

12-10-1976

## 1976 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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F. Waddle  
Library

MINUTES  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
SPECIAL MEETING  
SUB 204-205  
DECEMBER 10, 1976  
7:15 P.M.

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

ROLL CALL

Present  
Board of Trustees

- Mr. Paul Schaake, Chairman
- Mrs. Catherine Hunter, Vice Chairman
- Dr. Eugene Brain
- Mr. James Waldo

Others

- Dr. James E. Brooks, President
- Dr. Helmi Habib, Faculty Senate Chairman
- Mr. Richard Dietz, Student Board of Control

APPROVAL OF MINUTES

MOTION NO. 4441: Mr. Waldo moved, seconded by Mrs. Hunter, to approve the following three sets of Board of Trustees meeting minutes: Special meeting, November 12, 5:45 p.m., Regular meeting, November 12, 8:16 p.m., and Special meeting, November 26, 1:00 p.m. The motion carried.

CHANGES TO THIS AGENDA

Item IV. Reports, D. Status report on Union Contract negotiations, was deleted.

REPORTS

President Emeritus Robert E. McConnell

The chairman read Board of Trustees Resolution No. 76-8 as follows:

WHEREAS, The Board of Trustees of Central Washington State College wishes to make known the sorrow of the college community at the death November 23, 1976, of Dr. Robert E. McConnell, President Emeritus; and

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 WHEREAS, His 28-year term of excellent service to the college, the Ellensburg community and the State of Washington as President of Central Washington State College will be remembered by those who knew him and noted by those yet to come; and

WHEREAS, His name will be carried on through such memorials as McConnell Auditorium and the continuance of quality higher education at the college based upon the principles he so strongly espoused during his term of office;

NOW THEREFORE BE IT RESOLVED that members of this Board of Trustees do hereby extend their own and the college's sympathy to Mrs. McConnell and the McConnell family and resolve that the McConnell years of 1931 to 1959 will continue to be recognized as a vital part of the history of Central Washington State College.

ADOPTED this 10th day of December, 1976.

MOTION NO. 4442: Dr. Brain moved, seconded by Mrs. Hunter, to adopt Resolution No. 76-8. The motion carried. All members signed the resolution which will be forwarded to the McConnell family.

Status of Reserves and Budget Changes

MOTION NO. 4443: Dr. Brain moved, seconded by Mr. Waldo, to accept the Status of Reserves and Budget Changes Through Budget Change #94, October 1976, as presented by Mr. Jones. The motion carried.

Change of Holiday Schedule

Mr. Jones reported that the Higher Education Personnel Board has reversed its earlier ruling and ruled that December 31, 1976 may be taken in lieu of New Year's Day, 1977. Therefore, Central employees will be granted December 31, 1976 as a holiday in lieu of January 1, 1977 rather than March 25, 1977 as previously reported. No action was required by the board.

Administrative Code

Mr. Allison furnished the members of the board with a revised copy of the Administrative Code. The Association of Administrators will be meeting in the near future to consider the latest revision to the Code. After ratification by the Association, the Administrative Code will be placed on the January agenda of the Board of Trustees for action.

Building Names Policy

Dr. Brooks indicated that the proposed Building Names Policy would be placed on the board agenda in January for action. He noted that the policy basically follows past board policy but clarifies some items and provides flexibility.

The Mission and Roles of the College

Dr. Schliesman discussed the proposed statement on the Mission and Roles of the College with the members of the board. Included in the discussion were the off campus sites, the desirability of including a statement with regard to the attainment of the highest quality available and reference to the mix of professional/arts and sciences/and vocational courses that is reflected in Central's programs.

Aerospace Studies Report

Dr. J. Wesley Crum reported to the board, reviewing the background and current status of the Aerospace Studies program.

Allied Health Sciences

Janet Lowe reviewed the Allied Health Sciences program, Dr. Robert Pacha discussed the medical technologist portion of the program and Donna Albertson, a student in the Allied Health Sciences, reviewed many phases of her participation within the program.

