

1-20-1967

## Board of Trustees Minutes, January 20, 1967

Eastern Washington State College

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EWSC BOARD OF TRUSTEES MINUTES - January 20, 1967

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Reel No. 5, EWSC President's Office

Eastern Washington State College

MINUTES FOR BOARD OF TRUSTEES MEETING

Friday, January 20, 1967

Civic Room, Spokane Club

The meeting was called to order by the chairman at 8:00 p.m., Friday, January 20, 1967, in the Civic Room of the Spokane Club, Spokane. Those present were: Mr. Melvin B. Voorhees, chairman; Mrs. R. R. Morrison, Messrs. Harvey Erickson and Robert Brachtenbach, members; Dr. Don S. Patterson, President and Mr. Fred S. Johns, secretary to the board; Dr. Earle K. Stewart, President of Faculty Organization; Mr. Henry Koslowsky, Director of Public Information; and Mr. Ed Chandler, president of the Associated Students.

MINUTES

There being no objection, the chairman ordered the minutes for the board meeting of December 16, 1966, approved.

\* \* \* \* \*

Mrs. Morrison moved, seconded by Mr. Brachtenbach and carried, that items "Resignation" through "Travel" be approved, as shown below.

RESIGNATIONS

Karen Toreson, as Secretary-Stenographer I, Division of Business and Industry, as of December 31, 1966

Donn Steen, Printer, change from date of resignation from December 30, 1966, to January 6, 1967, with 7.5 days of accrued leave

NEW APPOINTMENTS

Non-academic

Catherine Lavery, Staff Nurse, Infirmary, as of January 5, 1967, at \$424 per month on eleven months' basis (replacing M. Ault)

Judy Lynch, as Clerk-Typist I, Campus School, as of January 3, 1967, at \$277 for eight months, under grant for Reading Institute

Kathrine McGrath, Clerk-Typist I, Admissions Office, as of January 4, 1967, at \$277 per month (replacing K. Scheminske)

Claudia Snyder, Clerk-Typist I, Department of Psychology, as of January 3, 1967, on half-time basis for six months at base rate of \$277 per month, under Grant 173-99-11-24

Harriet Olson, as Clerk-Typist I, Placement Office, on temporary basis for period of February 1-May 31, at \$277 per month

Linda Miller, Clerk-Typist I, Placement Office, on temporary basis for period of January 30-June 30, at \$277 per month



## MINUTES

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January 20, 1967

### NEW APPOINTMENTS (Cont'd)

#### Graduate Fellows

John H. Paetel, Division of Business and Industry, for winter and spring quarters, at \$1200 total

Gary W. Larsen, Division of HPERA, for spring quarter at \$600

#### Student Assistants

Senior Pre-graduate Assistants in Music, January 3-March 17, 1967

Robert Muzatko, at 2/5 of \$85 per month

Jerry Minchinton, at 2/5 of \$85 per month

Gordon Ogo, at 1/5 of \$85 per month

Julie Doughty, at 1/7 of \$85 per month

Senior Pre-graduate Assistants in History, January 5-March 17

James O. Holloway, at \$85 per month

John C. Schuster, at \$85 per month

George M. Russell, at \$85 per month

George H. Colman, at \$85 per month

Walter W. Finnie, at \$85 per month

#### Academic

Wendal Jones, as Associate Professor of Music and Director of Orchestra, at step 13 on salary schedule for 1967-68

B.A., M.A., Colorado State College

Ph. D., University of Iowa

(New position for 1967-68)

Michael Leuthold, temporary student teaching assistant in German during winter quarter while Miss Hepperle is ill

to teach one five-hour course at daily rate of \$11.11

(base rate of \$600 for five hours)

Velda Kaune, as temporary graduate teaching assistant in German, to teach ten hours during winter quarter while Miss Hepperle is ill, at base rate of \$5900, making daily rate \$23.10

### CHANGE IN STATUS

Marie Standefer, FSW II from FSW I, Tawanka, as of January 1, 1967, at \$328 per month + M

Hannah Becker, FSW II from FSW I, Tawanka, as of January 1, \$289 + M per month

Carolyn Thomason, Secretary-Stenographer I, from full-time to half-time, as of February 1, 1967, at \$157.50 per month

