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Eastern Washington State College

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Eastern Washington State College

MINUTES OF BOARD OF TRUSTEES MEETING

Marigold Room, Tawanka Commons Eastern Washington State College Campus December 15, 1967

The Board of Trustees of Eastern Washington State College held a business meeting on Friday evening, December 15, 1967, in the Marigold Room, Tawanka Commons, Eastern Washington State College Campus, Cheney, Washington. The meeting was called to order by Chairman Thomas Meagher at 7:45 P. M. with the following present:

Members:

Mr. Melvin Voorhees Mr. Harvey Erickson Mrs. R. R. Morrison Mr. Thomas Meagher

Staff:

Dr. Emerson Shuck
Mr. Fred Johns
Dr. George Kabat
Mr. Henry Koslowsky
Dr. Wayne Loomis
Dr. John Douglas
Mr. John Lothspeich

Guests:

Mr. Leroy Buckley, Alumni Association

Mr. Fred Long, Architect, Division of Engineering and Architecture, Washington State

Mr. Fred Hansen, Representative of State Farm Insurance Company

MINUTES

The minutes of the November 17, 1967, meeting were approved.

PRESIDENT'S REPORT

It was requested by Dr. Shuck that the Board place on the agenda for this meeting the question of increasing Board and Room Fees for students on Campus, and a policy that entering Freshmen live in College housing. Mr. Meagher requested that a written proposal be submitted as part of the January Agenda.

Dr. Shuck asked if the Board might wish to consider less frequent but longer meetings. No specific action or recommendation resulted.

PERSONNEL ACTIONS

Mr. Voorhees moved the approval of all new appointments, including those on the Supplemental Agenda; change in status; and resignations. The motion was seconded by Mr. Erickson and was passed.

New Appointments

Academic

- Walker, Robert Daniel, Instructor, temporary, part-time teaching l class per quarter during Winter and Spring Quarters, \$850 total
- Schroeder, Harry James, Hall Director, Pearce, 11/67 to 9/68, \$550 per month (Replacing L. Savitch)
- Ragland, Michael K., Graduate Fellowship for Winter and Spring Quarters, \$1500 Total, Business Department
- Bryson, John, Graduate Fellowship for Winter and Spring Quarters, \$1500 Total, English Department
- Peters, Joseph, Graduate Fellowship for Winter and Spring Quarters, \$1500 Total, Psychology Department
- Ulrich, James, Graduate Fellowship for Winter and Spring Quarters, \$1500 Total, Art Department
- Wilson, Terence, Graduate Fellowship for Winter and Spring Quarters, \$900 Total, Political Science Department

Non-academic

- Backenstoe, Leigh, Clerk-Typist I for Creative Arts, November 16, 1967, \$328 per month on an eleven month basis. (Replacing Joan Hickey)
- Chambers, Patricia, Clerk-Typist II for Purchasing. November 3, 1967, \$407 per month. (Replacing J. Lambert)
- Chilcote, Christy, Duplicating Clerk for Purchasing. November 21, 1967, \$390 per month (replacing M. Dare)
- Dare, Margaret, (Transfer) Account Clerk I for the Business Office. Salary will remain \$443 per month.
- Davison, Patricia, Clerk-Typist I for Placement, November 14, 1967, \$328 per month. (Replacing L. Miller)
- Hayward, Karlene, Secretary-Steno II for Counseling. November 13, 1967, \$358 per month. (New Position)
- Miller, Ann, Secretary-Steno II for ICC, November 20, 1967, \$424 per month on an eleven month basis (Replacing K. Krall)
- Miller, Linda, Clerk-Typist I for Extension. (Transfer withing the same office) November 14, 1967, from Placement, Salary still \$328 per month.
- Mosman, Audrey, Secretary-Steno I for Housing, November 20, 1967, \$358 per month. (Replacing D. Ulrich)
- Parker, Carol, Library Assistant II for Kennedy Library. November 20, 1967, \$462 per month on an eleven month basis. (Replacing V. Fenstemacher)
- Rodgers, Dale (Promotion) Custodial Worker I to Custodial Worker II for Physical Plant. November 1, 1967, From \$390 to \$424 per month (New Position)
- West, Judy, Account Clerk I for Accounting. November 29, 1967, \$373 per month. (Replacing S. Scott)

Minutes of Board of Trustees Meeting December 15, 1967

Change in Status Non-academic

Hughes, Eleanor, Secretary-Steno III for Dean of Faculty 11-month position to 12-month position, November 1, 1967

Resignations

Non-academic

Hickey, Joan, Clerk-Typist I for Creative Arts, November 17, 1967
To be paid six days of accrued leave.