ADJOURNMENT

The Chairman adjourned the meeting at approximately 8:29 p.m.

Mr. Arthur ...

CHANGES TO THIS ORDER

The following letter was mailed under COMMUNICATIONS, from Michael S. Bellinger, vice representative, The Washington Federation of State Employees, 4700 17th Street, N.W., Washington, D.C. 20037, RE: ...

EXECUTIVE SESSION

After ... there were not enough members of the Presidential Search Committee present to conduct a meeting with them, the Board of Trustees meeting was recessed by the Chairman to allow the board to go into executive session at approximately 8:11 p.m. to discuss personnel matters.

RECONVENE

The Chairman reconvened the meeting at approximately 8:18 p.m.

NEW BUSINESS

Board of Trustees Meeting

The Chairman announced the board would now go into consideration of the charge to the Presidential Search Committee. Dr. Schliesman indicated the charge would be read in open session and any questions would be welcomed. Following that the members of the Presidential Search

MINUTES  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
REGULAR MEETING  
SUB 204-205  
DECEMBER 10, 1976  
8:30 P.M.

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

ROLL CALL

Present

Board of Trustees

Mr. Paul Schaaake, Chairman  
Mrs. Catherine Hunter, Vice Chairman  
Dr. Eugene Brain  
Mr. James Waldo

Others

Dr. James E. Brooks, President  
Dr. Helmi Habib, Faculty Senate Chairman  
Mr. Richard Dietz, Student Board of Control

CHANGES TO THIS AGENDA

The following letter was added under COMMUNICATIONS: From Michael R. Mallinger, Area Representative, The Washington Federation of State Employees, AFL-CIO, dated December 8, 1976, re WFSE vs. CWSC, HEPB-ULP #5.

EXECUTIVE SESSION

After determining there were not enough members of the Presidential Search Committee present to conduct a meeting with them, the Board of Trustees meeting was recessed by the Chairman to allow the board to go into executive session at approximately 8:37 p.m. to discuss personnel matters

RECONVENED

The Chairman reconvened the meeting at approximately 10:00 p.m.

NEW BUSINESS

Board of Trustees Affairs

The Chairman announced the board would move to consideration of the charge to the Presidential Search Committee. Mr. Schaaake indicated the charge would be read in open session and any questions would be welcomed. Following that, the members of the Presidential Search

BOARD OF TRUSTEES  
CENTRAL WASHINGTON STATE COLLEGE  
DAWSON BUILDING  
PULLMAN, WASHINGTON

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Committee and the Board of Trustees would move into closed session to discuss any concerns. The Chairman read the following charge:

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CHARGE TO THE PRESIDENTIAL SEARCH COMMITTEE

1. The Committee shall select its own chairperson and establish its meeting schedule.
2. The Committee shall submit to the Board of Trustees for its approval at the Board's January, 1977, meeting, the text of advertisements to be used. Solicitation of candidates shall begin as soon as possible following this approval.
3. The Committee shall also submit to the Board, at the Board's January, 1977, meeting, a draft of a detailed position description for the purpose of opening discussion with the Board on the subject of specific criteria, to be used throughout the screening process, which are matched to the particular needs of Central.
4. The Committee shall submit to the Board for discussion and approval at its February, 1977, meeting, an outline of the procedures to be followed by the Committee, including a budget indicating anticipated expenditures for administrative expenses.
5. The Committee shall accept applications and nominations until June 1, 1977.
6. The Committee shall, prior to the Board's July, 1977, meeting, have reduced its list of candidates to 40. At this time any member of the Search Committee or any member of the Board of Trustees may, at his or her option, submit the name of one additional candidate not heretofore considered, or previously considered and rejected by the Committee. The purpose of this step is to help assure that any candidate considered by any Committee member or any Board member to be particularly well qualified will receive thorough consideration by the Committee.
7. The Committee shall submit to the Board at the Board's October, 1977, meeting, the list of the names of the 12 candidates the Committee has determined to be best qualified. The names shall not be ranked.
8. Committee members, recognizing the need for the protection of the confidentiality of all candidates, will exercise complete discretion both during and following the search process. All Committee meetings will be closed.
9. The Committee shall, throughout the search and screening process, demonstrate its commitment to affirmative action. Particular effort shall be made to solicit applications from and nominations of women and members of minority groups. The best qualified person must be sought, without discrimination of any kind.
10. Recognizing the desire of the Board of Trustees to stay well informed throughout the search process, the Committee shall keep the Board apprised