### LEAVES OF ABSENCE

#### Academic

Darrell Wm. Bachman, Assistant Professor of Psychology, for the academic year 1967-68, w/o pay, to continue work toward doctorate

LEAVES OF ABSENCE (Cont'd)

Sabbatical

Dr. Joseph W. Chatburn, Professor of Education (1959) for the fall quarter 1967-68 w/pay

To visit selected colleges and universities in the United States, the British Isles and Europe, to become more knowledgeable in the area of continuing and adult education and to become acquainted with the problems of and procedures for developing a continuing education program

Wm. L. Maxson, Assistant Professor of Music and Band Director for the academic year 1967-68, w/pay

To investigate the possibility of the development of programmed instruction in basic music theory, counterpoint, form and analysis and keyboard techniques.

Richard F. Miller, Professor of English, Director of Division of Languages and Literature (1940) w/pay for winter and spring quarters

To study Italian Renaissance during residence near Florence, Italy

OUTSIDE EMPLOYMENT

Joseph Lewandowski, Jr., Visiting Assistant Professor of Psychology, to teach an extension course through WSU center in Spokane, spring quarter, 1966-67, one night per week

TRAVEL

R. Dean Gaudette, Assistant Professor of Education, Principal of Campus School, to attend National Defense Education Reading Institute conference, January 28-31, 1967, Chicago, from grant funds

George J. Kabat, Dean of Faculty, to meet with U. S. Department officials on potential African project for EWSC, Washington, D. C., January 14-17, travel and per diem

Jack R. Leighton, Professor of HPE and Director of Division, to attend national meeting for administrators of HPER, Washington, D. C., January 13-15, travel and per diem

Boyd C. Mills, Professor of Higher Education and Director of Community College Project, to attend American Association of Junior Colleges annual convention and participate in session of Professors of Higher Education, San Francisco, February 25-March 2, travel and per diem (travel in WSU pool car at \$18.16 cost)

Raymond P. Whitfield, Dean of Graduate Studies, to attend conference of Western Association of Graduate Schools, March 4-8, Honolulu, travel and per diem



January 20, 1967

#### TRAVEL (Cont'd)

- M. Patrick Whitehill, Associate Professor of HPE, to attend conference for college teachers preparing elementary education majors to teach PE, Washington, D.C., January 23-28, travel and per diem
- Ernie McKie and Team, to go to Dillon, Montana, varsity basketball, January 14-18, \$240 travel
- Russell J. Smith, Jr., Assistant Professor of Accounting, to attend national association for Business Teacher Education Convention, Chicago, February 31-19, travel and per diem
- Wm. D. Sylhman, Acting Assistant Professor of Business Education, to attend conference on National Distributive Education, Chicago, January 29-February 3, travel and per diem
- Norman S. Thompson, Associate Professor of Business Education, to attend National Association for Business Education Teachers, Chicago, February 13-19, travel and per diem
- Don S. Patterson, President, to attend national meeting of American Association of Colleges for Teacher Education, Chicago, February 15-18, travel and per diem
- Robert G. Thompson, Professor of Mathematics, to attend meeting of Mathematics Society of America, Houston, January 24-28, travel and per diem

#### MUSGROVE AND MARSHALL, ARCHITECTS

Mr. Edward M. Musgrove and Mr. William S. Marshall, architectural partners, appeared before the board and described their qualifications and experience, and requested consideration when architects are selected for any future buildings at Eastern.

#### ATTENDANCE AT SERVICE SCHOOL

Dr. Patterson recommended that the request for Mr. Jack Ferguson to attend the Johnson Control Company maintenance and service school at Milwaukee, Wisconsin, February 13-17, 1967, at his own expense, but with salary to be continued during his absence, be granted. Mr. Brachtenbach moved that the request be approved, Mrs. Morrison seconded and the motion carried.

#### PLANS FOR DEDICATION OF JOHN F KENNEDY LIBRARY

Mrs. Morrison offered to ask Senator Edward Kennedy of Massachusetts to speak at the dedication of the new library. Mr. Erickson moved that Mrs. Morrison be authorized to make arrangements for a dedication speaker. The motion was seconded by Mr. Brachtenbach and was carried.

