

8-10-1962

Board of Trustees Minutes, August 10, 1962

Eastern Washington State College

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Eastern Washington State College
MINUTES FOR BOARD OF TRUSTEES MEETING
9:15 p. m., Friday evening, August 10, 1962
Empire Room, Davenport Hotel
Spokane

The Board of Trustees held its August meeting in the Empire Room of the Davenport Hotel on Friday evening, August 10, 1962. The meeting was called to order at 9:15 p. m. by the chairman, Mr. Harvey Erickson, with Mrs. R. R. Morrison and Mr. Joe M. Smith, members, present. Others in attendance were Mr. Fred S. Johns, secretary; Dr. Don S. Patterson, president of the college; Mr. M. H. Surbeck, director of the physical plant; Mr. Henry Koslowsky, director of public information, and Mr. Wm. R. Kidd, president of the Faculty Organization.

APPROVAL OF MINUTES

The minutes of the board meeting on June 15, 1962, were approved.

PERSONNEL COMMITTEE MINUTES

The minutes of the Personnel Committee of the Board of Trustees for the meeting held on July 11, 1962, were approved, including the increments granted to those employees who did not receive as much as one full step on the salary schedule when increments were granted January 1, 1962. (See Board minutes for June 15, 1962)

It was moved by Mr. Smith, seconded by Mrs. Morrison, that the resignations, new appointments, leaves of absence and travel be approved as recommended. Motion carried.

RESIGNATIONS

Administrative

C. W. Quinley, Jr., as registrar as of August 3, plus 25 days accrued leave.

Instructional

Dr. Waldemar Dahl, Visiting Assistant Professor of German for 1962-63, released from contract at his request
Charles E. Courtney, Acting Instructor in English, released from 1962-63 contract at his request

Clerical

Joanne Ator, Sec-Sten III, Placement Office, as of June 13, plus 16.5 days accrued leave
Shirlee Mooney, Clerk-typist I, (Extension) Placement Office, as of July 26, plus 3 days accrued leave

Clerical (cont'd)

Kathleen Ottmar, Clerk-typist I, Placement Office, as of July 20
Betty Shumate, Sec-Sten II, Graduate Office, as of July 6
Kaye Allen, Sec-Sten II, business office, as of August 9,
plus 6 days accrued leave
Donna Brown, Cashier II, business office, as of August 17
plus 8.5 days accrued leave
Julie Elliott, Sec-Sten I, Alumni Office, as of August 17
plus 8 days accrued leave

Dining Hall

Devota Goodwin, Food Service Worker I, as of July 11

NEW APPOINTMENTS

Administrative

Perrin C. Smith, Registrar, A-II, at \$9,800 on twelve months basis, effective around September 1, 1962
B. A. in Business, Austin College, 1940
Registrar and Director of Admissions, Austin College, 1947-58
Assistant Registrar, University of Texas, 1958-----
Married; age, 46

Instructional

Robert J. Connole, Visiting Instructor, Department of Business Education at \$5900 for academic year 1962-63
Lenora Haimberger, Visiting Instructor of German (replacement for Dr. Dahl) at \$5900 for academic year 1962-63
Glenn Walker, Assistant Professor of Sociology at \$6800 for academic year 1962-63
Robert H. Bentley, Acting Instructor in English for academic year 1962-63 (replacement for Dr. Grafious) at \$5900
Kathleen Swenson, Acting Instructor in English for academic year (replacement for Mr. Courtney) at \$6,000 (if ~~doctorate~~ ^{Master's} is completed)
Connie Prekeges, Acting Teaching Assistant in business education, at \$5800 for academic year 1962-63

Summer 1962 Staff

Dr. Loretta Fretwell, post session, at \$346.68 to work on application for federal grant for guidance workshop for teachers in state of Washington
Mrs. Barbara Bush, an additional stipend of \$100 to teach one course to relieve Dr. Lewis who will give additional time to certification of teachers
Judy McElvain, part-time graduate assistant in psychology at \$200 for the period to be paid from NIMH Grant

Student Personnel

Mrs. Veryl Nottage, Senior Hall director (replacement for Mrs. Newton) at \$200 per month plus meals and quarters
Mrs. Lenora Haight, assistant hall director, LA Hall, at \$50 per month plus meals and quarters

Dining Hall

New position (authorization requested) for Food Service Worker II, nine months position, Mrs. Martha Delabarre, at \$238 as of September 1, 1962
Mrs. Charlotte Tannich, Food Service Worker I, at \$219 per month as of August 1, 1962
Mrs. Emma Albershardt, Food Service Worker I (replacement) at \$219 as of July 1

