

1-12-1968

Board of Trustees Minutes, January 12, 1968

Eastern Washington State College

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Eastern Washington State College

MINUTES OF BOARD OF TRUSTEES MEETING

Chinook Room, Ridpath Hotel
Spokane, Washington
January 12, 1968

The Board of Trustees of Eastern Washington State College held a business meeting on Friday evening, January 12, 1968, in the Chinook Room, Ridpath Hotel, Spokane, Washington. The meeting was called to order by Chairman Thomas Meagher at 7:40 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, President
Mr. George Cross, Associated Student Body, President
Mr. Fred Long, Architect, Division of Engineering and Architecture, Washington State
Mr. Kenneth Brooks & Associates, Architect

MINUTES

The minutes of the December 15, 1967, meeting were approved.

PRESIDENT'S REPORT

Dr. Shuck indicated there is to be a reallocation of budget funds as follows:

a. OASI increase (4.4% on \$7,800 until January, 1969 then 4.9%)	\$23,000
b. Postage increase	\$ 4,500
c. Increase to \$10 a month in fringe benefits after July 1, 1968	\$25,000
d. Relocation and interview expenses	\$10,000
e. Matching funds for equipment	\$15,000
f. Increase of Faculty Office Space	\$12,500
g. New staff additions prior to July 1, 1968	\$10,000
	<u>\$100,000</u>

Dr. Shuck said that the five state institutions are studying a uniform system of enrollment projection with total head count and full-time equivalent students to be the only two categories used.

President Shuck also said that the Legislative Budget Committee will meet on our campus on either February 16 or 17. We have invited them to survey our program on Friday morning and to have lunch with us if this is convenient for them.

Dr. Shuck reported that Patterson Hall preliminary plans will be presented for the Board's consideration in February.

The President also indicated that plans for office relocations and expansions in Showalter Hall are now nearly complete. He emphasized that cost and new construction is being kept to a minimum and that funds are available in the budget.

68-1-1 PERSONNEL ACTIONS

Mr. Erickson made a motion to approve all new appointments, including those on the Supplemental Agenda; resignations; and leaves granted. Mr. Voorhees seconded the motion and it was passed.

Appointments

Academic

- Holt, Raymond, Teaching two sections of Speech 200 for 6 credits in Speech for Winter quarter, \$750 total
- Welsch, Elizabeth Hoyt, Teaching a 3-credit course in Speech during Winter Quarter and a 6-credit course in Speech during Spring Quarter. Both quarters include travel. \$500-Winter Quarter; \$820-Spring Quarter.
- Sandifer, John F., Part-time Acting Instructor in Radio-Television Lab and Lecture. Total compensation \$1,860
- Cary, Donald P. Part-time Acting Instructor in Radio-Television Lecture and Lab. Total compensation \$850
- Mortenson, Donald, part-time Instructor in Education Department for Winter and Spring Quarters, one-half time during Winter and Spring Quarters, \$2460 Total
- Green, George, Instructor, Art Department, 25% of the time, \$350 for Winter and \$350 for Spring Quarters
- Dable, Steve, Substitute for Miss Moe, to teach Speech 200 and Speech 201 at \$720 per quarter
- David, Lavonne, Undergraduate Assistant (Sr) in History & Social Science at \$240 per quarter
- Leighninger, Eric V., Teaching Assistant in Science and Mathematics Division during Winter quarter, \$600 total
- Maxey, Ninon O., Graduate Teaching Assistant in History & Social Science for Winter Quarter, \$450 Total
- Murphy, Robert, Pre-graduate Assistant (Sr) in History and Social Science for Winter Quarter, \$240 Total each quarter

PERSONNEL ACTIONS (Continued)

Appointments

Academic

Welch, Stanley, Pre-graduate Assistant (Sr) in History and Social Science for Winter and Spring Quarters, \$240 Total each quarter
Welsch, Elizabeth, increase in hours for Spring Quarter, Additional 3-credit course during Spring Quarter, \$450 additional, \$950 Total
White, James D., Teaching Assistant in Science and Mathematics during Winter Quarter, \$600 total.

Non-academic

Bates, Lynn, Clerk-Typist I for Creative Arts, October 11, 1967, \$328 per month on an eleven month basis. This is a new position.
Miles, Doris, Secretary-Steno II for the President's Office, October 19, 1967, \$424 per month. This is a new position.
Phillips, George, Custodial Worker I for the Physical Plant, October 25, 1967, \$373 per month. This is a new position.
Phillipson, Grace, Library Assistant I for the Kennedy Library, October 16, 1967, \$358 per month. This is a new position
Ableman, Bernice, Secretary-Steno II for Business & Industry, December 13, 1967, \$424 per month. This is an 11-month position. (Replacing K. Pike)
Barron, Joan, Secretary-Steno I for the Business Office, December 1, 1967, \$358 per month. This is a new position.
Robertson, Bonnie, Key Punch Operator II for Data Processing, December 1, 1967, \$407 per month. (Replacing M. Duel)
Stenhoff, Elona, Clerk-Typist II for Placement, December 13, 1967, \$407 per month. (Replacing P. Wood)
Titland, Peggy, Secretary-Steno I for Public Information, December 27, 1967, \$358 per month. (Replacing Shirleen Bold)
Hein, Nancy, Key Punch Operator I for Data Processing, (Rate Range Change) December 1, 1967, \$328 to \$342
Shears, Mary, Key Punch Operator I for Data Processing (Rate Range Change) December 1, 1967, \$328 to \$342
Reed, Nancy, Library Assistant I for the Kennedy Library (Change in Status) 11-month to 12-month position effective December 1, 1967
Byrd, Judy, (Reclassification) Secretary-Steno I to Secretary-Steno II for Housing Office. December 1, 1967, \$373 to \$424 per month.
Duel, Marilyn, (Reclassification) Key Punch Operator I to Computer Operator for Data Processing, December 1, 1967, \$407 to \$483 per month.
Jordan, Loren, (Reclassification) Programmer to Programmer II for Data Processing, December 1, 1967, \$627 to \$655 per month.

