

5-17-1974

## 1974 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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CWSC  
Archives

MINUTES  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
SUB, ROOM 204-205  
MAY 17, 1974  
8:00 P.M.

RECEIVED

JUN 10 1974

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The special meeting of the Board of Trustees was called to order by the Vice Chairman, Mr. Raymond Garcia, in the SUB, Room 204-205.

ROLL CALL

PRESENT

Board of Trustees Members:  
Mr. Raymond Garcia, Vice Chairman  
Mrs. R. Hugh Minor  
Mr. Herbert Frank  
Dr. Eugene Brain

ABSENT

Mr. Philip Caron, Chairman

Others

Dr. James E. Brooks, President  
Mrs. Catherine Sands, Chairman,  
Faculty Senate

Mr. Pat Reiley, President, ASC

APPROVAL OF MINUTES

MOTION NO. 4022: Mrs. Minor moved, seconded by Mr. Frank, to approve the minutes for the meeting of April 12, 1974. The motion carried.

CHANGES TO THE AGENDA

The following changes were made to the agenda:

Item IV-B, Proposed Operating Fee Increase of \$4 Per Quarter, was moved to VII-A3

Item VII-B,3, two resignations were added, Kenneth Berry and Douglas Burrton

Item VII-B,7a, a reappointment was deleted

Item VII-B,9, Promotions, was deleted

Item VII-C, 1, wording was changed to read "Change of Administrative Yearly Appointment Date from July 1 to September 1."

INTRODUCTION

Catherine Sands introduced the new Chairman of the Faculty Senate, Dr. Duncan McQuarrie, to the members of the board and the audience.

REPORTS

Status of Reserves Report Through Budget Change #257 (Fiscal Year 1973)

MOTION NO. 4023: Mr. Frank moved, seconded by Mrs. Minor, to approve the Status of Reserves Report Through Budget Change #257, Fiscal Year 1973. The motion carried.

Dr. Brain asked for a report on the Mexico Program. Dr. Brooks indicated this report was being prepared at the present time and would be transmitted to the members of the board as soon as it was completed.

COMMUNICATIONS

Dr. Brooks indicated that as Secretary of the Board of Trustees he had received notice of action brought against eight individuals of the college by Syed Iqbal Jafree, filed on April 1, 1974, in the United States District Court for the Eastern District of Washington in Spokane, Washington. Dr. Brooks indicated he had copies made of the notice and sent one to each member of the Board of Trustees, although the original did not contain instructions to do so and was not sent by Certified Mail.

Dr. Brooks indicated the individuals named in the action would appear before the board later in the meeting as the board was being asked to consider and take action on their behalf in this matter.

Dr. Brain asked about an article on this subject which had apparently appeared in the Seattle Times. Mr. Milam indicated he had a copy of the article and would furnish copies for the members of the board.

NEW BUSINESS

Business Affairs

Acceptance of the General Contract for Replacement of Corroded Steam Lines, CWSC #426, State #72-719G

MOTION NO. 4024: Dr. Brain moved, seconded by Mr. Frank, to accept the General Construction Contract for Replacement of Corroded Steam Lines, CWSC #426, State #72-719G, subject to the lien laws of the State of Washington. The motion carried.

Mr. Frank asked if the project had used all the funds. Mr. Gil Braida replied a surplus of \$400 had been transferred to another project.

Continuing Fees--Current

Mr. Bohne presented a current list of fees to be charged by the college. Mr. Bohne indicated that in the past the complete list of fees has been brought to the board for approval each year. He proposed that in order to simplify the fee administration process, the board approve the complete list at this time with the understanding that in the future only the changes would be brought to the board for its consideration. Mr. Bohne indicated the changes had been presented to the board in September each year.

MOTION NO. 4025: Mr. Frank moved, seconded by Mrs. Minor, that the list of fees which has been presented to the board be approved and be continued until changes by individual item are made year by year. The motion carried.

Proposed Operating Fee Increase of \$4 Per Quarter

Mr. Bohne and Dr. Harrington spoke to the need for the increase in the operating fee. Dr. Harrington indicated the Joint Student Fees Budget was presently on his desk and reflected disastrous funding in some departmental budgets. He indicated the proposed increase in operating fees would help to offset this and would make it possible to increase support in the music, art, forensic, etc. areas.

Mr. Steve Haas read the following letter, dated May 17, 1974, from Roger Ferguson to the Chairman of the Board.

