

10-8-1976

1976 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

Follow this and additional works at: http://digitalcommons.cwu.edu/bot_minutes

Recommended Citation

Board of Trustees, Central Washington University, "1976 - Board of Trustee Meeting Minutes" (1976). *CWU Board of Trustees Meeting Minutes*. Book 270.
http://digitalcommons.cwu.edu/bot_minutes/270

This Book is brought to you for free and open access by the University Archives and Special Collections at ScholarWorks@CWU. It has been accepted for inclusion in CWU Board of Trustees Meeting Minutes by an authorized administrator of ScholarWorks@CWU.

Dr. Middle

MINUTES
BOARD OF TRUSTEES
SPECIAL MEETING
CENTRAL WASHINGTON STATE COLLEGE
SUB 204-205
OCTOBER 8, 1976
5:00 P.M.

The special meeting of the Board of Trustees was called to order by the Chairman, Mr. Paul Schaaake, in Room 204-205 of the Student Union Building on the campus of Central Washington State College in Ellensburg, Washington.

ROLL CALL

Present
Board of Trustees
Mr. Paul Schaaake, Chairman
Mr. Herbert L. Frank
Dr. Eugene Brain
Mr. James Waldo

Absent
Board of Trustees
Mrs. Catherine Hunter,
Vice Chairman

Others
Dr. Helmi Habib, Faculty Senate Chairperson
Mr. Stuart McMullen, Chairman, Student Board of Control

RECEIVED
NOV 22 1976
LIBRARY

RECESS

The Chairman indicated he would recess the meeting to allow the board to go into Executive Session to discuss the personnel matter of procedures for the presidential search and selection process for a replacement for Dr. James Brooks who has submitted his resignation. The meeting was recessed at approximately 5:10 p.m.

RECONVENED

The Chairman reconvened the special meeting at approximately 8 p.m.

ADJOURNMENT

Mr. Schaaake, Chairman, adjourned the meeting at approximately 8:01 p.m.

and been called to order by the Chairman, with the exception of the following additions under Communications: Item V. B.- Letter from Dr. Burton Williams, dated October 8, 1976, V. C.- Resolution from the Faculty Senate meeting minutes of October 8, 1976, and V. D.- Letter from Dr. Helmi Habib, resigning as Chairman of the Faculty Senate.

REPORTS

Statement of Expenses and Budget Changes Through Budget Change 1976, June 1976 and Through Budget Change 1976, July and August 1976

SECTION NO. 4424: Mr. Frank moved, seconded by Dr. Brain, to approve the Statement of Expenses and Budget Changes Reports through

MINUTES
BOARD OF TRUSTEES
REGULAR MEETING
CENTRAL WASHINGTON STATE COLLEGE
SUB 204-205
OCTOBER 8, 1976
8:00 P.M.

The regular meeting of the Board of Trustees was called to order by the Chairman, Mr. Paul Schaaake, in Room 204-205 of the Student Union Building on the campus of Central Washington State College in Ellensburg, Washington.

ROLL CALL

<u>Present</u>	<u>Absent</u>
<u>Board of Trustees</u>	<u>Board of Trustees</u>
Mr. Paul Schaaake, Chairman	Mrs. Catherine Hunter,
Dr. Eugene Brain	Vice Chairman
Mr. Herbert Frank	
Mr. James Waldo	
 <u>Others</u>	
Dr. James E. Brooks, President	
Dr. Helmi Habib, Faculty Senate Chairperson	
Mr. Stuart McMullen, Chairman, Student Board of Control	

INTRODUCTIONS

Mr. James C. Waldo, U. S. Assistant Attorney General, was introduced as the newest member of the Board of Trustees.

Dr. Helmi Habib, was introduced as the new Chairperson of the Faculty Senate.

APPROVAL OF MINUTES

MOTION NO. 4419: Dr. Brain moved, seconded by Mr. Frank, to approve the minutes for the special meetings of September 10, 1976 at 4:00 p.m. and 8:00 p.m. The motion carried.

CHANGES TO THIS AGENDA

Changes to the agenda were reflected in the revised agenda which had been mailed to each board member, with the exception of the following additions under Communications: Items V. B.- Letter from Dr. Burton Williams, dated October 5, 1976, V. C.- Resolution from the Faculty Senate meeting minutes of October 6, 1976, and V. D.- Letter from Dr. Jimmie Applegate, resigning as Chairman of the Faculty Senate.

