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Board of Trustees Minutes, November 23, 1957

Eastern Washington College of Education

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Eastern Washington College of Education
MINUTES FOR MEETING OF BOARD OF TRUSTEES
8:30 a.m., Edmond Meany Hotel, Seattle
November 23, 1957

The Board of Trustees met at the Edmond Meany Hotel, Seattle, on Saturday, November 23, 1957. Those present were: J. Harold Anderson, Mrs. Frank Laughbon, Mrs. R. R. Morrison, Harvey Erickson, Dr. Don S. Patterson and Dr. W. W. Force. The meeting was called to order by Mrs. Morrison, who assumed the chairmanship of the board at this meeting.

MINUTES

It was moved by Mr. Anderson that the reading of the minutes of the October meeting be dispensed with and that the minutes be approved. Mrs. Laughbon seconded the motion. Mrs. Morrison called for a vote and declared the motion carried.

RESIGNATIONS

It was moved by Mr. Erickson that the following resignations be accepted. The motion was seconded by Mrs. Laughbon. Motion carried.

Lyle Dare, dining hall storeroom, as of October 31
Hazel Briggs, dining hall, as of October 9, plus two days
of accrued vacation time

NEW APPOINTMENTS

Mr. Anderson moved, seconded by Mrs. Laughbon, that the following appointments be approved, as indicated:

Doris Dokken, assistant lunch and breakfast cook, at \$185
per month as of October 1
Amber Lowman, early dining room worker, at \$180
per month as of October 1
Ella Anderson, relief worker, at \$185 per month,
as of October 1
Charles Jackson, storeroom dining hall, at \$220 as of
October 19

Continuation of employment of Clarence O. Gaustad as
temporary carpenter until January 16, 1958

TRAVEL

Mrs. Laughbon moved that the following travel be approved in the amounts indicated:

November 23, 1957

Dr. Agnes Colton, to attend the annual meeting of the American Historical Association, New York City, December 28-31, transportation to the extent of \$145

Miss Frances Huston, to attend language and literature workshop, Philadelphia, March, 1958, transportation only to the extent of \$145

Mr. Anderson seconded the motion. Motion carried.

HAGELIN MEMORIAL SCHOLARSHIP

The Board received a letter (copy attached) from Dr. Hagelin, outlining his plan and procedure for administering the memorial scholarship in honor of Mrs. Woodville Hagelin. It was the opinion of the board members that a trust instrument, outlining the responsibilities for investment of the funds and other such duties as might be assumed by the board, should be submitted for their acceptance. It was also the concensus that Dr. Hagelin should be relieved of the expenses connected with the drawing up of the trust instrument and that as soon as the instrument is available, it be submitted to the Attorney General for his approval.

It was moved by Mr. Anderson and seconded by Mrs. Laughbon that an appropriate expression of appreciation be extended to Dr. Hagelin for this memorial, inasmuch as it is the first kind of memorial scholarship that the college has received. Motion carried.

CHANGE IN NAME OF DIVISION

It was moved by Mr. Anderson, seconded by Mrs. Laughbon, that the board approve the recommendation that the "Division of Science and Mathematics" be changed to the "Division of Science." Motion carried.

SPACE UTILIZATION STUDY

A motion was made to employ Mr. Donovan Smith as a consultant to direct a space utilization study as outlined in his letter to Dr. Crum and that an official request be made to the Board of Trustees of Western Washington College of Education to participate in the study with the suggestion that Mr. Smith serve as consultant for all three colleges in a space utilization study. The following amendment as presented by Mr. Anderson was incorporated in the original motion; that a statement of certificate be required of Mr. Smith that ^{identical} ~~itemized~~ standards and measures be used at the three colleges. Motion carried.

The chairman directed that the president communicate the provisions of this resolution directly to the chairman of the board of Western Washington College of Education, with a copy to the president of the college.