of its meeting schedule and shall keep all meetings open to any Board members who may wish to attend. All documents received from or otherwise pertaining to candidates shall be properly secured in a location to be designated by the Board, and available to Board members, as well as to Committee members, for inspection at any time.

Following the reading of the charge, the Chairman asked for any concerns to be expressed by the members of the audience. None were forthcoming.

RECESSED

The Chairman asked that the members of the Presidential Search Committee meet with the Board of Trustees and the meeting was recessed at approximately 10:07 to accomplish this.

RECONVENED

The regular Board of Trustees meeting was reconvened at approximately 11:00 p.m. by the Chairman.

NEW BUSINESS

Board of Trustees Affairs

Presidential Search Committee

The Chairman indicated that the board had engaged in some discussion of the charge and that the Committee is now discussing the charge. Mr. Schaake noted that the board would not be adopting the charge at this meeting but would do so in January after it is finalized. He indicated the Committee would be starting their work right away.

Business Affairs

Acceptance of Resignation--Braid

MOTION NO. 4444: Mr. Waldo moved, seconded by Mrs. Hunter, to accept the resignation of Mr. Gilbert J. Braid from his position of Director of Facilities Planning and Construction effective December 31, 1976, and that he be paid for the balance of vacation leave accrued as reflected in the official records as of that date. The motion carried.

Mrs. Hunter asked if the noise problem had been corrected on the 4th floor of the new library. Dr. Waddle indicated that the noise level was still unsatisfactory. Mr. Jones will pursue this matter.

Coordinator of Senior Scholar Residence Program Appointment

MOTION NO. 4445: Mr. Waldo moved, seconded by Mrs. Hunter, to approve the appointment on a half time basis of Mrs. Alice Yee as Coordinator of the Senior Scholar Residence Program, effective January 1, 1977 through June 30, 1977. The motion carried.

Resolution No. 76-9

Action on this matter (authorization of Assistant Attorney General to prosecute appeal of Higher Education Personnel Board order in Washington Federation of State Employees, AFL-CIO, v Central Washington State College) was deferred along with the communication from Mr. Mallinger.

Academic Affairs

Retirement

MOTION NO. 4446: Dr. Brain moved, seconded by Mr. Waldo, to accept the following resignations with regret. The motion carried.

Louise M. Lampman, Professor of Librarianship, retirement effective September 1, 1977 with the title of Emeritus Professor of Librarianship

Harold S. Williams, Professor of Business Administration, retirement effective at the end of spring quarter, 1977, with the title Emeritus Professor of Business Administration.

Resignations

MOTION NO. 4447: Dr. Brain moved, seconded by Mrs. Hunter, to accept the following resignations. The motion carried.

William A. Haarstad, Assistant Professor of Education, resignation effective at the end of spring quarter, 1977

Glenn B. Short, Assistant Professor of Anthropology, resignation effective at the end of spring quarter, 1977

Adjunct Appointments Discontinued

MOTION NO. 4448: Mrs. Hunter moved, seconded by Dr. Brain, to approve, with thanks for the services rendered the institution, the discontinuance of the following Adjunct Appointments (effective upon fifteen days notice after approval by the Board of Trustees). The motion carried.

