and the six months notice for termination of faculty.

Dr. Brooks stated the college administration intends to continue to act responsibly and to encourage the Governor to use his veto on the bills adversely affecting Central.

Mr. Caron indicated that additional time would be reserved at the end of this meeting to continue discussion of this subject if the people present wished.

Management Study of Washington State Colleges

Dr. Brooks presented a second draft of a Proposal for A Management Study of Washington State Colleges. The proposal noted that "with clear evidence at hand that a downward turn in growth has occurred, it is time to evaluate our organizational structure and determine if the state colleges need further administrative alignment to effectively administer a more stabilized student population and program." It is proposed "that a qualified private management consulting firm be engaged to assess the administrative structure of each institution, determine its potential for successfully managing all aspects of each institution, and recommend appropriate changes where they are deemed to be required."

Mr. Frank requested assurance that the costs of the study would be borne by the state office of Program Planning and Fiscal Management. Dr. Brooks indicated he would write a letter to the Director, Mr. Wallace Miller, indicating this is Central's understanding.

Central's Response to the Energy Crisis

Mr. Riffey, Business Manager, reviewed the action Central is taking in response to the state's energy crisis. Mr. Riffey also noted he would be representing Central at the state General Administration meeting regarding this subject.

Business Affairs

Schedule of Fees for 1973-1974

Mr. Jones presented the Schedule of Fees for 1973-1974.

Mr. Garcia raised a question concerning the part-time Southeast Asian Veterans fees. Action on this item was delayed to allow Mr. Jones opportunity to supply additional information.

Holiday Schedule for 1974

MOTION NO. 3917: Mr. Frank moved, seconded by Mr. Garcia, to approve the 1974 holiday schedule as follows. The motion carried.

1. New Year's Day, Tues., January 1, 1974
2. Washington's Birthday, Mon., February 18, 1974
3. Memorial Day, Mon., May 27, 1974
4. Independence Day, Thurs., July 4, 1974
5. Day after Independence Day, Friday, July 5, 1974
6. Labor Day, Mon., Sept. 2, 1974.
7. Veteran's Day, Mon., October 28, 1974
8. Thanksgiving Day, Thurs., Nov. 28, 1974
9. Day after Thanksgiving Day, Fri., Nov. 29, 1974
10. Christmas Day, Wed., Dec. 25, 1974
11. Day after Christmas, Thurs., Dec. 26, 1974

Cancellation and Termination of Agreement between C.W.S.C. and the State Building Authority

MOTION NO. 3918: Dr. Brain moved, seconded by Mrs. Minor, that the Site Lease and Financing Agreements for Psychology Building (State Job No. 68-087) Library-Instructional Complex (68-088), and Physical Plant Facilities (68-089), together with Project Leases for Job Nos. 68-087 and 68-089, previously entered into by and between the Washington State Building Authority, and Central Washington State College are hereby cancelled and terminated, subject only to associated cancellation and termination action by the State Building Authority, and that the Chairman and the Secretary of the Board of Trustees are hereby authorized to execute the instruments supplied by the State Building Authority to accomplish said cancellation and termination. The motion carried.

EXECUTIVE SESSION

The Chairman recessed the meeting to allow the board members and Dr. Brooks to go into executive session at approximately 9:30 p.m. The executive session concluded at approximately 11:25 p.m. and the meeting was called to order.

Administrative Affairs

Resignation of Thomas W. Walterman

MOTION NO. 3919: Mrs. Minor moved, seconded by Dr. Brain, to accept the resignation of Thomas W. Walterman, Administrative Assistant to the President, effective September 1, 1973. The motion carried. Mrs. Minor indicated the resignation was accepted with regret.

Appointment of Director, Affirmative Action

MOTION NO. 3920: Mr. Garcia moved, seconded by Mrs. Minor, to approve the appointment of Wallace Webster II as the new Director of the Affirmative Action program. The motion carried with Mr. Frank opposing.

Salary and Position Classification, Secretaries to the Vice Presidents

MOTION NO. 3921: Dr. Brain moved, seconded by Mrs. Minor, to approve the following recommendations. The motion carried.

Effective September 1, 1973:

- a) the positions of the Secretaries to the Vice Presidents for Academic and Business Affairs will be Civil Service Exempt.
- b) the salary will be \$11,900 for 1973-74.
- c) both secretaries will be eligible for twenty-two days vacation a year effective upon approval by the Board of Trustees.
- d) a yearly salary survey will be made with data collected to be used to analyze the salaries paid to the secretaries to the President and Vice Presidents.

Authorization for Defense of Litigation

MOTION NO. 3922: Mr. Frank moved the adoption of Resolution No. 73-2, seconded by Mr. Garcia. The motion carried.

(A copy of Resolution No. 73-2 is on file in the President's Office.)

Appointment of Director of Computer Center

MOTION NO. 3923: Dr. Brain moved, seconded by Mrs. Minor, to approve the appointment of Donald Wayne Clark as Director of the Computer Center, effective September 4, 1973. The motion carried.

Academic Affairs

Resignations

MOTION NO. 3924: Mr. Frank moved, seconded by Mr. Garcia, to accept the following resignations. The motion carried.

- James R. Groves, Assistant Professor of Philosophy,
effective immediately
- Jack A. Peary, Assistant Professor of Biological Sciences,
effective September 30, 1973
- Antony C. E. Pleasance, Assistant Professor of French,
effective immediately

Leave of Absence

MOTION NO. 3925: Dr. Brain moved, seconded by Mrs. Minor, to grant the following leaves of absence. The motion carried.