LEASING OF RENTAL UNITS

Dr. Patterson presented a proposal from a building contractor in Spokane, Mr. Troop, that he build a number of rental units for married students and lease them to the college to operate. Mr. Anderson moved that Mr. Troop be informed of the board's appreciation of his concern for housing in Cheney and of the hope that his continued interest will mean that additional rental units for faculty and students will be available, but that the Board of Trustees can not in any manner enter into a proposal to operate them for Mr. Troop. Motion carried.

REQUEST FOR CONTINGENCY FUND

Mr. Anderson moved that the Board of Trustees of Eastern Washington College of Education go on record as recognizing the emergency conditions which now exist at the college because of the increased enrollment over the previous years, and that the Governor of the State of Washington be requested to grant an allotment of \$465.50 for each fulltime student over the number designated in the Appropriation Act, and that the matter be presented to the Governor by the chairman of the board and the president of the college in the manner which they think will prove most effective. Mr. Erickson seconded the motion. Motion carried.

STATUS OF PURCHASE OF PROPERTY

Mrs. Laughbon moved that the attached resolution, prepared by the Attorney General, with respect to the purchase of property as a building site for a campus laboratory school, be adopted. Mr. Erickson seconded the motion and the motion was declared carried.

CONSTRUCTION OF NEW BUILDINGS

The president of the college reported that studies have been made regarding the possibility of further financing for building of new dormitory and a commons. It was reported by the comptroller that without additional income, approximately \$200,000.00 is available under the original bond resolution covering the Building Revenue Bond Issue of 1949, and that should it be necessary for additional housing to be built beyond the \$200,000.00 further income would be available. The president stated that he felt further information might be obtained from the Federal Housing Administration authorities, as well as a plan for possible refinancing of our present bonds. It was moved and seconded

that the president and comptroller be authorized and directed to make further studies of financing and report their findings to the board at the next meeting.

SIGNATURE CARDS

Mr. Anderson moved and Mrs. Laughbon seconded the motion that at least one member of the Board of Trustees and the president or comptroller must sign all vouchers against the Wages and Operations appropriations made by the state legislature, and that the president and comptroller must sign all salary payrolls which are to be expended from state appropriated funds, and that the signature cards provided by the state auditor be prepared by the comptroller for submission to the auditor. Motion carried.

CHANGE ORDER

It was moved by Mrs. Laughbon, seconded by Mr. Erickson, that Change Order No. 1, for the 1957 paving and parking lot be approved with the United Paving Company to the extent of \$531.50. Motion carried.

INSURANCE SETTLEMENT

It was moved by Mrs. Laughbon, seconded by Mr. Erickson, that the college accept the settlement as proposed by the United Pacific Insurance Company for the loss of three tents which were destroyed by fire while stored at Lutherhaven, Idaho. The settlement is in the sum of \$24 50.00, and it was directed that the chairman of the board sign the sworn statement of proof of loss for submission to the United Pacific Insurance Company. Motion carried.

ADVISORY COUNCIL MEMBERSHIP

The president submitted the following names, which had been proposed by the Advisory Council on Teacher Education for consideration for appointment to the Council as lay representatives:

Mr. Wilford Wood, Wenatchee, editor
Mr. Adrian DeVries, Colfax, radio station manager
Mr. Bruce Wilson, Ritzville, editor
Mrs. A. K. Ostness, Spokane, member of the public relations committee appointed by the Governor

It was moved by Mrs. Laughbon and seconded by Mr. Anderson that all four names submitted be accepted and that the final decision as to the two members to be added to the Council be determined by the president. Motion carried.

REMEDIAL COURSE WORK

The matter of the teaching of remedial courses by college staff was referred to the Board of Trustees by the Joint Board of the three colleges of education at its meeting on November 22, 1957. It was moved by Mr. Anderson and seconded by Mr. Erickson that the president be directed to discuss with the faculty the matter of remedial work of the college, and that the faculty be called upon for a complete report and recommendation at the next meeting of the board. Motion carried.