Clerical

Ruby Gambrel, Sec-Sten III (replacement for Mrs. Ator) at \$334 per month as of July 11 (not civil service)
Patricia Seubert, Clerk-typist I, (correspondence) Placement Office, at \$238 as of July 18 (civil service)
Joyce Lobe, Clerk-typist I (extension) Placement Office, at \$238 as of August 1, 1962 (civil service)
Shirley Corkle, Cashier II (replacement) business office, at \$294 as of August 15 (civil service)
Bette Coe, Sec-sten II, Graduate Office (replacement) at \$294 as of July 5 (civil service)
Kathleen Deininger, library assistant on half-time at \$135 per month as of September 20 (not civil service)
Janet Sherman, Clerk-typist I, library, at \$238 per month as of August 6 (civil service)
Barbara Liberty, Sec-Sten II, business office, at \$294 as of August 7 (civil service)
Mildred Thomson, temporary account clerk, dining hall, on hourly rate of \$1.62 as of September 1

Maintenance

Wm. B. Fausett, Groundskeeper (new position) at \$294 per month as of July 1 (civil service)
Mrs. Velma Baird, housekeeper Anderson Hall, at \$228 per month as of July 1 (civil service)

Promotion

Hilga Phillips, from housekeeper to Custodial Worker I at \$282 per month as of July 1 (civil service)

Reclassification

Sylvia Manzo, from Acting Assistant to the Registrar, to Acting Assistant Registrar, effective August 6 until the day the registrar assumes duties, at a salary of \$466.66 per month

Summer Grants

Dr. John E. Douglas, Assistant Professor of Chemistry, to receive three-fourths of his summer salary from the Chemical Society Grant, and one-fourth from the state for setting up labs, \$911 for seven weeks, and \$260 for post session
Dr. Don E. Batten, \$1,141 for the seven weeks and \$326 for the post session to be paid from the Public Health Service Grant

LEAVES OF ABSENCE

- Ramond M. Giles, Director of Placement, two weeks of active military duty, August 12-26, w/pay
- Louis V. Grafious, Professor of English, for the 1962-63 academic year w/o pay to participate in AID Project at the Federal Advanced Teachers College, Lagos, Nigeria
- Mrs. Betty Morris, account clerk, dining hall, from September 28 to January 2, maternity leave w/o pay

TRAVEL

- ✓ Marvin Mutchnik, Assistant Professor of Music, to preside at string session for the NW Regional meeting of the MTNA, Salt Lake City, July 30-August 1, \$140 toward expenses
 - ✓ Russel J. Smith, Assistant Professor of Business, to attend 1962 convention of the American Accounting Association, Michigan State University, August 27-29, \$145 toward transportation
 - ✓ Stephen T. Stratton, Assistant Professor of PE, to attend National Association of Underwater Instructors School, Toronto, Canada, August 11-19, travel, \$275, per diem, \$135
 - ✓ Wm. L. Wilkerson, Instructor in Geography, to attend X-ray Diffraction School, San Francisco, Sept. 9-15, \$125 toward travel
- Students to attend 15th National Student Association Congress, Columbus, Ohio, ASB Funds
- Joan McCallum, Aug. 10-30, travel, \$211.50; expenses maximum of \$150 by receipts
 - Larry Little, Sharon Perkins, Leslie Francis, Lynda
 - Paulson, Bruce Jameson - Aug. 13-21- total travel, \$1057.50; expenses (by receipts), \$495
- Authorization for travel for interviews re registrar's position

APPLICATION FOR ADVANCE LOAN

It was moved by Mr. Smith, seconded by Mrs. Morrison, that the attached resolution authorizing application for advance loan to provide for the planning of public works and naming Fred S. Johns the institutional representative to deal with HHFA, be approved. Motion carried.

CHANGE ORDERS

It was moved by Mr. Smith, seconded by Mrs. Morrison that the telephone votes on Change Order No. 1 and Change Order No. 2 on Showalter Hall be confirmed. (Attached) Motion carried.

It was moved by Mr. Smith, seconded by Mrs. Morrison, that Change Order No. 1 on men's dormitory be approved, for the demolishing and removal of concrete foundation and basement of the former Carl Hair home, total \$287.00. Motion carried.

ARCHITECT'S CONTRACT

It was moved by Mr. Smith that Walker and McGough, Spokane architects, be retained as architectural consultants under the revised agreement on file in the business office. Mrs. Morrison seconded the motion, which carried.

PARKING FEES

Mrs. Smith moved that the parking fees listed below become effective with the fall quarter. Mrs. Morrison seconded the motion which carried.

- \$ 3.00 per quarter for student 'hunting permit'
- 5.00 per quarter for staff 'hunting permit'
- 10.00 per quarter for reserved parking

ADVANCE CALL OF BONDS

The motion was made, seconded and carried that the advance call of \$7,000 of the 1951 Building Improvement Bond Issue be approved as of October 1, 1962.