"I regret that I am unable to attend this important board meeting tonight. I am asking Steve Haas to read this letter in my place. The letter concerns the proposed tuition increase. It may sound strange, but I am speaking in favor of the increase, with reservations. I am in favor of the "minor" hike, if the areas presently being funded by "student activity fees" will be looked at, and reevaluated. There is something wrong when departmentally related activities have to be funded from sources outside the normal departmental budget. It is sad that a department, such as the Drama Department, has to receive funds that has been designated by legislative intent to serve student needs in the areas of services and activities, in order to expand the knowledge of their students in the areas of theater, etc. Such funds could be used elsewhere--as always--for a student service, such as child day care center. It is my opinion that the service and activities fees should be used exclusively for just that--student services and activities, and not to supplement departmental budgets."

MOTION NO. 4026: Mrs. Minor moved, seconded by Mr. Frank, that, effective Fall Quarter 1974, the full-time, resident, undergraduate and non-advanced degree candidate graduate operations fee be increased \$4.00 from \$91.50 to \$95.50, and accordingly, that the full-time, resident, advanced degree candidate graduate operating fee be increased \$4.00 from \$111.50 to \$115.50, and further that, effective Summer Quarter 1975, the full-time operating fee be increased \$4.00 from \$131 to \$135. The motion carried.

EXECUTIVE SESSION

Dr. Harrington indicated he would like to have an executive session with the board. The Vice Chairman declared the meeting recessed to allow the board to go into executive session at approximately 8:45 p.m.

RECONVENED

The Vice Chairman reconvened the meeting at approximately 9:53 p.m.

Academic Affairs

R-I-F Policy Amendment

Dr. Harrington read his letter of May 17, 1974 to Dr. Brooks in which he recommended changes be made in the colleges current R-I-F policy which would allow a faculty member who took a leave of absence for the purpose of academic pursuit to count that year towards seniority. Dr. Harrington indicated the proposed changes would provide protection to the faculty member.

MOTION NO. 4027: Mrs. Minor moved, seconded by Dr. Brain, to approve the changes to the R-I-F policy as stated by Dr. Harrington and as set forth in his letter of May 17, 1974 to Dr. Brooks. The motion carried.

The changes are as follows:

- 3b) Seniority for tenured and non-tenured faculty members shall be computed in the following manner:
  1. All years of service at Central Washington State College shall be counted (part-time service shall be pro-rated accordingly);
  2. Service at Central Washington State College shall be measured from the first day of classes as a faculty member, which period shall include professional leaves and those leaves of absence spent in academic pursuits (other than working on advanced degrees) appropriate to the faculty member's assignment or discipline as approved by his school dean, the Vice President for Academic Affairs, the President, and the Board of Trustees;
  3. In instances where employees have the same beginning date of full-time services, seniority shall be determined in the following order:
    - a. Date of appointment to full-time service by the Board of Trustees;
    - b. Date of the signature of a letter of intent to accept employment;
    - c. Date of application for employment.

Retirement

MOTION NO. 4028: Mr. Frank moved, seconded by Mrs. Minor, that the Board of Trustees acknowledge the retirement of Paul Creston and Linwood Reynolds (with due regard to Mr. Reynolds' longevity--27 years) and with appreciation for the longevity and calibre of service that these gentlemen have given to the college. Mr. Frank also moved that the board grant them retirement as Emeritus Professors as follows. The motion carried.

Paul Creston, Professor of Music and Composer-in-Residence, to retire as Emeritus Professor of Music effective September 1, 1974

Linwood E. "Monte" Reynolds, Associate Professor of Physical Education, to retire as Emeritus Professor of Physical Education effective at end of summer session, 1974

Resignations

MOTION NO. 4029: Dr. Brain moved, seconded by Mr. Frank, to accept the resignations as read by Dr. Harrington (listed below). The motion carried.

Kenneth R. Berry, Associate Professor of Education, effective at the end of the 1973-74 academic year

Douglas S. Burrton, Director, Teacher Corps Project and Assistant Professor of Education; effective as follows: Director, Teacher Corps Project, June 30, 1974, Assistant Professor of Education, at the end of summer quarter 1974

Lyndon F. Duke, Assistant Professor of Sociology, effective at the end of summer quarter, 1974

Mary Ellen Hornstra, Assistant Professor of Home Economics, effective at the end of spring quarter, 1974

Marcelle D. Straatman, Assistant Professor of Home Economics, Family and Consumer Studies, effective July 19, 1974

Leave of Absence

MOTION NO. 4030: Dr. Brain moved, seconded by Mrs. Minor, to approve the following leaves of absence. The motion carried.

Beverly A. Heckart, Assistant Professor of History, leave of absence for fall and spring quarters only for 1974-75 academic year. The period of time spent on the leave of absence is to be counted as legitimate academic pursuit for the purpose of determining seniority as defined in the R-I-F policy.

Thomas J. Kerr, Associate Professor of Political Science, leave of absence for the 1974-75 academic year. The period of time spent on the leave of absence is to be counted as legitimate academic pursuit for the purpose of determining seniority as defined in the R-I-F policy.