REPORTS

Status of Reserves and Budget Changes Through Budget Change #454, June 1976 and Through Budget Change #28, July and August 1976

MOTION NO. 4420: Mr. Frank moved, seconded by Dr. Brain, to approve the Status of Reserves and Budget Changes Reports through

Budget Change #454, June 1976 and Budget Change #28, July and August 1976. The motion carried.

Union Contract Negotiations

It was decided to delay discussion of this item until the board could meet in executive session.

Ellensburg Day Care Report

Dr. Duncan McQuarrie briefly reviewed the Child Care Report which was prepared by the Ad Hoc Day Care Committee organized by President Brooks on May 12, 1975 and submitted to the Board of Trustees in August of 1976. Dr. McQuarrie also distributed some additional written information to the board taken from the Russell Hansen survey of 1973 regarding the perceived need for day care.

Melissa Meyers, resident of Brooklane Village, Mr. Gordon Mettler, local businessman and owner of the Mettler Child Care Center, Jaqueline Bates, Assistant Professor of the Washington Center for Early Childhood Education, and Tom Lineham, member of the Ellensburg City Council, participated in the discussion which followed.

Mr. Frank suggested that participants representing differing points of view get together and get their questions organized among themselves and then come back to the board for further discussion.

The Chairman concluded the present discussion due to the lengthy agenda.

COMMUNICATIONS

Four communications were acknowledged by the board: (1) a letter dated September 30, 1976 from Richard Leinaweaver, Vice President of the American Federation of Teachers, Local No. 3231, regarding representation of the faculty on the Presidential Search Committee; (2) Faculty Senate Resolution suggesting that the Presidential Search Committee be composed of a preponderance of teaching faculty; (3) a letter from Dr. Williams, dated October 5, 1976, transmitting a resolution signed by department chairpersons and program directors in the School of Social and Behavioral Sciences urging that any Presidential Search or Review Committee be composed of at least a preponderance of teaching faculty, and (4) a letter from Dr. Jimmie Applegate, dated September 27, 1976, indicating his resignation as Faculty Senate Chairman, effective September 24, 1976.

RECESS

The Chairman recessed the meeting at approximately 8:45 p.m. to allow the board to go into executive session to discuss the Union Contract Negotiations and personnel matters.

RECONVENED

The Chairman reconvened the regular board meeting at approximately 10:07 p.m.

NEW BUSINESS

Academic Affairs

Civil Service Exempt Appointment

MOTION NO. 4421: Dr. Brain moved, seconded by Mr. Waldo, to approve the following Civil Service Exempt appointments. The motion carried.

Dolores M. Garcia, Coordinator/Counselor of the E.S.E.A. Title I Migrant Education Project starting September 8, 1976 and continuing until June 30, 1977, the position is non-faculty and civil service exempt

Cheryl Ann McKernan, Adult Remedial Reading Specialist, to be employed for the period September 1, 1976 through June 30, 1977, the position is non-faculty and civil service exempt

Faculty Appointment

MOTION NO. 4422: Mr. Frank moved, seconded by Dr. Brain, to approve the regular appointment of Lawrence R. Porter, Instructor of Ethnic Studies, with the stipulation that the doctorate must be completed before tenure will be granted. The motion carried.

MOTION NO. 4423: Mr. Frank moved, seconded by Dr. Brain, to approve the following temporary (one-year) appointments. The motion carried.

Jean L. Fox, Acting Assistant Professor of Education, for the 1976-77 academic year

Robert Onstine-C, Acting Assistant Professor of Spanish, for the 1976-77 academic year

Alice L. Schomer, Acting Instructor of Business Education and Administrative Management, 1/2 time appointment for the 1976-77 academic year

Adjunct Appointment/Discontinuance

MOTION NO. 4424: Mr. Frank moved, seconded by Mr. Waldo, to approve the following Adjunct appointments. The motion carried.

David B. Blodgett, Adjunct Lecturer of Ethnic Studies, the appointment shall begin September 22, 1976 and continue until further notice

Robert M. Bolstad, Adjunct Assistant Professor of English, appointment shall begin September 20, 1976 and continue through Fall quarter

- Thomas R. Croson, Adjunct Lecturer in Aerospace Studies, appointment shall begin Fall quarter, 1976 and continue until further notice
- Douglas O. Nielson, Adjunct Instructor in Computer Science, appointment shall begin September 11, 1976 and continue until further notice
- Stephen D. Paulson, Adjunct Instructor of Law and Justice, the appointment shall begin on October 1, 1976 and continue until further notice
- Wadell D. Snyder, Adjunct Associate Professor of Ethnic Studies appointment shall begin Fall quarter 1976 and continue until further notice
- Leonard K. Stiles, Adjunct Instructor of Law and Justice, appointment shall begin September 22, 1976 and continue until further notice

MOTION NO. 4425: Mr. Waldo moved, seconded by Dr. Brain, to approve the following discontinuance of Adjunct appointments. The motion carried.