CHANGE IN RENTAL FEES

The Board approved an increase in rental fees, effective with the fall quarter, as follows:

Hudson Hall Apartments - from \$55 to \$65 per month

Louise Anderson Hall:

- Rooms with private bath (106, 113, 114), an increase of \$5.00 per month to \$45, \$50, and \$57 respectively for 7 to 9 weeks, or \$4 per night for less than 7 weeks
- Rooms that share shower (103, 105, 109, 111, and 117) an increase of \$5.00 per month to \$53, 45, 45, and 47 respectively for seven to nine weeks, or \$3.00 per night for less than 7 weeks

Guest Room Rates

- Guest of a student in student room with linen furnished, from 50¢ to \$1.00 per night
- Guest not of a student in a student room, with linen furnished (conference groups, etc) from \$1.00 per night to \$2.00 per night

- Guest in residence hall (with private bath) from \$2.00 to \$4.00 per night
- Guest in residence hall (without private bath) from \$2.00 to \$3.00 per night

CONSIDERATION OF BIDS

The board considered bids on campus projects, summary of which is attached, and granted contracts to the following firms:

- Elevator installation, Showalter Hall - R. B. Goebel (\$27,847)
- Automatic sprinkler system, Fieldhouse - Grinnel Company of The Pacific (\$15,309)
- Fire safety alterations, Fieldhouse - R. B. Goebel (basic and Alternate 1) (\$44,621 plus \$1,050)
- Grading, levelling and drainage of activity area - N. A. Degerstrom (\$45,448)
- Fire safety alterations, Showalter Hall - R. B. Goebel (basic and Alternate 2) (\$21,797 plus \$3,900)

OPERATING BUDGET

Dr. Patterson and Mr. Johns presented details of the proposed 1963-65 operating budget (copy attached). After extensive discussion of the budget, during which Mr. Smith questioned the feasibility of requesting a 45.6% increase over the 1961-63 biennium, it was moved by Mr. Smith, seconded by Mrs. Morrison, that the proposed budget be forwarded to the Governor. Motion carried.

AMENDATORY AGREEMENT

Mrs. Morrison moved that the attached Amendatory Agreement to the HHFA Loan Agreement be approved. Mr. Smith seconded the motion, and it was declared carried.

LEASE AGREEMENT WITH AMF

Mr. Smith moved that the attached resolution providing a lease agreement with the AMF Pinspotters, Inc., for certain machines and equipment, and naming Fred S. Johns as executor of all instruments necessary to carry out the lease agreement, be approved. Mrs. Morrison seconded the motion. Motion carried.

INFORMATIONAL ITEMS

Dr. Patterson read letters from the following firms or organizations:

Association of Governing Board, re Fortieth Annual Meeting
October 9-13

Culler, Gale and Martell, re Halvorson's request for extension
of time

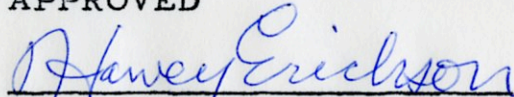
Washington Water Power, re gas service to Cheney and the college
Report from Jack Reeves, engineer, on college water supply,
drainage and other utility services

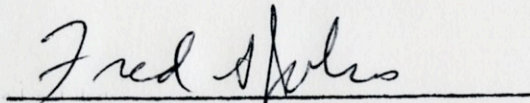
Letter from Carl Van Tyne, architect, re architectural services

ADJOURNED

The meeting of the board was adjourned at 10:55 p. m.

APPROVED


Harvey Erickson, Chairman


Fred S. Johns, Secretary

Eastern Washington State College

Cheney, Washington

RESOLUTION OF BOARD OF TRUSTEES

WHEREAS, Fred S. Johns as Comptroller of the college has entered into a Lease Agreement with AMF Pinspotters Inc. in the name and in behalf of this college providing for the leasing of certain AMF Pinspotter machines and equipment, which Lease Agreement has been read and examined by the Board of Trustees of this college.

NOW THEREFORE BE IT RESOLVED, That the action of Fred Johns as Comptroller of this college in executing said Lease Agreement in the name and in behalf of this college be and the same is hereby ratified and approved, and that the said Lease Agreement and any payment made by this college to the said AMF Pinspotters Inc., in accordance with the terms and conditions of said Lease Agreement, be and the same are hereby ratified, confirmed and approved.

RESOLVED FURTHER, That the Comptroller of this college be and is hereby authorized to execute all instruments and make all payments necessary to carry the foregoing resolutions into effect.

RESOLVED FURTHER, That any subsequent amendments and supplements to said Lease Agreement with AMF Pinspotters Inc., and any future contracts shall be negotiated by the Comptroller and shall be submitted to this Board of Trustees for approval.

STATE OF Washington
COUNTY OF Spokane

ss.:

Fred S. Johns, being duly sworn, deposes and says that he is the Secretary of the Board of Trustees of Eastern Washington State College organized and existing under the laws of the State of Washington and having its principal place of business at Cheney, Washington; that he has custody of the books of the said college; and that the foregoing is a true and correct copy of the minutes of a regular meeting of the Board of Trustees of the said college, held on the 10th day of August, 1962, at Spokane, Washington.

WITNESS my hand and seal of the said college this 14th day of August, 1962.

