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Board of Trustees Minutes, December 2, 1941

Eastern Washington College of Education

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MINUTES OF THE BOARD OF TRUSTEES

The Board of Trustees of the Eastern Washington College of Education met at the Davenport Hotel at 8 o'clock, Tuesday, December 2, 1941. Present: Mr. Richard S. Munter, Chairman, Mr. Joel E. Ferris, Judge James P. Dillard, President Ralph E. Tieje, Mr. H. N. Stronach, Bursar.

STUDENT BUDGET: Mr. Douglas Eustace, President of the Associated Students, and Dean J. L. Botsford, faculty associate on the Student Council, presented the problem of the Associated Student Budget.

It was moved by Judge Dillard, seconded by Mr. Ferris, and unanimously carried that the Board of Trustees sanction an increase of \$2.00 per quarter in the enrolment fee, making the fee \$13.50 per quarter, the increase to be effective at the beginning of the winter quarter, 1942.

It was understood that \$.50 of this amount should be held in an Admissions Tax Fund, to be set up and regulated under the direction of the college authorities.

The President of the College was authorized to draw on the Fees Control Fund in an amount not to exceed \$1,000.00 for the purpose of balancing the Associated Student Budget.

On motion it was unanimously voted that there be transferred from the Budget Reserve to the Athletic Budget the sum of \$2,200.00, formerly reverted from the Athletic Budget to the Budget Reserve, this sum to be administered as follows: \$2,000.00 to be held as a reserve fund to be drawn upon by action of the Board of Athletic Control to meet emergency expenditures in the Athletic Budget, all unexpended and unencumbered balances in the Athletic Budget to revert to this fund on each September 1; \$200.00 to be held in an athletic injury reserve and to be expended only upon the approval of the Board of Athletic Control.

INSURANCE: The following fire insurance allotments were approved unanimously by the Board of Trustees:

Farmin & Rothrock	\$ 10,000.00
H. A. Manchester	5,000.00
Kent & Rusch	10,000.00
Jones & Mirchell	5,000.00
J. W. Fancy Co.	5,000.00
Fred K. Jones Co.	6,000.00
W. S. McCrea Co.	4,000.00
The Travelers-Clayton Flower Agent	3,000.00
Lloyd Hahn Co.	4,000.00
Jones & Mirchell	<u>4,000.00</u>
	\$ 56,000.00

LEAVES OF ABSENCE: The following leaves of absence were unanimously approved on motion:

Mr. James L. Beail to be absent for the fall, winter and spring quarters

of the college year, 1942-43, with full salary at the present rate for such three months of the period as may be arranged between him and the President of the College. It being understood that should Mr. Beail return to the College following the leave of absence his salary, at whatever schedule is in force at the time, shall begin June 1, 1943.

Miss Grace Newell to be granted leave of absence for the fall, winter and spring quarters of the college year, 1942-43, with full salary at the present rate for such three months of the period as may be arranged between her and the President of the College. It being understood that should Miss Newell return to the College following the leave of absence her salary, at whatever schedule is in force at the time, shall begin June 1, 1943.

*Not taken.
R.E.T.*

Mr. Raymond F. Bell to be on leave of absence for the fall, winter and spring quarters of the college year, 1942-43, without salary.

Dr. J. Russell Roberts to be on leave of absence for the fall quarter, 1942, with salary.

Dr. Albert P. Ludwig to be on leave of absence for the summer quarter, 1942, with salary.

*Not taken
R.E.T.*

Miss Charlotte Lang to be on leave of absence for the first term of the summer quarter, 1942, with salary.

Miss Margaret McGrath to be on leave of absence for the first term of the summer quarter, 1942, with salary.

Miss Antoinette Dustin to be on leave of absence for the second term of the summer quarter, 1942, without salary for the month of August.

Mr. William Tallyn to be on leave of absence during the summer quarter, 1942, with salary.

Dr. O. W. Freeman to be granted permission to be absent from the campus during the second term of the summer quarter, 1942, for the purpose of conducting a field study group to Mexico.

Mr. Arthur C. Woodward to be on leave of absence for the summer quarter, 1942, with salary.

SUMMER SESSION: The President was granted permission to adjust the schedules of Doctors Botsford and Dahlstrom during the summer session, 1942, in order to have one or the other of these men on the campus during the August - September vacation for the purpose of conducting the office of Director of Student Employment.

TRAVELING EXPENSES: It was the expressed opinion of the Board of Trustees that when members of the staff were appearing on the programs of educational meetings or conferences, the College should pay as much of their traveling expenses as the President of the College might deem reasonable; that when members of the staff were assigned to speaking engagements by the President's Office, the College should pay any traveling expenses involved unless the

speaker receives reimbursement from the group requesting the speaker; that members of the staff attending educational meetings or conferences where they are not on the program, or negotiating speaking engagements of their own accord, should not be reimbursed for traveling expenses from the College funds.

SALARY OF EDITH B. BROWN: On motion the request of Mrs. Edith B. Brown to have her salary paid in nine monthly installments was granted; the following schedule of payments was approved for the year 1941-42:

October	\$125.00
November	125.00
December	178.55
January	178.55
February	178.55
March	178.55
April	178.55
May	178.55
June	<u>178.70</u>
Total:	\$1500.00

RETIREMENTS: The President reported that the following members of the staff would have reached the age of 70 on or before September 1, 1942, and so were eligible for retirement on that date: Emil Tobler, Axel Bloomquist, Emma Falor, Lillian Sowles, and Professor C. S. Kingston. It was the opinion of the Board that circumstances were such as to make it advisable to continue these persons beyond the retirement date.

PRESS BOX AND BROADCASTING BOOTH: President Tieje presented the request of the Director of Athletics for the construction of a press box and broadcasting booth in the Martin Hall Gymnasium. The Board disapproved the construction, no funds therefor being available.

The meeting adjourned at 10:00 p.m.

Ralph E. Tieje
Acting Secretary

Approved:

Richard A. Minter
Chairman, Board of Trustees