- Kent D. Redfield, Adjunct Assistant Professor of Political Science, appointment discontinued, effective upon fifteen days notice after approval by the Board of Trustees
- Jerry M. Zimmerman, Adjunct Assistant Professor of Political Science, appointment discontinued, effective upon fifteen days notice after approval of the Board of Trustees.

Salary Adjustment

MOTION NO. 4426: Dr. Brain moved, seconded by Mr. Waldo, to approve a salary adjustment for Harriet S. Dolphin, Assistant Professor of Art, one-step salary increase (from step 8.5 to 9.5) for completion of Ed. D., effective October 1, 1976, subject to receipt in the Vice President for Academic Affairs office of official notification. The motion carried.

Administrative Affairs

Appointments

Mr. Lipsky introduced Mr. William P. Whiting and recommended his appointment as College Editor.

MOTION NO. 4427: Mr. Frank moved, seconded by Dr. Brain, to approve the appointment of Mr. William P. Whiting, College Editor, effective October 1, 1976 through August 31, 1977 (Civil Service Exempt).

MOTION NO. 4428: Dr. Brain moved, seconded by Mr. Waldo, to approve the appointment of Dr. Jimmie Applegate, as Special Assistant to the President, effective September 20, 1976, full time for Fall quarter only. The motion carried.

MOTION NO. 4429: Mr. Frank moved, seconded by Mr. Waldo, to approve the appointment of Mr. Kenneth D. La Fountaine, Advisor, Educational Opportunities Program, 1976-77 academic year (Civil Service Exempt). The motion carried.

Resignations

Dr. Brooks indicated that on October 4, 1976, he had submitted a letter to Mr. Schaaake, Chairman of the Board of Trustees, confirming in writing his intention to resign from the Presidency of Central Washington State College effective August 31, 1978. In his letter Dr. Brooks also indicated his intention to request a Professional Leave from September 1, 1978 to August 31, 1979, in order to prepare to return to the classroom or to accept whatever new assignment the college may wish to propose.

MOTION NO. 4430: Mr. Frank indicated that it was with sincere regret that he even had to make the motion, and with many thanks for the long years of service that Dr. Brooks has given to the institution, that he moved to accept the resignation of Dr. James E. Brooks, effective August 31, 1978. Seconded by Mr. Waldo; the motion carried.

Professional Leave Granted

MOTION NO. 4431: Mr. Waldo moved, seconded by Dr. Brain, to grant a Professional Leave to Dr. James E. Brooks from September 1, 1978 to August 31, 1979. The motion carried.

Resolution No. 76-8

A resolution of the Board of Trustees of Central Washington State College delegating the Board of Trustees' powers and duties for accepting resignations of faculty and civil service exempt administrative staff was presented for the board's consideration. Dr. Harrington indicated he felt the delegation was necessary to handle resignations that come in and positions that must be filled before the Board of Trustees meets. An offer to fill a position cannot legally be extended until the resignation has been accepted and sometime when the board does not meet for longer than a month, this causes difficulties for the staff in trying to fill the vacated position.

A discussion followed during which the board indicated its reluctance to delegate the power of accepting resignations. The board indicated that a telephone poll could be made of the members and that official action could then be taken at the following board meeting. Mr. Clarke advised that the action would not be legal until it was taken at a board meeting. Mr. Waldo suggested there may be some other ways to provide relief for the staff in this matter without giving away the power of the board to accept resignations.

The Chairman called for a motion and there was none forthcoming.

Board of Trustees Affairs

Discussion of Procedures For Presidential Search and Selection Process

Dr. Brooks left the meeting at this point.

Mr. Schaaake reviewed briefly the events that had brought the board to the present consideration of procedures for presidential search and selection process. He indicated that Dr. Brooks has submitted his resignation and the board has accepted it. He noted that the board had asked for one representative from each of the following groups to meet with the board: Faculty Senate, Association of Administrators, Employee Council, Alumni, and Board of Control.