Sworn to before me this

14th day of August, 1962

Mildred King

Notary Public

Fred S. Johns
Secretary

(College Seal)

EASTERN WASHINGTON STATE COLLEGE
Adjustment of Employee Increments Effective July 1

Those Receiving Less Than One-half Step

Name	<u>Plan A</u> Amount of Raise Received	<u>Plan C</u> Amount Needed for Next Step
✓ Richardson, Charlotte	\$ 4.91	\$ 15.00
✓ Hardman, Patricia	2.17	11.00
✓ Davis, LaVina	6.50	13.00
✓ Graese, Leland	1.50	23.00
* King, Mildred	2.67	Top
Sternitzky, Marie	1.00	21.00 <i>Jap</i>
Loomer, Shirley	1.82	17.00
✓ Davis, Verald	2.18	17.00
Phillips, Hilga	2.50	12.00
✓ Lotte, Roy	4.00	16.00
Loyes, Richard	6.33	16.00 ^{19.00}
✓ Judd, Cecil	4.00	18.00
✓ Van Horn, John	4.50	13.00

✓ Trimble, Ethel	3.00 plus meals	10.00
Standerfer, Marie	4.00 plus meals	9.00
Reischl, Anna	4.00 plus meals	11.00

Those Receiving Less Than One Step

Name	Amount of Raise	Amount Needed for Next Step
Stevens, Lucile	8.67	13.00
Morris, Betty	8.17	13.00
Heinemann, Fred	11.00	25.00
Xruse, Herman	7.33	15.00
Frank, Hazel	8.00	10.00
Rowan, Wilma	8.00	10.00
Heck, Ernestine	8.00	10.00

✓ Spencer, Ruth	8.00 plus meals	11.00
✓ Shields, Goldie	8.00 plus meals	11.00
Schmiedehausen, Elsa	8.00 plus meals	¹⁰ 11.00
Schmidt, Lena	9.00 plus meals	11.00
Boyes, Ellen	9.00 plus meals	13.00
Schroder, Vera	10.00 plus meals	14.00

Seven employees at the top of their brackets and received no raise

CHANGE ORDER

From: STATE OF WASHINGTON
 Department of General Administration
 Division of Engineering & Architecture

OLYMPIA, WASHINGTON

To: CONTRACTOR

Robert B. Goebel
 W. 3112 La Crosse
 Spokane 18, Washington

Project:

Remodel Showalter Hall
 and Fieldhouse at E.W.S.C.
 Cheney, Washington.

Date June 21, 1962
 Contract No. 966
 Change Order No. 1
 Appropriation No. 370-057-32
 Account No. 11

RECAPITULATION

All amounts shown are exclusive of state sales tax

Original Contract	\$ 113,750.00
Previous Additions	
Previous Deductions	
Previous Total	
This Change (Add.)	1,491.60
(Ded.)	
Adjusted Total	\$ 115,241.60

The work included in your contract for the above project is hereby modified as follows:

See attached sheet

Telephone vote of Trustees
 Mr Erickson approves 11:00 AM 6-22-62
 Mr Smith approves 10:30 AM 6-25-62
 Mrs Marissa approves 10:35 AM 6-25-62
 Fred Jones 6-25-62

Your proposal and this acceptance shall constitute and become a part of this contract subject to all conditions contained therein, as modified by this Change Order.

Accepted _____ Date 6/21/62
 By Robert B. Goebel
 Contractor

Approved by: _____
 Audit

Approved by: Evanoff & Kabush, A.I.A.
 Architects
 Architect or Engineer

Department of General Administration
 Approved by: _____
 JOB CAPTAIN

By: Nicholas O. Kalush

Authorized by: _____

EVANOFF AND KABUSH

ARCHITECTS AIA

309 Sherwood Bldg.

Spokane 1, Washington

MADison 4-9456

CHANGE ORDER #1

All work is in Showalter Hall.

- Item #1. Omit erection of partitions and door to create Rm.17, 3rd Floor. Let door to remain as is in Rm.18 but, punch a 3'-6" opening from Rm.15 to corridor and let existing partitions at end of the room to remain. Install new partitions and door 6'-0" back from corridor wall. Repair, repatch and repaint walls, floors and ceilings. Readjust electric lights and outlets. No charge
- Item #2. Let partition dividing Rm.29, 2nd Floor to remain as is. Remove and rehang corridor door in new partition 6'-0" back of corridor. Repair, repatch and repaint walls, floors and ceilings. Readjust electric lights and outlets. No charge
- Item #3. Install new 2"x3" sleepers in the floor areas under the removed decks in Rm.18, 1st Floor and Rm.15, 3rd Floor. Add \$ 181.50
- Item #4. Plaster (2 coats) and paint (2 coats) 3 pressed brick walls in Lecture Hall. Include wood grounds, metal corner beads and either oak base and shoe or rubber base as selected. Change from 3 aisles as shown on plan to 2 aisles 6'-0" wide, each aisle to be 13'-0" from center line of Lecture Hall. Readjust electric lights. Add \$1,200.10
- Item #5. Remove existing blackboard from Rm.8, 2nd Floor and install same in Rm.6, 3rd Floor. Replaster, repatch and repaint walls to tie in. Add \$ 110.00
- Total Add \$1,491.60

CHANGE ORDER

From: STATE OF WASHINGTON
 Department of General Administration
 Division of Engineering & Architecture
 OLYMPIA, WASHINGTON
 To: CONTRACTOR

Date July 6, 1962.....
 Contract No. 966.....
 Change Order No. 2.....
 Appropriation No. 370-057-32.....
 Account No. 11.....

