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Board of Trustees Minutes, February 3, 1951

Eastern Washington College of Education

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
Eastern Washington College of Education
held at 2:00 P. M., Davenport Hotel
Spokane
February 3, 1951

Pursuant to due call and notice thereof a regular meeting of the Board of Trustees of Eastern Washington College of Education was held in Spokane, Washington, at the Davenport Hotel on February 3, 1951, at 2:00 P. M.

The following were present: Mr. J. Harold Anderson, chairman; Mr. Charles A. Gonser and Mrs. Hazel Laughbon, members; Dr. Otis W. Freeman, Acting President of the College; and Dr. W. W. Force, bursar, acting as secretary.

MINUTES

The minutes of the previous meeting were read. Mrs. Laughbon moved, and Mr. Gonser seconded the motion, that the minutes be accepted as corrected.

Dr. Freeman presented a proposed agenda for the meeting which was accepted by Chairman Anderson.

REPORT ON OLYMPIA MEETINGS

Dr. Freeman reported that Mr. Clark Frasier, Dr. Force, Mr. Anderson, and Dr. Freeman had attended the meeting of the Joint House and Senate Appropriations Committees and that later Dr. Freeman, Mr. Frasier and Dr. Force had attended the meeting of the sub-committee of the House Appropriations Committee. Mr. Frasier later attended a meeting of the sub-committee of the House and reported that the Governor's recommendations had been changed as follows:

	Budget Requests	Governor's Recommendations	House Sub-Committee Recommendations
Salaries & Wages	\$1,698,724.84	\$1,501,000.00	\$1,618,000.00
Operations	337,920.00	299,000.00	300,000.00
Minor Capital Outlay	5,878,123.84	300,000.00	385,000.00

Mr. Gonser stated that he felt that those who had attended the meetings deserved a vote of thanks from the Board for their excellent work. Mr. Anderson reported that Representative Gallagher from Spokane had charged that the Board had been charged an excessive rate of interest on the bonds for the new dormitory. Upon further questioning of Mr. Gallagher, Mr. Anderson stated that Mr. Gallagher could not elaborate on the details and to date has failed to supply further information.

Mr. Gonser declared that he had talked with several representatives and Senator Happy during the previous week. Dr. Freeman stated that Representatives Cooney and Hoopingarner had been helpful. Mrs. Laughbon announced that she would be in Olympia on the fourteenth and would contact the Spokane representatives at that time.

Dr. Freeman then thanked Mr. Anderson for his assistance in answering the letter from the Director of the Budget concerning the setting of a tuition charge for the state colleges of education.

REPORT ON WORK OF NEW DEAN

The acting President reported that Mr. Poffenroth had taken hold of his job in a most satisfactory manner. Mr. Poffenroth had had several meetings with Halls members in order to achieve more unity in supporting the College rules and regulations. Sutton Hall has been more quiet than it has been in years and Hudson Hall has shown considerable improvement in orderliness. A work committee has been formed to clear up the areas around the men's dormitories and the halls were kept clear of debris by action of the boys themselves. Smoking has been confined to certain areas. "I am well pleased with this work," concluded Dr. Freeman. Dr. Freeman added in response to Mr. Gonser's question that Mr. Poffenroth was delighted to accept the position.

REPORT ON PAY RAISES AND FINANCES FOR BALANCE OF BIENNIUM

Dr. Freeman declared that at the time of the last meeting it appeared that funds would be available to pay the back salary increments of all faculty members but since that time it had become evident that funds were available only for one month.

Financial reports submitted to the Board indicated that approximately \$100,000 would be needed to complete the construction and equipping of the women's dormitory.

Mrs. Laughbon moved and Mr. Gonser seconded the motion that the Acting President and Secretary be authorized to take whatever steps were needed to proceed with the bond issue, and were given authority, as required, to act in the name of the Board. Chairman Anderson put the question and declared the motion carried.

Mr. Anderson directed that Dr. Freeman and Mr. Force take necessary steps to institute a further issue of bonds to the extent of \$100,000.00

In connection with the financial position of the College, Mr. Gonser expressed the opinion that the \$40,000 reserve fund and the \$20,000 Student Loan Fund be placed at interest. The Chairman directed that the Bursar of the College report back to the Board making recommendations at the next meeting.

Mr. Gonser stated that he felt some policy should be established with respect to travel in order to reduce expenditures. Mrs. Laughbon replied that all travel requests for the past year had been carefully screened by the President and the Board, and further that she felt it was to the general benefit of the College to send various faculty and staff to meetings of scholarly and professional standing.

A general discussion of matters of finance and economy was engaged by the Board. The general consensus of opinion was summed up by Chairman Anderson that rigid economy was necessary and he directed that the acting President and the bursar make a thorough study of the financial picture and current operations of the College and make recommendations to the Board for general austerity program.

AIR FORCE ROTC

Dr. Freeman reported that there were efforts under way to obtain an Air Force ROTC in order to supplement the income of the College.