Mr. Schaaake indicated it was proposed that the board would meet with these representatives in executive session to get input from them and then to come back to an open meeting to get input from the members of the audience at large.

Mr. Schaaake also indicated that the board wants representation from each of the foregoing groups but that the final authority and decision for selection of a new president rests with the board and that the final decision will be made by the board.

The Chairman noted that the board is interested in getting as much input as possible and that they wish to have a good understanding and establish procedures to follow to be sure that this job is done properly.

Resolutions from the Faculty Senate, Department of Social and Behavioral Sciences and from the American Federation of Teachers were again noted calling for a preponderance of representation from the faculty on the presidential search and selection committee.

Dr. Kent Richards of the faculty reviewed the history of the past presidential search committees and noted there were three committees established for procedures, criteria and screening and that the screening committee worked closely with the board in the final selection. The services of the AAUP were offered to aid in the presidential search.

Dr. Schliesman asked if a job description could be written and shared with the college community. It was indicated this was possible but that it would be subject to final approval by the board.

Dr. McQuarrie spoke in favor of having faculty representation pre-dominate on the committee and in having open and full participation. He raised the question of talking in executive session with the representatives. Dr. Leinaweaver commented that he felt the board would get truer and more honest answers in an open meeting.

In answer to a question from Dr. McQuarrie as to the membership of the group the board would be meeting with, the Chairman introduced the following people:

Helmi Habib--Faculty Senate
William Allison--Association of Administrators
Stuart McMullen--A.S.C. Board of Control
Warren Hand--Civil Service Employee Council
Ike Purdy--Alumni Association

The Chairman indicated the board would now recess to meet with these representatives and then return to open meeting for a further sharing of information with the audience. The Chairman reiterated that the board was interested in having input from as many sources as possible as the committee and procedures are being established.

RECESS

The Chairman recessed the meeting at approximately 10:45 p.m. to meet in executive session with representatives of the college groups.

RECONVENED

The Chairman reconvened the regular meeting at approximately 11:23 p.m.

Mr. Schaafe opened the discussion by indicating that there was not agreement but it had been suggested that the presidential search committee be composed of the following: 1 representative from the local community, 1 representative selected by the Alumni Association, 1 representative selected by the Civil Service Employee Council, 1 representative selected by the Student Board of Control, 2 representatives selected by the Association of Administrators, 5 members selected by the Faculty Senate and 2 representatives selected from the deans by the deans. It had also been suggested that the committee be charged with preparing a job description (subject to the approval of the board), advertising the position vacancy and the initial screening of candidates.

The discussion continued with the board indicating they would like to have broad representation on the committee, that they wished to reserve the right to approve the final job description, that because the college is an important element in the community there should be a community representative on the committee, that it is the consensus of the board that its intent is to get as wide an array of views as possible, that a tremendous number of man-hours would be required of members of the committee, and that the board did not wish to establish guidelines for the selection of the committee representatives but rather to leave this open for each group to decide how they wished the selection to be made.

Members of the audience suggested that perhaps an eleven member committee would be more viable, that perhaps the community representative could be eliminated since the board members represented the community or perhaps the community representative could be combined with the alumni representative, that there should be more academic representation on the committee, that the extent of representation was good and could be very productive. Mr. McMullen indicated Board of Control support for the proposal.

MOTION NO. 4432: Mr. Frank moved, seconded by Dr. Brain, that the Board of Trustees form a Presidential Search Committee consisting of 5 faculty members selected by the Faculty Senate, 2 representatives selected by the Association of Administrators, 2 deans selected by the deans, 1 member of the student body selected by the Board of Control, 1 representative selected by

the Alumni Association, 1 representative selected by the Civil Service Employee Council, 1 representative from the community. The motion carried.

When questioned about a time schedule, the Chairman replied that they would like to have the names of the committee representatives on or before the next meeting of the board which is scheduled for November 12, 1976. The Chairman indicated the names were to be submitted to Mrs. Paul in the President's office.

In discussing procedures the board indicated that at this time they would like to keep as much flexibility as possible, that they would welcome input and that they would want to discuss procedures with the committee before they become fixed.

Various methods of obtaining a community representative were discussed: contacting the Chamber of Commerce and/or contacting as many civic groups as possible asking them to submit names with the final selection being made by the board.

NEXT MEETING

The next meeting of the board was established for November 12, 1976.

ADJOURNMENT

The meeting was adjourned at approximately 12 midnight.