Robert B. Goebel
 W. 3112 La Crosse
 Spokane 18, Washington.

RECAPITULATION	
All amounts shown are exclusive of state sales tax	
Original Contract.....	\$ 113,750.00
Previous Additions.....	1,491.60
Previous Deductions.....	None
Previous Total.....	115,241.60
This Change (Add.).....	1,020.81
(Ded.).....	132.83
Adjusted Total.....	\$ 116,129.58

Project:
 Remodel Showalter Hall
 and Fieldhouse at E.W.S.C.
 Cheney, Washington.

The work included in your contract for the above project is hereby modified as follows:

See attached sheet

*Approved by Bd. of Trustees
 Messrs. Erickson + Vorhees
 Bellingham 7-20-62*

*Mr Smith
 Mrs Morrison
 Mrs Tando* } *Phone, July 24, 1962
 Fred Spies
 7-24-62*

Your proposal and this acceptance shall constitute and become a part of this contract subject to all conditions contained therein, as modified by this Change Order.

Accepted _____ Date 7/6/62
 By [Signature]
 Contractor
 Approved by: Evanoff & Kabush, A.I.A.
 Architects
 Architect or Engineer
 By: Nicholas A. Kabush

Approved by: _____ Audit _____
 Department of General Administration
 Approved by: _____
 JOB CAPTAIN
 Authorized by: _____
 SUPERVISOR OF ENGINEERING AND ARCHITECTURE

EVANOFF AND KABUSH

ARCHITECTS AIA

309 Sherwood Bldg.

Spokane 1, Washington

MADISON 4-9456

CHANGE ORDER #2

All work in Showalter Hall.

Item #1. Install acoustical tile ceilings to tie in with adjoining rooms in Rms 17, 18, 19 and 20, Second Floor.	Add	\$ 399.63
Item #2. Install acoustical tile ceilings to tie in, in Rms 1, 2 and 3, First Floor. Ceiling in Rm. 1 to be leveled and stripped with 1"x3".	Add	323.18
Item #3. Install flat rim 21"x32" sink with special trap and cleanout valve in a wood cabinet to match. Modify existant blackboard, plaster and paint as directed. All work in Rm. 1, Third Floor.	Add	298.00
		<hr/>
Total add		\$1,020.81
Item #4. Delete painting ceilings in Rms 1, 2 and 3 First Floor.	Deduct	\$ 49.23
Item #5. Delete 3'-6" high partition with base in Rm. 11, Third Floor.	Deduct	57.20
Item #6. Delete removal of Folding Doors in Rm. 21, First Floor.	Deduct	26.40
		<hr/>
Total deduct		\$ 132.83

BID SHEET
ELEVATOR INSTALLATION
SHOWALTER HALL
EASTERN WASHINGTON STATE COLLEGE
CHENEY, WASHINGTON

CONTRACTORS	BASIC BID
Adseo Construction Co.	37,777
Robert B. Goebel	27,849
Kolbar Construction Co.	No Bid
W. H. Locher Construction Co.	31,103
Stevens Construction Co.	30,763

George M. Rasque & Son
Architects
Spokane, Washington
July 6, 1962 - Showalter Hall - 2:00 P.M.

BID SHEET

AUTOMATIC SPRINKLER SYSTEM

FIELD HOUSE

EASTERN WASHINGTON STATE COLLEGE

CHENEY, WASHINGTON

CONTRACTORS	BASIC BID
Arnold & Jeffers	15,742
Grinnel Co. of The Pacific	15,309
McClintock & Turk, Inc.	17,500
Serra Service, Inc.	16,837

George M. Rasque & Son
Architects
Spokane, Washington
July 6, 1962 - Showalter Hall - 2:00 P.M.

BID SHEET
FIRE SAFETY ALTERATIONS
FIELD HOUSE
EASTERN WASHINGTON STATE COLLEGE
CHENEY, WASHINGTON

CONTRACTORS	BASIC BID	ALT. 1	ALT. 2
Adsco Construction Co.	53,547	+ 1610	+ 35,130
Robert B. Goebel	44,621	1050	+ 34,000
Kolbar Construction Co.	No Bid		
N. H. Locher Construction Co.	45,915	+ 1035	+ 35,133
R. & R. Builders	No Bid		
Stevens Construction Co.	44,575	+ 1138	+ 35,460

Alt. 1 - Mechanical work in drying room No. 4.