RESIGNATIONS

Mr. Gonser presented a letter from Mr. Sammons, Assistant to the Bursar, in which he outlined his duties and stated that his resignation had tentatively been set for April first. Dr. Freeman declared that Mr. Sammons had previously indicated his desire to resign on January 1; however, his resignation had not been in writing.

Mr. Gonser moved, and Mrs. Laughbon seconded the motion, that Mr. Sammons's resignation be accepted and be made effective as of April 1, 1951, as requested in Mr. Sammons's letter. Chairman Anderson put the question and declared it carried.

Upon motion of Mrs. Laughbon and the seconding of Mr. Gonser, the Board voted to accept the resignation of Miss Charlotte Lang.

Mrs. Laughbon moved and Mr. Gonser seconded that motion that Miss Mary Swerer's resignation as Head of the Art Department be accepted and that Miss Swerer continue as an Associate Professor only during the regular school year; further, that Miss Nan Wiley be designated as Acting Head of the Art Department for the current school year. The Chairman put the question and announced the motion carried.

The resignation of Dr. Obed J. Williamson as chairman of the Graduate Council was read to the Board. Mrs. Laughbon stated that Dr. Williamson was held in very high regard by the Board and that it was the Board's desire that Dr. Williamson be informed of their regard for him and his work. Mrs. Laughbon moved and Mr. Gonser seconded the motion that Dr. Williamson's resignation as Chairman of the Graduate Council be accepted. Chairman Anderson put the question and announced the motion carried.

REPORT ON PROGRESS OF COMMITTEE ON DETERMINATION OF "EQUIVALENCY"

Dr. Freeman stated that the committees of the faculty were still at work on the determination of the meaning of the term "equivalency" and the methods of such determination.

WITH RELATION TO LENGTH OF SERVICE

W. W. FORCE APPOINTED SECRETARY OF THE BOARD

Upon recommendation of Dr. Freeman, Mrs. Laughbon moved and Mr. Gonser seconded the motion that W. W. Force be designated as secretary of the Board of Trustees. Chairman Anderson put the question and declared the motion carried.

LEAVES OF ABSENCE

A discussion of proposed changes in the staff was presented by Dr. Freeman. The following leaves of absence were proposed:

Mr. Harold McMiller, leave with ^{OUT} pay, 1951-52
Miss Marie Sternitzky, with pay, summer, 1951

Mr. Gonser inquired as to the reasons for leave with pay for Miss Sternitzky. Dr. Freeman explained that it was necessary for the college nurses to be on call seven days of the week and that it had been the policy to grant the staff certain leaves with pay.

Mrs. Laughbon moved and Mr. Gonser seconded the motion that Mr. McMiller and Miss Sternitzky be granted leaves as requested. Chairman Anderson put the question and declared it carried.

CLARIFICATION OF STATUS OF MISS EUNICE NELSON

It was reported by Dr. Freeman that Miss Nelson is now on sick leave and that as long as she is on such leave she cannot retire. In order to qualify for retirement it is necessary to be on active duty. Mr. Gonser stated that it would be an injustice to her to let her take a heavy load of responsibility, but that the college should permit her to return for a certain period in order to receive her retirement pay. It was the consensus of the Board that Miss Nelson be requested to return for a short period in order to qualify for her retirement and that Dr. Freeman examine this possibility.

DESIGNATION OF EMERITUS STATUS

The names of Dr. Barber, Mr. Hungate and Mr. Holmquist were presented with the suggestion that they be designated Emeritus, a designation given those after a long period of honorable service. Upon the suggestion of Dr. Freeman, the Board Chairman referred the list back to the Curriculum Committee for recommendation.

CHANGES IN EMPLOYMENT FOR CERTAIN FACULTY MEMBERS

A general discussion of retirement for certain faculty members was engaged in by the Board. Dr. Freeman remarked that the other colleges of education follow the policy of retiring faculty at sixty-seven (67) with optional election for each year thereafter until compulsory retirement at seventy (70) is reached. Mr. Gonser stated that he felt that the College must overlook some of the faults of elderly faculty in recognition of excellent service in the past.

Dr. Freeman reported that Mr. Arne Randall had been granted extended leaves twice in the past and he felt that in order to fill the position properly, the position should be considered vacant. The question was placed in Dr. Freeman's hands by the Chairman to determine whether or not Mr. Randall planned to return and if not, to bring a recommendation for his resignation before the Board.

POSSIBLE CLOSING OF MONROE HALL

Dr. Freeman indicated that the closing of Monroe Hall was under consideration in order to cope with a declining enrollment. No action was taken in the matter.

PROPOSED NAMES OF THE NEW DORMITORY

A letter from Lloyd Buscher of the ASB was read in which it was suggested that the new dormitory be named Isle Hall in honor of Dr. Walter W. Isle. A letter from a member of the Alumni Association was read in which it was suggested that the Field House be named Isle Field House, inasmuch as Dr. Isle had been instrumental in obtaining the Field House for the College and that the new dormitory be named Nelson Hall in honor of Miss Eunice Nelson, Dean of Women.