Steven K. Williams, Adjunct Lecturer in Business and Accounting  
Dennis A. Wintch, Adjunct Lecturer of Accounting

Change in Faculty Appointment

MOTION NO. 4449: Mrs. Hunter moved, seconded by Dr. Brain, to approve the change in appointment for Alice L. Schomer, Acting Instructor of Business Education and Administrative Management, appointment for winter quarter, 1977 to be increased from one half to full time. The motion carried.



Faculty Re-employment

MOTION NO. 4450: Dr. Brain moved, seconded by Mr. Waldo, to approve the re-employment of the following faculty members. The motion carried.

Manfred E.W. Jaehnig, Acting Associate Professor of Anthropology, appointment effective on a half time basis for the period from January 1, 1977 through March 31, 1977

Jean M. McFarland, Acting Instructor of Leisure Services, appointment effective for winter quarter, 1977

Adjunct Appointment

MOTION NO. 4451: Mrs. Hunter moved, seconded by Mr. Waldo, to approve the following Adjunct Appointments. The motion carried.

J. Anthony Angell, Adjunct Lecturer of Education, appointment shall begin January 1, 1977 and continue until further notice

Ronald L. Christensen, Adjunct Assistant Professor of Communication, appointment shall begin January 5, 1977 and continue until further notice

L. Edwin Coate, Adjunct Assistant Professor of Education, appointment shall begin winter quarter, 1977 and continue until further notice

Daniel S. Smolen, Adjunct Lecturer of Education, appointment shall begin winter quarter, 1977 and continue until further notice

Claudia Lee Thomas, Adjunct Lecturer of Education, appointment shall begin winter quarter, 1977 and continue until further notice

Department Chairmanship

MOTION NO. 4452: Dr. Brain moved, seconded by Mr. Waldo, to the appointment of the following department chairmen. The motion carried.

Milo L. Smith, Professor of Drama, appointment as Chairman of the Department of Drama effective on January 1, 1977 and running through December 31, 1980, subject to the provisions listed in Part VII, page 13, of the Policies and Procedures Manual.

Fern L. O'Neil, Acting Instructor in Home Economics Education, appointment as Chairperson of the Department of Home Economics, Family and Consumer Studies effective winter and spring quarters, 1977, subject to the provisions listed in Part VII, page 13 of the Policies and Procedures Manual

Faculty Reappointments, 1977-78

MOTION NO. 4453: Mr. Waldo moved, seconded by Dr. Brain, to approve the Faculty Reappointments, 1977-78 as listed on the sheet entitled "Re-employ for Fourth, Fifth or Sixth Year of Service at Central Washington State College", dated December 7, 1976. The motion carried.

Re-employ for fourth probationary year (without doctorate but with appropriate terminal degree, no assurance of tenure\*)  
Makiko Doi, Assistant Professor of Library Science

Re-employ for fourth probationary year (without doctorate but with "four-year" contract, no assurance of tenure\*)  
Peter Gries, Assistant Professor of Music

Re-employ for fifth probationary year (with doctorate, no assurance of tenure\*)  
Kathleen J. Adams, Assistant Professor of Anthropology  
Galer W. Beed, Associate Professor of Technology and Industrial Education  
Robert M. Envick, Assistant Professor of Technology and Industrial Education  
Allen K. Gulezian, Associate Professor of Business Administration  
Gerald P. Gunn, Assistant Professor of Economics  
Robert F. Lapen, Assistant Professor of Biology  
Richard S. Mack, Associate Professor of Economics  
Jan H. Mejer, Assistant Professor of Sociology

Re-employ for fifth probationary year (without doctorate, with appropriate terminal degree, no assurance of tenure\*)  
Cynthia K. Bennett, Assistant Professor of Art  
Gary W. Heesacker, Assistant Professor of Accounting

Re-employ for fifth probationary year (contingent upon completion of doctorate by end of spring quarter, 1977, according to contractual agreement, no assurance of tenure\*)  
Leslie C. Mueller, Assistant Professor of Business Administration  
Bonalyn B. Smith, Assistant Professor of Music