Alt. 2 - Fire retardant paint on all exposed wood surfaces and fiber board surfaces in Rooms 22, 23, 24, 32 and 33.

George M. Rasque & Son
 Architects
 Spokane, Washington
 July 6, 1962 - Showalter Hall - 2:00 P.M.

RECREATION FIELD AND

WASHINGTON STREET

CITY OF CHENEY

EASTERN WASHINGTON STATE COLLEGE

CHENEY, WASHINGTON

<u>CONTRACTORS</u>	<u>UNIT A (STATE)</u>	<u>UNIT B (CITY)</u>	<u>TOTAL</u>
Crescent Construction Company	69,446	19,445	88,891
Carl Hohner & Sons	49,529	8,940	58,469
Murphy Brothers	62,406	12,271	74,677
Charles A. Power	49,791	14,098	63,889
Bohanon Asphalt Company	58,468	9,153	67,621
J. W. Hardison	46,854	8,697	55,551
H. A. Dege Strong	45,448	6,817	52,265
Crick & Son	55,138	11,063	66,201

Eastern Washington State College
Cheney, Washington

Office of the President

August 14, 1962

Mr. Bruce Walker
Walker-McGough, Architects
North 9 Post
Spokane, Washington

Dear Bruce:

In terms of the action taken by the board at its last Friday night's meeting, I am sending you the agreement by the college and you that was approved. You will note on the revised copy that two of the suggestions you made in your June 21 letter have been incorporated. The previous contract had been read in the State Attorney General's office and I presume the revised copy of the agreement should be returned for their notation, and I will instruct the comptroller to proceed with the signing of the agreement.

I will be away for the next two weeks. Upon my return sometime in early September we should get together and set forth a plan as to the use of your services for the 1962-63 year.

I should inform you that we will make a request for pre-planning loans for two or three projects which we hope to have ready for appropriation by the 1965-76 biennium capital outlay requests. These we can go over when we get together. When I get back I will write you and indicate a desirable time when we should get together. Before this meeting I should call together a number of our people who will be involved in future projects and see if we can not program the services we would like to ask of your firm.

Very cordially yours,

Don S. Patterson
President

DSP:w

PROPOSED AGREEMENT

Copy _____
Contract No. _____
Project: Campus Planning and Development
Location: Cheney, Wash
Agency: Eastern Washing- ton State College
Appro. _____
Date: June 15, 1962

Contract: Campus Planning and Development

This agreement, made and entered into this 15th day of June, 1962, by and between the Board of Trustees of Eastern Washington State College (State of Washington), hereinafter designated the owner, and the firm of Walker and McGouch, architects, Spokane, Washington, designated as architect.

changes

Witnesseth: That whereas the owner proposes to proceed with campus planning and development of the college campus located at EWSC, Cheney, Washington,

Now, therefore, the owner and the architect, for the consideration herein specified, agree as follows:

ARTICLE I SERVICES TO BE RENDERED BY ARCHITECT

The following shall be the understood consultative services to be rendered by the architect to the college.

PROPOSED CAMPUS PLANNING SERVICES

A. CAMPUS PLANNING & DEVELOPMENT (Immediate and Long Range)

1. Review existing campus plan
2. Review utility systems and services
3. Review existing campus character and building relationships
4. Study and project future campus needs
5. Appraise all existing planning material and provide recommended procedures of continuing a sound campus plan with respect to
 - a. Future land requirements
 - b. Building locations
 - c. Plant modifications or additions
 - d. Building types and characteristics, present and future
 - e. Traffic flow and parking
 - f. Campus landscaping

6. Provide expert consultation in planning for future projects

1. Illustrate both immediate and long range needs

B. PROJECT PROGRAMMING & BUDGET COSTS

1. Review with staff any contemplated projects, assist in writing project programs, defining program specifications, educational specifications and space requirements
2. Develop cost estimates appropriate to written programs of each project to assist staff in establishing appropriate building budget
3. Assist staff and administration in appraising architectural service preparatory to recommending to the Board of Trustees suggested architects for individual projects
4. Assist staff and administration in preparing contracts and establishing responsibilities of project architects

C. REVIEW AND APPRAISAL OF INDIVIDUAL PROJECTS

1. *assist college representatives with program specifications and designing space to meet educational needs.*
2. Assist staff in orientation of each project architect at the beginning of ~~the~~ ^{field} work
3. Review and approve schematic stage prior to submittal to Board of Trustees of each project as submitted by project architect, *Design and cost estimates, etc. helping college personnel evaluate*
4. Review and approve preliminary stage, prior to submittal to Board of Trustees, of each project as submitted by project architect. Design and cost estimates
5. Review and make recommendations for working drawing stage prior to submittal to Board of Trustees of each project, as submitted by project architect
6. Review design and cost estimates and make recommendations to administration and board in regard to same
7. Assist administration and Board of Trustees in evaluation of contractors' bids prior to awarding construction contracts

- D. All tracings, sketches and schematic drawings will remain the property of the college if and when this contract is terminated..