Scott, Sue, Account Clerk I for Accounting, November 30, 1967 To be paid for 7 7/8 days of accrued leave.

Ulrich, Donna, Secretary-Steno I for housing, November 30, 1967.

To be paid for 1/2 day of accrued leave.

Zidalis, Alda, Account Clerk I for Accounting, November 10, 1967 No accrued leave.

RECOGNITION POLICY

Mr. Erickson moved to postpone action on the Recognition Policy for student organizations, since the Associated Student Body is currently conducting studies of possible further revision. Mr. Voorhees seconded the motion. Motion passed.

COORDINATION OF ADMINISTRATIVE FUNCTIONS

The Board of Trustees considered two outlines prepared by the President: "Coordination of Administrative Functions" and "Organizational Chart" illustrating assignment of duties and responsibilities. Dr. Shuck recommended authorization of five new administrative positions in accord with the "Organizational Chart". These positions and the amount of new employment required are shown below.

Director of Planning and Development	100 per cent	New
Director of Special Programs	50 per cent	New
(including Summer Session)		
Dean of Undergraduate Studies	100 per cent	New
College Editor	100 per cent	New
Director of the Computer Center	6.67 per cent	New
to Full Time Status		

It was moved by Mr. Erickson and seconded by Mrs. Morrison that these recommendations be accepted. Motion passed.

BOARD MEMBER FOR INAUGURATION

The Board agreed that Mr. Thomas Meagher will represent the Board of Trustees on the Committee for the Inauguration of President Shuck.

PLANS FOR STUDENT UNION BUILDING

This item was withdrawn by Dr. Loomis, since the plans were not completely ready.

STEAM LINE SERVICE TO CHENEY HALL

Dr. Wayne Loomis recommended acceptance of the completed work of Glenn's Plumbing on the contract for extension of steam line service to Cheney Hall. The system is complete and operating satisfactorily. It was moved by Mr. Voorhees and seconded by Mr. Erickson that Glenn's Plumbing contract be accepted. Motion carried.

SOUND SYSTEM FOR KENNEDY LIBRARY

Dr. Wayne Loomis recommended acceptance of the completed work of Northwest Electronics on the contract to provide a sound system for Kennedy Library. The system is complete and operating satisfactorily. Mr. Erickson moved and Mrs. Morrison seconded the acceptance of Northwest Electronics contract. Motion passed.

SHOWALTER HALL REMODELING WORK

Dr. Wayne Loomis recommended award of the construction contract for remodelling of Showalter Hall to Reid Jonson on a low bid of \$38,300, including alternates. Work under this contract includes remodelling in Showalter Auditorium and complete renovation of all restrooms in Showalter Hall. New seating and carpeting in the auditorium are being provided under separate contracts. A motion was made by Mr. Voorhees and seconded by Mr. Erickson to award the contract to Reid Jonson. Motion passed.

DESIGN FOR PHYSICAL EDUCATION FACILITIES

It was moved by Mr. Voorhees that the Board of Trustees accept the firm of Paddock and Hollingbery to design the proposed Physical Education facility for EWSC as recommended by the Facilities Committee of the Division of Health, Physical Education, Recreation, and Athletics. There was no second to the motion.

Mr. Erickson then moved that the architectural firm of Thomas Adkinson be commissioned to design the building. Mrs. Morrison seconded the motion and the motion passed, with Mr. Voorhees dissenting on the ground that the Board should not appear to act to exclude architects outside Spokane.

CHANGE-ORDERS FOR HARGREAVES REMODELLING

It was moved by Mr. Erickson and seconded by Mr. Voorhees that various Change-Orders approved by the President to erect partition, frame and install two

doors, install telephone out lets and conduit, remove sink and cabinet units, disconnect and cap electrical and mechanical work, be accepted. Motion carried.

SURVEY OF COLLEGE INSURANCE NEEDS.