ADJOURNED

The board adjourned at 11:30 a. m., with the time and place of the next meeting set for 6:30 p. m., Friday, January 24, 1958, at the Davenport Hotel, Spokane.

APPROVED

Zelma R. Morrison
Zelma R. Morrison, Chairman

William W. Force
William W. Force, Secretary

Cheney, Washington
November 8, 1957

Mr. J. Harold Anderson
Chairman, Board of Trustees
Eastern Washington College of Education
Cheney, Washington

Dear Mr. Anderson:

It is my privilege to present to Eastern Washington College of Education a gift of monies for the endowment of a fund to establish the Woodville Campbell Hagelin Memorial Scholarship in Home Economics.

It is my desire that this money, and any that may be added to the principal in the future, be invested in corporate bonds by Eastern Washington College of Education. The proceeds derived from this investment are to be used for the payment of the scholarship.

I should like to have the Board of Trustees consider the following factors in the administration of this memorial scholarship:

1. That the scholarship be awarded for the first time during the spring quarter of the academic year 1958-59, and each spring thereafter.
2. That the scholarship be paid in three installments during the academic year, one-third at the beginning of the fall quarter, one-third at the beginning of the winter quarter, and one-third at the beginning of the spring quarter.
3. That no restrictions be placed on the recipient's use of the monetary award.
4. That the chairman of the Home Economics department shall nominate the recipient of the scholarship; that the scholarship be confirmed and awarded by the scholarship committee of Eastern Washington College of Education.

5. That the recipient of the scholarship be a female student who has completed her junior year in the prescribed major curricula in home economics
6. That the recipient of the scholarship be the "Most Deserving" junior student in home economics based on the judgment of the chairman of the Department of Home Economics,
7. That in addition to the money which is awarded, a suitable certificate be presented as a part of the award.

Sincerely,

Richard H. Hagelin

Justification of Request for Contingency Fund
for Salaries, Wages and Operations
November, 1957

Eastern Washington College of Education biennial request of \$2,505,067.53 for salaries and wages and \$512,128.57 for operations was predicated upon the expectation of having an average of more than 1710 full-time students over the two years of the 1957-59 biennium.

The Legislative Budget Committee cut back both items of the requests because the State Census Bureau projected an average of only 1500 full-time students over the two years of the 1957-59 biennium. The designers of the appropriations measure reduced the request in keeping with the State Census Bureau's projections, but wrote in a contingency fund of \$465.50 for each full-time student beyond 1548.

EWCE enrollment on the eleventh day of instruction, October 9, 1957, was 1855 enrolled students with a full-time equivalent of 1756 students. This is a total of 207 full-time student equivalents beyond the number provided for in the state appropriation.

We wish to make a request for the contingency fund at this time for the 208 X \$465.50, or \$96,824.00, to be used to supplement our present inadequate biennial appropriation. The contingency money will be used as follows:

1. Additional faculty members at \$5500 -----	\$76,267.36
2. Additional clerical and secretarial help -----	4,492.80
3. Retirement -----	5,720.00
4. Instructional supplies, fixed operational charges, equipment and furnishings for offices of new faculty -----	10,343.84
	<hr/>
Total -----	\$ 96,824.00

Justification for Presenting This Request

- A. Our regular enrollment is growing at an unprecedented rate. The college's growth was from 866 in the fall of 1953 to 1855 enrollees in the fall of 1957. This is 114 percent increase in enrollees in only four years. No tapering off seems to be in sight.
- B. Our summer school enrollments reveal like increases. In the summer of 1954 we had 1004 enrollees and in the summer of 1957 we had 1903. Unless the contingency type of financing can be utilized, a college with such a rapidly growing enrollment is bound to be handicapped by a shortage of faculty and a shortage of funds for other essential operations.
- C. We are now short 12.46 full-time faculty members. By the fall of 1958, or before we can get relief by another regular appropriation, this shortage could easily be twenty or more full-time faculty members.
- D. Increased students bring additional fixed charges.
- E. In the fall of 1958, Eastern is to be accredited by the National Council for Accreditation of Teacher Education and the Northwest Association of Secondary and Higher Schools. Faculty-student ratio is an important criterion considered in judging the quality of a college program. Our present 1:19 ratio certainly does not reflect in our favor as a higher institution.