A general discussion of the naming of the new hall followed. Mrs. Laughbon stated that she felt it was unusual to name a women's dormitory after a man. Mr. Anderson declared that he felt naming the Field House for Dr. Isle might be appropriate, but that to name a dormitory after Miss Nelson should receive careful consideration before any action be taken. The Board took no action in this matter.

RAISES IN SALARY

Dr. Richard F. Miller, when raised to associate professor, was given an increase for an assistant professor. He should have received \$200 instead of \$100 increase, retroactive to September, 1950.

Mr. H. S. Hatch entered the employment of the College three years ago and was being paid from local funds until August, 1950, thereby, according to the records, it appeared that his employment did not begin until August, 1950, and he would not be eligible for the general \$100 salary increment. He is entitled to the \$10.00 per month raise, retroactive to September, 1950.

Mrs. Patsy McConnell, housekeeper, should be increased \$15.00 to \$165.00 in order to make her salary commensurate with others doing equivalent work.

Mrs. Laughbon moved and Mr. Gonser seconded the motion that Dr. Miller, Mr. Hatch and Mrs. McConnell receive the adjustments as recommended by Dr. Freeman. Chairman Anderson put the question and declared the motion carried.

RECOGNITION OF WORK AT SUMMER FIELD CAMP

A summer camp at Camp Trinity, Hayfork, California, has been sponsored in the past by Eastern Washington College of Education. The backing consists largely of acting as the authorizing agent. Dr. Tilley of the college faculty and Dr. Richard Stultz are co-directors of the camp. The Board discussed the proposition and the consensus was, that while it was evidently an excellent camp and did provide some publicity for the college, the fact that the camp is located in California is somewhat of a detracting factor. Mr. Gonser, with Mr. Anderson concurring, suggested that in the future such a camp be located in the Pacific Northwest area. No official action was taken but by agreement among the members recognition was authorized for the summer of 1951.

SUMMER SCHOOL STAFF

Dr. Freeman presented a proposed list of summer school staff:

Dr. Florence Heisler, Brooklyn College, Visiting Professor in Psychology, \$800 plus \$200 travel expense

Mr. W. H. Dunlop, M. S., instructor in Industrial Arts, \$800

Mrs. Lewis Beaver, Spokane, instructor in Home Economics, \$600

Harold Coman, Spokane, instructor in audio-visual education, \$700

Homer Davis, A. M., visiting professor in Public School Administration, \$900

Dr. Richard Stultz, summer camp, approximately \$300

Mr. Gonser moved and Mrs. Laughbon seconded the motion, that the proposed summer school faculty be accepted by the Board and authorizations for such engagements be extended to those named. Chairman Anderson put the question and declared the motion carried.

COMMENCEMENT SPEAKER

Dr. Freeman brought up the proposal of the Senior Class that Mr. Howard Pierce Davis be invited to the campus as the Commencement speaker. The College would contribute about \$100 from the Lyceum Fund and the balance would be contributed by the Senior Class. Chairman Anderson stated that this arrangement would be satisfactory.

MATTERS CONCERNING THE SELECTION OF THE PRESIDENT

Chairman Anderson brought up the question of the selection of a new president and summed up his thoughts on the matter as follows:

The Board should give attention to the following points:

1. Methods to use in analyzing qualifications and procedures to follow in the selection of the new president
2. Someone should be designated to receive, assemble and maintain a file on all applications and to acknowledge all applications and letters of inquiry sent to the Board or office of the President
3. Inasmuch as many leading educators attend the Inland Empire Educational meetings in April, the Board should be prepared to hold meetings with those interested and those who are recommending certain candidates for the position of president.

Consideration should be given to some manner or criteria of pruning the list in order to reduce it to a manageable number

A general discussion of the whole matter followed and Mr. Gonser agreed that some pruning should be done and that a regular procedure should be set up to handle the matters pertaining to the election of the president. Mrs. Laughbon stated that she had received several letters and telephone calls and that she would turn over the papers received to Dr. Freeman to answer officially.

The consensus of the Board indicated that Dr. Freeman should assume responsibility of handling the assembling of files on all applications and should be responsible for replying to all letters sent to the College and to members of the Board in connection with the election of the President.

Chairman Anderson expressed his opinion that the Faculty Organization should be called upon for assistance in the selection of the President. Mr. Anderson felt that the faculty would be helpful in describing methods for the Board to follow in seeking well qualified candidates and should be called upon to submit a number of qualifications that a President should have.

Mrs. Laughbon moved and Mr. Gonser seconded that motion that the Faculty Organization be requested to furnish ^{SUGGESTED} criteria for methods of selection and qualifications desirable for the position of President of the College. Chairman Anderson put the question and declared the motion carried.

ADJOURNED

The meeting was adjourned at 4:20 P. M., with the next meeting set for March 3, 1951, at the Davenport Hotel in Spokane at 2:00 P. M.

APPROVED

J. Harold Anderson
Chairman, Board of Trustees

W. W. Foster
Secretary, Board of Trustees