Mr. Fred Hansen of State Farm Insurance Company requested permission to survey the College needs for insurance. He also requested that the Board use competitive bidding procedures in awarding insurance contracts. It was moved by Mr. Erickson that the college provide to State Farm Insurance the same material made available to McGovern and Carroll. Mr. Voorhees seconded and the motion passed.

ACQUISITION OF SURPLUS PROPERTY

Mr. Voorhees moved that the Board of Trustees accept the Resolution designating Dr. Shuck as the college representative for the acquisition of surplus property. The motion was seconded by Mr. Erickson and was passed.

STREETER HALL FURNISHINGS

Mrs. Morrison made a motion to transfer \$12,000 from the Housing Services Fund to the Streeter Hall Construction Fund, increasing the budget to \$71,000, to complete the total furnishings for Streeter Hall. Any unused portion of the Furnishing Budget resulting from favorable bids will revert to the Housing Services Fund at the completion of the project. The motion was seconded by Mr. Voorhees and was passed.

PURCHASE OF BONDS

A motion was made by Mr. Erickson to grant permission to purchase nine of the \$1,000 denomination 1958 issue of Student Union Building Bonds and retire them. The motion was seconded by Mr. Voorhees and was passed.

AAUP'S "PRINCIPLES ON ACADEMIC FREEDOM"

A motion was made by Mr. Erickson in recognition and reaffirmation of Eastern Washington State College Trustees' acceptance of the "1940 Principles of Academic Freedom". Mr. Voorhees seconded the motion and it was passed.

SUMMER SESSION LATE REGISTRATION FEE

Mrs. Morrison made a motion to continue the \$15 late registration fee for summer session. Mr. Voorhees seconded. Motion passed.

INFORMATIONAL ITEMS

A sabbatical leave report by Dr. Vincent Stevens, Associate Professor of Chemistry, and a report of short-term investments were submitted for the examination of the Board of Trustees.

President Shuck referred to a summary of recommendations from the 1965 Nelson Report, and reported on present ways in which public institutions in Washington are now working toward cooperation and coordination among themselves. Mr. Voorhees said that the State of Washington has operated quite smoothly without the need for a single formal coordinating board for higher education.

RESOLUTION TO FOOTBALL TEAM

A Resolution congratulating the Eastern Washington State College Football Team for its recent achievements was unanimously adopted by the Board of Trustees.

EXECUTIVE SESSION

The Board retired to an executive session.

ADJOURNMENT

ADDROVED

The meeting adjourned at 8:50 P. M.

Thomas F. Meagher, Chairman	John Lothspeich, Secretary
APPROVED:	

Eastern Washington State College
AGENDA FOR BOARD OF TRUSTEES MEETING
South Dining Room, Tawanka Commons
Eastern Washington State College Campus, Chency, Washington
Business Meeting, 7:30 P. M.
Friday, December 15, 1967

Approval of Minutes of Previous Meeting (November 17, 1967) President's Report Personnel Actions (attached) A. Appointments approved, including buyyelementary Academic Non-academic B. Change in Status C. Resignations Policy & Procedure Recommendations A. Old Business 1. Recognition Policy - Postponed until again placed on agenda

2. Coordination of Administrative Functions approximately State

(A Table of Organization will be mailed along with recommendations ✓ 2. Coordination of Administrative Functions for new positions and appointees.) √ 3. Board Member for Inauguration Meagher B. Building Planning & Construction ✓ 1. Recommendations by Dr. Loomis C. Business & Financial affairs approved opening information to representative. 1. College Insurance (Representatives of State Farm Insurance will be present) ✓2. Resolution naming Dr. Shuck as representative in acquisition of surplus property √3. Increase in furnishings in Streeter Hall D. New Business Recognized as the basis for personnel policies for EWSC. 1. Statement of AAUP's 1940 "Principles on Academic Freedom" Residence Halls ✓2. Continuation of \$15 late registration fee for summer session 15 fee mer Informational Items A. Sabbatical Leave Report of Dr. Vincent Stevens (Attached) B. Report of short-term investments C. Nelson Report of May, 1966, on Coordination of Higher Education (Attached) 6. **Executive Session** 1. State Lease & Purchasing agency 7. Condemnation Procedures

4. Property peronty

7.

Adjournment