Re-employ for fifth year (non-re-employment at end of spring quarter, 1978)  
Roland S. Shook, Assistant Professor of Biology

Re-employ for sixth probationary year (with doctorate, no assurance of tenure\*)  
Laura Lee Appleton, Assistant Professor of Sociology

Re-employ for sixth probationary year (without doctorate, no assurance of tenure\*)  
George G. Town, Associate Professor of Computer Science

Re-employ for sixth probationary year (contingent upon completion of Master's degree by spring quarter, 1977, according to contractual agreement, no assurance of tenure\*)  
Lana Jo Sharpe, Instructor in Physical Education

Re-employ as Senior Instructor for academic year, 1977-78  
Wayman W. Ware, Sociology

\*Tenure recommendations will be brought to the Board of Trustees Spring Quarter, 1977.

Resolution #76-4 Correction

MOTION NO. 4454: Dr. Brain moved, seconded by Mrs. Hunter, to approve the correction to Resolution #76-4 so that the wording will be changed to read from "more than seven" to "seven or more." The motion carried.

Director of Women's Center Employed

MOTION NO. 4455: Mr. Waldo moved, seconded by Mrs. Hunter, to ratify the employment of Alice Yee as Director of the Women's Center, part time effective December 1, 1976 to June 30, 1977. The motion carried.

Fee Increase for Home Economics Courses

MOTION NO. 4456: Mrs. Hunter moved, seconded by Mr. Waldo, that the laboratory fees for the following four courses be increased from \$5.00 to \$15.00. The motion carried.

- HOFN 145, Basic Cooking Skills
- HOFN 185, Food Preparation
- HOFN 347, Ethnic Foods
- HOFN 385, Food Management

Administrative Affairs

Director of Affirmative Action Appointed

MOTION NO. 4457: Mrs. Hunter moved, seconded by Dr. Brain, to approve the appointment of Gale LeCompte as Director of Affirmative Action, effective December 20, 1976, civil service exempt. The motion carried.

Appointment of Acting Assistant Dean of Student Development

MOTION NO. 4458: Dr. Brain moved, seconded by Mr. Waldo, that the appointment of Catherine J. Sands as Acting Assistant Dean of Student Development for the winter and spring quarters of 1977 be approved. The motion carried.

Student Health Center Funding

MOTION NO. 4459: Mr. Aldo moved, seconded by Dr. Brain, that the board provide the ability for the Student Health Center to establish goods and services fees in a range from 70-80% of fees charged by the local community clinics, with the following two provisos:

1. that a report be brought back to the board at the end of spring quarter; and
2. assuming that this system is continued, that the board be advised what these fees are on a semi annual basis.

The motion carried.

The board asked that a copy of the current and proposed fee structure be provided them.

Special Assistant to the President Appointment Continued

Dr. Brooks indicated that he wished to request that the appointment of Jimmie Applegate as Special Assistant to the President be continued, however, since a letter of appointment for exempt employee had not been prepared he asked that the item be delayed for consideration until the January meeting of the board.

Presidential Search Committee

Mr. A. H. Poffenroth indicated that, in the absence of Mr. Cleary Cone who had to leave, he would like to report that the Presidential Search Committee had elected Dr. Burton Williams as Chairman of the Committee.

RECESSED

The Chairman recessed the meeting at approximately 12:05 a.m. to allow the board to go into executive session to consider items V.A. and VII. A. 3 on the agenda.

RECONVENED

The Chairman reconvened the meeting at 1:20 a.m. He announced that the letter from Mr. Mallinger had been discussed, a decision had been made and the decision would be announced at the first part of the coming week.

NEXT MEETING

The Chairman noted that the Board would meet again on January 14, 1977.

ADJOURNMENT

MOTION NO. 4460: Mr. Waldo moved, Mrs. Hunter seconded, to adjourn the meeting. The motion carried.