Lloyd M. Gabriel, Associate Professor of Education,
effective for the 1973-74 academic year
Branton K. Holmberg, Associate Professor of Psychology,
effective for the 1973-74 academic year

New Appointments, 1973-74

MOTION NO. 3926: Mrs. Minor moved, seconded by Mr. Garcia, to approve the following new appointments for 1973-74. The motion carried. Mr. Frank voted against hiring Geneolga Tadlock. He asked that the minutes reflect his vote was not against Ms. Tadlock as a person but against the position for which she was being hired.

Robert E. Bach, Adjunct Instructor in Allied Health Science
Jane G. Beale, Assistant Professor of Music, fall quarter,
1973 only
Bonalyn B. Bricker, Acting Assistant Professor of Music,
one-year appointment
Richard C. Burrows, Lecturer in Psychology, fall quarter,
1973 only
David Kenneth Calhoun, Assistant Professor of Technology
and Industrial Education
Robert J. Cooper (Captain), Assistant Professor of
Aerospace Studies
Robert M. Envick, Assistant Professor of Technology and
Industrial Education
Margaret T. Haggerty, Assistant Professor of Art, one-year
appointment
Mary Ellen Hornstra, Assistant Professor of Home Economics
Kelton W. Knight, Lecturer in French, fall quarter 1973 only
Melvin E. Mangum, Lecturer in Education, one-year appointment
Fred V. Miner, Adjunct Professor of Technology and
Industrial Education
Michael K. McLeod, joint position as Lecturer in Physical
Education and Recreation Coordinator in Student
Activities, one-year appointment
Imani A. Mwandishi, Lecturer in Early Childhood Education
at the Washington Center for Early Childhood Education
Roland L. Roy, Associate Professor of Technology and
Industrial Education
Dale V. Samuelson, Lecturer, in Aerospace Studies, one-year
one-half time appointment
Siegfried K. Semrau, Adjunct Professor of Physical Education
and Recreation
Duane M. Skeen, Adjunct Assistant Professor of Technology
and Industrial Education
Geneolga Tadlock, Lecturer in Physical Education and
Recreation, one-year, one-half time appointment
Walter P. Thompson (Captain), Assistant Professor of
Aerospace Studies

Re-employ, 1973-74

MOTION NO. 3927: Mr. Frank moved, seconded by Mr. Garcia, that the following faculty be approved for re-employment for 1973-74. The motion carried.

Sherrie A. Chrysler, Lecturer in Education, one-year appointment
Frieda L. Kirk, Lecturer in Education, Supervisor of Student Teachers

Reassignment

MOTION NO. 3928: Dr. Brain moved, seconded by Mrs. Minor, to approve the following reassignments. The motion carried.

Charles D. Greenwood (Lt. Col.), Professor of Aerospace Studies and Commander of ROTC (currently Assistant Professor of Aerospace Studies)
Ralph D. Gustafson, Professor of Education, reassignment from Director of Certification and Fifth-Year Advisement to teaching position
Byron L. DeShaw, Associate Professor of Education, reassignment from teaching position to Director of Certification and Fifth-Year Advisement
Albert H. Poffenroth, Professor of Physical Education, reassignment from Chairman, Department of Health, Physical Education and Recreation to Acting Dean of Professional Studies

Salary Adjustment

MOTION NO. 3929: Mrs. Minor moved, seconded by Dr. Brain, to approve the following salary adjustments. The motion carried.

Hellen A. Israel, Counseling Psychologist and Director of Residence Hall Living, salary adjustment
V. Gerald Reed, Director, Cooperative Education Program, salary adjustment

Advisory Council for Department of Economics and Business Administration

MOTION NO. 3930: Mrs. Minor moved, seconded by Mr. Garcia, to approve the formation of an Advisory Council for the Department of Economics and Business Administration. The motion carried with Mr. Frank abstaining.

Renewal of Authorization of Graduate Program

MOTION NO. 3931: Mr. Frank moved, seconded by Dr. Brain, to renew authorization to continue the M.S. Mathematics graduate program through June, 1978. The motion carried.

Additional Fee for Placement Services

MOTION NO. 3932: Dr. Brain moved, seconded by Mrs. Minor, to approve the recommended changes in the fee schedule for the placement services. The motion carried.
(A copy of the approved changes is on file in the President's office.)

Merit Salary Increases for 1973-74

MOTION NO. 3933: Mr. Frank moved with pleasure, seconded by Dr. Brain, to approve the list of merit salary increases for 1973-74, as recommended by the administration for especially deserving faculty. The motion carried unanimously.

Dr. Harrington indicated the list of faculty receiving merit increases would be duplicated and distributed to the faculty as soon as possible.

Business Affairs

Schedule of Fees for 1973-74

Mr. Jones furnished the additional information requested regarding the fee schedule.

MOTION NO. 3934: Mr. Garcia moved, seconded by Mrs. Minor, that the schedule of fees (as corrected on September 10) be approved for use, excepting that Health Service fees will not be increased but will be at 1972-73 levels until the effect (if any) of Phase IV regulations on these fees is clarified. The motion carried.

NEXT MEETING

The next regularly scheduled meeting of the Board of Trustees is on October 12, 1973.

ADJOURNMENT

The Chairman asked if there were any additional comments regarding the legislative matters. There being none, the Chairman declared the meeting adjourned at approximately 11:55 p.m.