January 20, 1967

## FINANCIAL AND BUSINESS AFFAIRS

Separate Bank Account for Student Union Rental Fund. Mr. Johns requested that authority be given to establish a separate bank account for the Student Union Rental Fund and to invest temporary surplus in the fund in U. S. Treasury obligations. This had been a separate bank account until the state auditor recommended two or three years ago that we combine all of our separate bank accounts into one. He now recommends that we re-establish the Student Rental Fund because it is a bond retirement fund. Mr. Erickson moved, seconded by Mrs. Morrison, and carried that the separate account be established and surplus funds invested as recommended.

Sliding Scale for Dormitory Room Rental. Mr. Johns recommended that a sliding scale be established whereby fall quarter rental would be increased by \$30 and spring quarter rental be reduced by the same amount. Mr. Melhuish has discussed this with the student living groups and the acceptance has been favorable in each dormitory. Mr. Brachtenbach moved that the recommendation be approved. Mr. Erickson seconded and the motion carried.

Increase in Room Deposit Fee: Mr. Johns recommended that the dormitory deposit fee be increased from \$35 to \$40. Fees are often collected both for pre-registration for new students and for dormitory deposit with many checks not showing which fee is being paid. Since the \$35 pre-registration fee is a three-college agreement, Mr. Johns recommended the increase be on the room deposit fee. Mr. Erickson moved and Mrs. Morrison seconded the motion that the recommendation be approved. Motion carried.

Assignment of Delinquent Accounts to an Agency: Mr. Johns reviewed the status of accounts receivable and student loans. He said that the problem of delinquent National Defense Student Loans was beginning to grow rapidly and requested authority to assign delinquent accounts to a collection agency after normal college collection procedures prove unsuccessful. Mr. Brachtenbach moved that the administration be authorized to employ a collection agency for the collection of delinquent accounts. The motion was seconded by Mr. Erickson and was carried.

Report on Insurance Program: Mr. Jack Higgins, college insurance broker, reported on the status of the college's insurance coverage. Since the three-year package policy approved by the board in 1965 has one more year to run (to February 11, 1968) no action was required.

Appointment of Bond Counsel: Mr. Johns recommended that the Attorney General be requested to appoint Robert Blair as Bond Counsel for the Student Union Revenue Bond Issue. Mrs. Morrison moved and Mr. Erickson seconded the motion that the recommendation be approved. Motion carried.



January 20, 1967

## REPORT OF PERSONNEL COMMITTEE

Mr. Erickson reported that the Personnel Committee of the board had met earlier in the day to consider recommendations presented by Mr. Hunt for immediate salary increases for civil service personnel as proposed in Senate Bill 1 and House Bill 186. He said that while the committee was considering the recommendations, which were based on the appropriation of approximately \$47,000 in Senate Bill 1, a telephone message was received from the State Budget Director stating that the free conference committee had just recommended a compromise bill to the two houses with an appropriation for Eastern of \$38,655 including retirement costs, with the salary increases to be effective February 1, 1967. It was therefore necessary for the Personnel Committee to postpone action until January 27 in order to give Mr. Hunt time to prepare new recommendations based on the reduced appropriation amount.

## RULING ON ATHLETIC ELIGIBILITY

The board discussed the materials which Dr. Patterson had mailed to them concerning an athlete who was ruled academically ineligible to compete. It was moved by Mr. Brachtenbach that the Board of Trustees express its strong approval of the manner in which this case was handled by the faculty representative to the Evergreen Conference, Mr. Orland B. Killin, and by Dr. Patterson. The motion was seconded by Mr. Erickson and was carried.

## REPORT OF AS

Ed Chandler, president of Associated Students, introduced Ron Chatburn, Executive Vice-president of the Associated Students, and Steve Small, chairman of the students' legislative action committee. Mr. Small reported on the activities of his committee in connection with the current session of the Legislature.

## SELECTION OF NEW PRESIDENT

After discussion of progress in the search for a new president, Mrs. Morrison moved that the board schedule an executive session, with Dr. Patterson to be present, to go over the total list of candidates in order to reduce the list to a workable size for further consideration. The motion was seconded by Mr. Erickson and was carried. The executive session was scheduled for 1:00 p.m., January 27, 1967, at the Spokane Club.