- E. Accounting records of architect showing time and expense items in performance of this work shall be kept on a recognized accounting basis and shall be made available to the owner for review and audit upon request

ARTICLE II. OWNER'S RESPONSIBILITIES

- A. The owner agrees to pay for services as follows:

Time of principal and draftsmen - \$10.00 per man hour
Printing and reproductions - actual cost
Model materials - actual cost
Secretarial time - actual cost
Non-reimbursible costs - shall be all other costs such as subsistence, travel, supplies other than models

- B. It shall be understood that the total amount for said services shall not exceed \$2,000 per any one year or \$4,000 for a biennium

- C. Payments shall be made under this contract the following month after any service is rendered

- D. The owner will designate individuals to work with the architect on each specific assignment and provide necessary information regarding college statistics which are basic requirements for the architect to perform his services.

- E. The owner shall furnish at college expense a certified survey of the site including contours and limits of the building site, lines of streets and walks, and other necessary data pertaining to a college project

ARTICLE III. TERMINATION OF AGREEMENT

This agreement may be terminated by either party upon giving twenty (20) days notice in writing to the other party. In the event that this agreement is terminated by the owner, the architect shall be entitled to compensation in accordance with the provisions of this agreement for services rendered to the time of termination. In the event this agreement is voluntarily terminated by the architect, he shall receive no further compensation over and above the amount paid to the date of termination.

Travel outside of a 25 mile radius for the architect's office when approved has been provided from the owner

ARTICLE IV. SUCCESSORS AND ASSIGNS

The architect may assign a portion of his financial interest to a recognized financial institution for underwriting operations covered by this Agreement. Except as above, neither the owner nor the architect shall assign, sublet or transfer his interest in this Agreement without the written consent of the other.

IN WITNESS WHEREOF: The owner has caused this Agreement to be executed and the architect has hereunto set its hand the day and year first above written.

BOARD OF TRUSTEES

By _____
Chairman of Board of Trustees

STATE OF WASHINGTON
Department of General Administration
Division of Engineering & Architecture

Supervisor

BY ARCHITECT

Partner

Partner

BID SHEET
FIRE SAFETY ALTERATIONS
SHOWALTER HALL
EASTERN WASHINGTON STATE COLLEGE
CHENEY, WASHINGTON

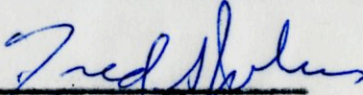
CONTRACTORS	BASIC BID	ALT. 1	ALT. 2
Robert B. Goebel	21,797	3,100	3,900*
S. G. Morin & Son	22,804	2,977	4,131*

Alt. 1 - Replace glass in corridors
with wired glass.

Alt. 2 - Furnish and install fire
alarm system.

*Will complete in 100 calander days after notice to proceed.

Bids opened and read aloud at 2:00 p.m., July 27, 1962 in Room 214 Showalter Hall
on the College campus.


Comptroller

George M. Rasque & Son
Architects
Spokane, Washington

September 28, 1962

EASTERN WASHINGTON STATE COLLEGE
1963-65 Appropriation Request
Increases Required to Achieve Varying Levels of Service

	<u>Amount</u>	
1963-65 General Fund Request	6,948,245	
1961-63 appropriation	4,715,587	
Requested increase in General Fund Appropriation	<u>2,232,658</u>	
Detail of Requested Increase by level of expenditure.	<u>Amount</u>	<u>% Increase</u>
Amount required to maintain the 1961-63 level of service with no increase in work-load.	214,734	4.6
Adjustment for workload increase.	686,980	19.2
1963-65 salary increases:		
Amount required to fund salary increases of approximately one-half the requested amount (this would mean 3.75% per year for faculty, 3.5% and 2.2% for classified staff, and 5 cents per hour for student help.	200,809	23.4
Additional amount required for full implementation of salary request.	200,809	27.6
Amount requested for new services.	15,955	28.9
Amount requested for non-recurring costs.	155,272	31.2
Amount requested for improvement in quality of services.	<u>758,099</u>	
Total Increases,	2,232,658	47.3

Project No. CH-Wash-42(DS)
Eastern Washington State College
Cheney, Washington
Contract No. H-602-1206
Amendment No. 2

A M E N D A T O R Y L O A N A G R E E M E N T

THIS AMENDATORY LOAN AGREEMENT, dated as of July 1, 1962, by and between Eastern Washington State College, a public educational institution of higher learning, located at Cheney, Washington (herein called the "Borrower") and the United States of America (herein called the "Government"), WITNESSETH:

WHEREAS, the Government has approved the request of the Borrower that the scope of the Project contemplated by the Loan Agreement dated as of July 1, 1961, as amended March 1, 1962, be revised to modify the dining facilities and to decrease the seating capacities from 1,176 to 598 students;

NOW, THEREFORE, for and in consideration of the mutual benefits flowing to the Borrower and to the Government, the aforesaid Loan Agreement dated July 1, 1961, as amended March 1, 1962, is hereby amended as follows:

1. In Section 1, line 10 delete the figure "\$3,062,000" and insert in lieu thereof the figure "\$3,282,000."
2. In Section 4 delete the figure "1,176" and insert in lieu thereof the figure "598."
3. In Exhibit B, add Special Condition (g) as follows:

"(g) Prior to filing any requisition for loan funds or requesting approval of an interim-financing plan for Unit A of the Project, the Borrower shall present satisfactory evidence that it has deposited in the Construction Account the sum of \$220,000, being the difference between the amount of the loan and the estimated development cost of the Project.