Patricia A. Ross, Assistant Professor of Interior Design, leave of absence for the 1974-75 academic year (leave of absence for fall quarter, 1974 granted February 2, 1974).

Change in Title and Assignment

MOTION NO. 4031: Mr. Frank moved, seconded by Mrs. Minor, to approve the change in title and assignment for Raeburne S. Heimbeck as follows. The motion carried.

Raeburne S. Heimbeck, title and assignment changed from Professor of Honors and Director, Honors Program, to Professor of Religious Studies, effective for the 1974-75 academic year

Appointments

MOTION NO. 4032: Mrs. Minor moved, seconded by Dr. Brain, to approve the following appointments. The motion carried.

Paul Creston, Composer-in-Residence, for academic year 1974-75 (half-time position without teaching obligations in program 07)

Lloyd M. Gabriel, Associate Professor of Education, special assignment without remuneration to teach courses in Tri-cities area, effective for the 1974-75 academic year (granted leave of absence for the 1974-75 academic year on February 9, 1974)

Margaret R. Maxwell, Lecturer in Music, temporary, part-time appointment to begin April 29, 1974 but not to extend beyond May 10, 1974

Ann E. McLean, Assistant Professor of Instructional Media, effective from June 10, 1974 and continuing through May 31, 1975

Reappointments

MOTION NO. 4033: Mr. Frank moved, seconded by Mrs. Minor, to approve the following reappointments. The motion carried.

Michael K. McLeod, Lecturer in Physical Education, effective for the 1974-75 academic year

Dale V. Samuelson, Lecturer in Aerospace Studies, one-year appointment for the 1974-75 academic year

Revised R-I-F Plan for 1974-75

Dr. Harrington reviewed the proposed revised R-I-F Plan for 1974-75 (as outlined in his letter to Dr. Brooks of May 9, 1974). Dr. Harrington concluded by saying that the net effect of the revised plan if it is approved by the board will be that the administration can come back to the board on May 31, 1974 and recommend reappointment of some of the faculty who have been "rified" under the 12/7/73 plan.

MOTION NO. 4034: Mrs. Minor moved, seconded by Mr. Frank, to approve the revised R-I-F Plan for 1974-75 as presented by Dr. Harrington in his letter of May 9, 1974. The motion carried.

Tenure

Dr. Harrington recommended two faculty members be granted tenure.

MOTION NO. 4035: Dr. Brain moved, seconded by Mr. Frank, to grant tenure to the following faculty members. The motion carried.

James A. Hawkins, Assistant Professor of Theatre and Drama  
(tenure granted (with non-doctorate terminal qualification in discipline))

John B. Housley, Professor of Philosophy & Religious Studies  
(tenure granted (with doctorate))

Change of Administrative Yearly Appointment Date From July 1, 1974 to September 1, 1974

Dr. Brooks indicated that the administration has received criticism from the faculty because faculty salary increases become effective in September while administrative salary increases become effective on July 1. Dr. Brooks stated all administrators had received letters a year ago indicating the change in effective dates for salary increases was under consideration. Dr. Brooks also indicated he had held a recent meeting with the administrators for the purpose of discussing the proposed change and advising that it was to be an item for board consideration at this meeting. Dr. Brooks commented that he had asked the administrators to write letters to him if they had concerns and he had received one letter. If the board approves this recommendation, Dr. Brooks indicated he would present the board with a list of recommended administrators which the President and Vice Presidents would like to have appointments extended for that time.

MOTION NO. 4036: Mrs. Minor moved, seconded by Mr. Frank, that the board change the administrative yearly appointment date from July 1 to September 1. The motion carried.

Dr. Brooks noted that this would be a good year to make this change since no salary increases were contemplated at this time.



Consideration of Affirmative Action Proposed Policies

Board members expressed their reluctance to pass the proposed Affirmative Action policies without being able to read and consider them. Copies of the proposed policies had just been handed to the board members at the beginning of this meeting. They asked if it would upset administrative timetables if the action on the policies were delayed until the May 31 meeting and were assured by Mr. Harrison that they would not be expected to approve the proposed policies without time for due consideration.

Mr. Wally Webster and Mr. John Harrison were asked to present a brief discussion of the Affirmative Action Program and its relationship to the college. Mr. Harrison indicated the board would be considering three personnel-related policies pertaining to the Affirmative Action Program. The three policies are: Equal Employment Opportunity, Nepotism, and Pregnancy and Maternity Leave. Mr. Harrison stated the need for these three policies became apparent as a result of a review of existing policies performed by Mr. Webster. Mr. Webster's investigation identified these particular areas in which the college either lacked adequate policy statements or possessed policies which were incompatible with existing federal and state requirements. The Higher Education Guidelines--Executive Order 11246 and Governor Evans' Executive Order 72-02 contain the federal and state statutes with which Central's policies must comply.