January 20, 1967

INFORMATIONAL ITEMS

Mr. Johns reported on the implications of amendments to the Fair Labor Standards Act which brings the college under the coverage of the Wage and Hour Law as of February 1, 1967

Dr. Patterson reported on the Governor's budget, the material of which had been previously distributed to the board.

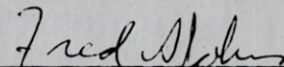
ADJOURNED

The meeting of the board was adjourned at 9:30 p.m., with the next meeting scheduled for February 17, 1967.

APPROVED



Melvin B. Voorhees, Chairman



Fred S. Johns, Secretary



Eastern Washington State College  
Intra-College Memorandum

*Personnel Agenda*  
*Items*  
2 - 3 4

TO: Dr. Don S. Patterson, President  
FROM: Pat L. Hunt, Director of Personnel  
DATE: January 10, 1967 RE: Agenda Items

Appointments:

Catherine Lavery, Staff Nurse for the Infirmary, effective January 5, 1967. She is replacing Margaret Ault on an eleven month basis.

Judy Lynch, Clerk-Typist I for Campus School - Grant for Institute in Reading - effective January 3, 1967. This is a temporary position for eight months.

Kathrine McGrath, Clerk-Typist I for the Admissions Office, effective January 4, 1967 replacing Karen Scheminske.

Claudia Snyder, Clerk-Typist I for Psychology - Grant 173-99-11-24 - effective January 1, 1967. This is a half time position running from 1-1-67 thru 6-30-67.

Terminations:

Karen Toreson, Secretary-Steno I for Business & Industries - Grant 173-99-11-35 - effective December 31, 1966. This is due to end of Grant.

Donn Steen, Printer, Business Office, date changed to January 6, 1967 from December 30, 1966. He should be seven and one-half days of accrued annual leave. It was previously reported that he would be paid for two and one-half days but five days of annual leave he was going to take in December was changed to sick leave.

Leave Without Pay:

Elaine Cleghorn, Secretary-Steno I for Language & Lit, 2:30 12-29 thru 5 12-30 = 10 ½ hrs.

Dianne Hamrick, Registration Clerk I for the Registrar's Office, 8 12-6 to 4 12-9 = 31 hours.

Nancy Lysher, Registration Clerk I for the Registrar's Office, 10-3 to 10-4 = 16 hours.

Reclassifications:

Marie Standefer, Food Service Worker I to Food Service Worker II at Tawanka Commons, effective January 1, 1967. Her salary would be \$328 per month.

Hannah Becker, Food Service Worker I to Food Service Worker II at Tawanka Commons, effective January 1, 1967. Her salary would be \$289 per month.

Salary Increments:

Ginny White, Printer's Assistant in the Business Office, \$315 to \$328 January 1, 1967.



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January 10 Agenda Items

Salary Increments (cont)

Frank Vernon, Landscape Gardener for the Physical Plant, \$443 to \$462 effective January 1, 1967.

Marjorie Stone, Account Clerk II to the SUB, \$2.44 hr to \$2.55 hr effective January 1, 1967.

Zeta Smith, Account Clerk II for the Business Office, \$407 to \$424 effective January 1, 1967.

Charlene Showalter, Housekeeper for Housing, \$277 to \$289 effective January 1, 1967.

Hilga Phillips, Custodial Worker I for the Physical Plant, \$407 to \$424 effective January 1, 1967.

Ruby Gambrel, Secretary-Steno III for Placement, \$462 to \$483 effective January 1, 1967.

Dennis Fox, Groundskeeper for the Physical Plant, \$390 to \$407 effective January 1, 1967.

Leland Flikke, Groundskeeper for the Physical Plant, \$424 to \$443 effective January 1, 1967.

Kathleen Deininger, Library Assistant I for Hargreaves, \$358 to \$373 effective January 1, 1967.



Eastern Washington State College

Intra-College Memorandum

TO: Dr. Don S. Patterson, President

FROM: Pat L. Hunt, Director of Personnel

DATE: January 11, 1967

RE: Additional Agenda Items

Reclassification:

Carolyn Thomason, Secretary Steno I, from full-time to half-time effective date February 1, 1967. Salary \$157.50.



Eastern Washington State College

To: Mr. Pat L. Hunt, Director of Non-academic Personnel

From: Naomi H. Wall, Adm. Sec.