"Section 12 of the Terms and Conditions (CFA-520, 7-60) constituting a part of the Loan Agreement is hereby modified by substitution of the following sentences for the last paragraph of that Section:

Any moneys remaining in the Construction Account after all costs of the Project have been paid, but not more than the difference between \$220,000 and the cost of all ineligible items, shall be returned to the Borrower. Any funds then remaining

in the Construction Account shall be promptly used for redemption of bonds; Provided, however, that any of such funds in an amount less than \$1,000 shall be deposited in the Bond and Interest Sinking Fund Account."

THIS AMENDATORY LOAN AGREEMENT shall become effective as of the date hereof, and all of the provisions of the original Loan Agreement and Amendment No. 1, except as herein amended shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendatory Loan Agreement has been executed in the name and on behalf of the United States of America, Housing and Home Finance Administrator, by the undersigned Director for Northwest Operations, and in the name of and on behalf of the Board of Trustees of the Eastern Washington State College, by the undersigned Chairman of said Board, and under its official seal, attested by its Secretary.

EASTERN WASHINGTON STATE COLLEGE

(SEAL)

By *Harvey Erickson*
Chairman, Board of Trustees

ATTEST:

Fred H. Baker
Secretary, Board of Trustees

UNITED STATES OF AMERICA
Housing and Home Finance Administrator
Community Facilities Commissioner

AUG 21 1962

Date

By *L. R. Durkee*
L. R. Durkee
Director for Northwest Operations

RESOLUTION APPROVING AMENDATORY LOAN AGREEMENT

WHEREAS, the Board of Trustees of the Eastern Washington State College, has heretofore approved and executed a Loan Agreement dated as of July 1, 1961, and an Amendatory Loan Agreement dated as of March 1, 1962, with the United States of America, acting by and through the Housing and Home Finance Administrator, for a loan to provide a dining hall (Unit A) seating approximately 1,176 students; a dormitory (Unit B) for approximately 440 men students, a director and two guests; all with necessary appurtenances; at Eastern Washington State College, Cheney, Washington (CH-Wash-42(DS)); and

WHEREAS, the Board of Trustees of Eastern Washington State College has requested that the seating capacity of the dining hall be reduced to 598 students; and

WHEREAS, the United States of America, acting by and through the Housing and Home Finance Administrator, has tendered an Amendatory Loan Agreement for the purpose of reducing the scope of the Project as requested and for other purposes; and

WHEREAS, said Amendatory Loan Agreement has been duly read in open meeting, fully considered in accordance with all pertinent rules of procedure and legal requirements, and made a part of the records of the Board of Trustees; and

WHEREAS, it is deemed advisable and in the public interest that said Amendatory Loan Agreement be approved and its execution authorized;

NOW, THEREFORE, be it resolved by the Board of Trustees of Eastern Washington State College that said Amendatory Loan Agreement be and the same is hereby approved without reservation or qualification.

BE IT FURTHER RESOLVED that Harvey Erickson, the Chairman of the Board of Trustees of Eastern Washington State College be and he is hereby authorized to execute said Amendatory Loan Agreement, and Fred S. Johns, the Secretary thereof, be and he is hereby authorized to attest the execution of said Amendatory Loan Agreement.

Approved and adopted this 10 day of August, 1962.

Harvey Erickson
Chairman

(SEAL)

Fred S. Johns
Secretary

RECORDING OFFICER'S CERTIFICATE

I, the undersigned, the duly qualified and acting Secretary of the Board of Trustees of Eastern Washington State College, Cheney, Washington, and the keeper of the journal of proceedings of said Board (herein called the "Governing Body"), do hereby certify:

1. That the attached resolution (herin called the "Resolution"), is a true and correct copy of a resolution as finally adopted at a meeting of the Governing Body held on the 10 day of August, 1962, and duly recorded in my office;

2. That said meeting was duly convened and held in all respects in accordance with law and to the extent required by law due and proper notice of such meeting was given; and a legal quorum was present throughout the meeting, a legally sufficient number of members of the Governing Body voted in the proper manner and for the adoption of said Resolution; that all other requirements and proceedings incident to the proper adoption or passage of said Resolution have been duly fulfilled, carried out, and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Eastern Washington State College this 20 day of August, 1962.

Fred Julius
Secretary

(SEAL)