A short discussion ensued regarding the use of criminal records in the hiring criteria. Mr. Milam will furnish the members of the board with copies of the statutes relating to this.

Authorization for Attorney General to Appear On Their Behalf and Defend Eight Members of the College Community

Dr. Brooks indicated that in connection with the action brought against Mrs. Jacqueline C. Minor, Steven Milam, Dr. James E. Brooks, Dr. John A. Green, Dr. Edward J. Harrington, Dr. Stephen Bayless, Mr. William Dunning and Mr. Christos Papadopoulos by Syed Iqbal Jafree on April 1, 1974, the members of the board have received copies of letters from each individual named testifying that actions which he/she have taken with regard to the plaintiff Mr. Syed Iqbal Jafree have been as a result of his/her relationship with Central Washington State College and within the scope of his/her relationship. Each further testifies that he/she acted in good faith in carrying out his/her duties and responsibilities. Each individual by letter requested that the Attorney General be authorized to defend said action and that the costs of defense be paid from the appropriation made for the support of Central Washington State College. Dr. Brooks indicated that all persons named, with the exception of Dr. Stephen Bayless, were present. Dr. Bayless had listed a telephone number in his letter where he could be reached if the board wished to question him.

Mrs. Minor stated that everything she did with regard to the plaintiff Mr. Syed Iqbal Jafree, was done as a result of her appointment as a member of the Board of Trustees and was within the scope of her appointment and office. She stated it was her firm belief and conviction that she carried out her powers, duties and responsibilities in good faith, particularly so when they involved Mr. Jafree, and she requested the board to so find and determine.

MOTION NO. 4037: Mr. Frank moved, seconded by Dr. Brain, to request the Attorney General to appear on behalf of the eight persons named and defend them in the action brought against them by Mr. Jafree, filed on April 1, 1974 in the United States District Court for the Eastern District of Washington in Spokane, Washington.

Mr. Harrison indicated the board members had before them copies of two resolutions prepared by Mr. William Coats of Olympia. Mr. Milam was asked for his advice upon how the board should proceed. Mr. Milam indicated that because he was also named in the action brought by Mr. Jafree he was unable to advise the board. Upon being pressed again as to how they should proceed, Mr. Milam added that the board had before them two resolutions prepared by Mr. Coats, and relayed to the board by Mr. Harrison, for the consideration of the board with no prior determination of board action.

After further consideration, Dr. Brain withdrew his second to Motion No. 4037. Mr. Frank accepted that withdrawal and proceeded to reword his motion.

MOTION NO. 4037: Mr. Frank moved, seconded by Dr. Brain, to adopt Resolutions No. 74-4 and 74-5. The motion carried with Mrs. Minor abstaining. (Copies of the Resolutions are on file in the President's office.)

#### NOMINATING COMMITTEE REPORT

Dr. Brain reported it was the unanimous opinion of the members of the Nominating Committee that Mr. Raymond Garcia be nominated for Chairman of the Board of Trustees for 1974-75 and that Mr. Herbert Frank be nominated as Vice Chairman of the Board for the same period. An election will be held at the next board meeting.

#### CWSC Foundation

#### NEXT MEETING

May 31, 1974 at 3 p.m. in SUB, Room 204-205 was the time and place selected for the next meeting of the board. This will be designated as a special meeting.

#### VETERANS STUDENT UNION

Some members of the Veterans Student Union had asked to meet with the board and did so prior to the opening of the official board meeting. The veterans asked the board for alleviation of certain problems including the waiver of tuition and fees for Veteran Students who have exhausted their Veterans Educational Entitlements, lack of funding and support for existing programs, and "Outreach" office facilities necessary to the administration of existing and planned programs of service to the Veterans of CWSC.

The members of the board indicated sympathy for the veterans concerns. They expressed reluctance to make decisions at this time without further information. They indicated they would request the administration for comments on the pros and cons and legality of the information presented to them by the veterans. They reiterated they needed more information than they have at the present time in order to make a decision.

In connection with this, at the end of the meeting Mr. Frank stated he would like to indicate that although the board had met with this group this time that this is not the procedure that the board would like to follow. He indicated that any matter to be brought to the board should be presented through the administration. He emphasized that this was to prevent haphazard meetings with the board unprepared to make decisions.

EXECUTIVE SESSION

The Vice Chairman indicated he had had a request that the board go into executive session. He indicated when the board came out of executive session there would be no action other than adjournment. The board recessed to go into executive session at approximately 10:50 p.m. and reconvened at 11:55 p.m.

MOTION NO. 4038: Mr. Frank moved, seconded by Dr. Brain, to adjourn the meeting. The motion carried.