Date: December 19, 1966

The Board of Trustees at its meeting on Friday, December 16, approved the following recommendations:

Resignations:

Pamela Cromwell, Stores Clerk, Division of Science, as of January 6  
Donn Steen, Printer, as of December 30 plus 2.5 days leave  
Marcille Westmoreland, Sec-Sten. I, Division of Languages and  
Literature, as of December 23 plus 7 days leave

Leave of Absence

Karleen Anderson, Secretary-Stenographer, office of Dean of Students,  
for the period of December 19 to March 20, 1967

Change in Status

Margaret Harris, from provisional to classified, as FSW I,  
Tawanka, as of December 1, 1966

Appointments:

Roberta Bloom, Food Service Worker I, Tawanka, at \$265 + M as  
of December 1, 1966 (replacing D. Christensen) on 11 months basis  
Inez Carpenter, Secretary-stenographer II, office of Dean of Students,  
on temporary basis at \$358 per month as of December 19  
(replacing Karleen Anderson, on leave)  
Margaret Robberson, Clerk-typist I, Division of Creative Arts,  
at \$277 per month as of November 28 on eleven months  
basis (replacing ~~L. MacQuarrie~~)  
Rose Rouse, FSW II, Tawanka, at \$289 + M as of December 1  
(replacing D. Christensen) on eleven months basis  
Donna Ulrich, Secretary-stenographer I, Housing Department, at \$315  
per month as of December 7 (new position)  
Elaine Cleghorn, as Secretary-stenographer I, Division of Languages  
and Literature, at \$315 per month as of December 22  
(replacing M. Westmoreland) on eleven months' basis  
Janet Hodson, Stores Clerk, Division of Science, as of January 3 at  
\$315 per month on twelve months' basis (replacing P. Cromwell)



Personnel

Eastern Washington State College

Intra-College Memorandum

TO: Dr. Don S. Patterson, President

FROM: Pat L. Hunt, Director of Personnel

DATE: December 19, 1966 RE: ~~Agenda Items for December~~

Leaves Without Pay:

Alma Annis, Cook I for Tawanka Commons, 8 a.m. 12-8 to 10 p.m. 12-9 = 10 hours.

Myra Averill, Clerk-Typist I for Creative Arts federal project H-285, 12-23 = 8 hours.

Carol Betz, Cook II for the Campus School, 5/8 time, 12-29 thru 12-30 = 10 hours.

Ruth Boone, Secretary-Steno II for the Business Office, 3 p.m. to 5 p.m., 12-9 = 2 hours

Dorothy Butler, Clerk-Typist I for Lyceum, 12-13 = 8 hours.

Ann Caldwell, Staff Nurse, 12-28 thru 12-30 = 24 hours.

Eva Callahan, Secretary-Steno II for History and Social Sciences, 12-21 thru 12-30 = 56 hours.

Velma Davis, Food Service Worker II for the SUB, 12-18 thru 12-31 = 72 hours.

Geneva Ditlevsen, Secretary-Steno II for Graduate Study, 12-27 thru 12-30 = 32 hours.

Annette Fortman, Staff Nurse, 12-19 thru 12-30 = 72 hours.

Roxanne Helgeson, Secretary-Steno I for Graduate Study, 12-19 thru 12-23 = 40 hours.

Camille Pierce, Clerk-Typist I for Placement, 12-27 = 8 hours.

Kathryn Pike, Secretary-Steno II for Business & Industry, 12-27 thru 12-30 = 32 hours.

Margaret Robberson, Clerk-Typist I for Creative Arts, 12-19 thru 12-23 = 40 hours.

Linda Windhorst, Clerk-Typist I for ICC, 12-19 thru 12-23 = 40 hours.



Eastern Washington State College

Intra-College Memorandum

TO: Dr. Don S. Patterson, President  
FROM: Pat L. Hunt, Director of Personnel  
DATE: December 20, 1966 RE: Additional Agenda Items

Leaves Without Pay:

Pamela Cromwell, Stores Clerk for the Science Division, 12-27 thru 12-30 = 32 hours.

Gary Ocheltree, Utility Man for the Physical Plant, 11-30 thru 12-2 = 24 hours.

Carolyn Thomason, Secretary-Steno I for the Dean of Faculty and Academic Senate,  
12-19 thru 12-23 = 40 hours.