RESOLUTION

RESOLUTION OF THE BOARD OF TRUSTEES OF EASTERN WASHINGTON COLLEGE OF EDUCATION, AUTHORIZING THE ATTORNEY GENERAL TO PURCHASE AND/OR INSTITUTE CONDEMNATION PROCEEDINGS TO ACQUIRE CERTAIN PROPERTY FOR A LABORATORY SCHOOL.

WHEREAS, the Board of Trustees of Eastern Washington College of Education has been authorized by law to acquire a site for a laboratory school and to construct and equip such a school; now, therefore,

BE IT RESOLVED by the Board of Trustees of Eastern Washington College of Education:

1. That the Attorney General of the State of Washington be, and he is hereby, authorized and directed to purchase and/or institute and process to determination an action in the name of the State of Washington for the condemnation and acquisition in fee simple of certain tracts and parcels of land, situate in Spokane County, Washington, for the purpose of acquiring a part of the site required for a laboratory school; said tracts and parcels of land being described as follows:

PARCEL NO. 1:

Lots 6 and 7 in Block 105 of THE ADDITION TO THE TOWN OF CHENEY, in the County of Spokane and State of Washington, as per map thereof recorded in Book "A" of Plats, page 45, in the office of the County Auditor of said County.

PARCEL NO. 2:

Lot 6 in Block 106 of THE ADDITION TO THE TOWN OF CHENEY, in the County of Spokane and State of Washington, as per map thereof recorded in Book "A" of Plats, page 45, in the office of the County Auditor of said County.

PARCEL NO. 3:

Lot 8 in Block 106 of THE ADDITION TO THE TOWN OF CHENEY, in the County of Spokane and State of Washington, as per map thereof recorded in Book "A" of Plats, page 45, in the office of the County Auditor of said County.

2. That the Attorney General of the State of Washington is directed and authorized to settle for, or determine in said action to be instituted, the amount of damages, if any, sustained or to be sustained by anyone having any interest in the above mentioned property. ^{with approval of the Board of Trustees} wjf

3. That the said Attorney General be, and he is hereby, authorized to contract for and employ experts, including but not limited to appraisers, investigators, attorneys and title examiners, for the purpose of attaining a fair and equitable valuation of the said land to insure the expeditious completion of this condemnation.

4. That the acquisition of said tracts and parcels of land, for the purposes herein mentioned, is a public necessity and is for a public purpose.

5. That nothing in this resolution shall be construed as a waiver by the Board of Trustees of Eastern Washington College of Education of its right to decline to take and pay for said tracts and parcels of land should it so elect after the amount of damages has been ascertained and within the time allowed by law.

6. That the Chairman of the Board of Trustees of Eastern Washington College of Education is hereby authorized and directed to execute on behalf of the Board of Trustees all necessary legal instruments, including pleadings in condemnation actions, to complete the acquisition of the property heretofore described.

The foregoing resolution was adopted at a meeting of the Board of Trustees of Eastern Washington College of Education on the 23rd day of November, 1957, the following members of said board being present and voting.

Zelma Reeves Morrison, chairman
Hazel Laughon
J. Harold Anderson
Harvey Erickson

BOARD OF TRUSTEES OF EASTERN
WASHINGTON COLLEGE OF EDUCATION

ATTEST:

November 23 1957
W. W. Forey, SECRETARY
BOARD OF TRUSTEES OF EASTERN
WASHINGTON COLLEGE OF EDUCATION