Resignations

Academic

Mortenson, Donald, Graduate Fellowship ~~+~~ being cancelled because he has been employed by the Education Department, Effective December 15, 1967

PERSONNEL ACTIONS (Continued)

Resignations

Non-academic

Flannigan, Michael, Custodial Worker I for the Physical Plant, October 31, 1967

Lambert, Jacqueline, Clerk-Typist II for Purchasing, October 31, 1967. She is to be paid for four days of accrued annual leave.

Pierce, Darcy J., Library, effective as of March 30, 1968, asking to be released from her contract as she will be married and not reside in Cheney.

Leaves Granted

Non-academic

Noel, Elna, Secretary-Steno III for the Guidance and Counseling Center, November 1, 1967, through February 29, 1968, - sick leave without pay. (This is an extension of her earlier leave)

68-1-2 STUDENT UNION BUILDING

A motion was made by Mr. Voorhees to approve the schematic plans and authorize the architects to proceed with development of the final preliminary plans of the Student Union Building. Mr. Erickson seconded the motion and it passed.

68-1-3 CHENEY HALL CONSTRUCTION WORK

Mr. Voorhees made a motion to accept the following contracts for Cheney Hall Construction work as recommended by architects:

(a) Glenn's Mechanical - mechanical contractor

(b) Crampton Electric Co. - electrical contractor

The motion was seconded by Mr. Erickson and it was passed.

68-1-4 SABBATICAL LEAVES FOR 1968

Mr. Voorhees moved that Sabbatical Leaves be granted to 10 faculty members in 1968 as outlined in the attached material, subject to feasibility of replacement within the \$60,000 established by the budget. Mr. Erickson seconded the motion and it passed.

68-1-5 NEW ADMINISTRATIVE POSITIONS

A motion was made by Mr. Voorhees to approve position titles of Director of Facilities Planning and Construction and the Associate in Facilities Planning and Construction as presented in the Administrative Model previously approved. The motion was seconded by Mr. Erickson and passed.

68-1-6 RECOGNITION OF FRATERNITIES

Mr. Erickson made a motion to extend the Board's action of August, 1965 (see attached reference), suspending the condition for recognizing fraternities that requires the fraternity to provide a house where students can live. Mr. Erickson asked that this be extended for three years. Mrs. Morrison seconded the motion, and it passed.

68-1-7 INCREASE IN BOARD AND ROOM RATES

A motion was made by Mr. Erickson and seconded by Mrs. Morrison that the room and board rate be increased \$15 per quarter. Mr. Voorhees moved to add a directive from the Board of Trustees to the administration to bring their report up to date for review of the rate in seven months. Mr. Erickson seconded the motion as amended, and it was passed.

68-1-8 FRESHMEN TO LIVE ON CAMPUS

Mrs. Morrison made a motion that the College require entering freshmen to live in College residence halls unless they are over 21 years of age, live with their parents, or are married. The motion was seconded by Mr. Voorhees and was passed.

68-1-9 STREETER HALL CHANGE ORDER #6-G

A motion was made by Mr. Erickson to approve the Streeter Hall Change Order #6-G, Halvorson Construction Co., in the amount of \$11,615 to make it a more flexible residence hall so that it may be used on a more versatile basis, and that the contract be extended by 45 calendar days. The motion was seconded by Mr. Voorhees and was passed.

68-1-10 TRANSCRIPT FEES

Mrs. Morrison made a motion to eliminate the \$1.00 charge for extra transcripts and to replace this by the \$4.00 charge now made to all students at the time of graduation. Mr. Erickson seconded the motion and it passed.

68-1-11 SALE OF HOUSING AND DINING FACILITY BONDS OF 1966

Mr. Erickson made a motion to accept the bid from the Department of Housing and Urban Development of 3% per annum on the Housing and Dining Facility Bonds of 1966. Mr. Voorhees seconded the motion and it was passed. (see attached resolution)

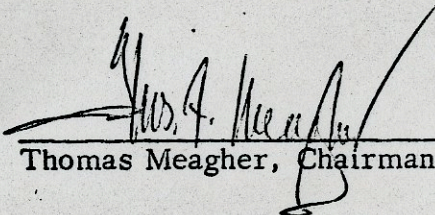
EXECUTIVE SESSION

Several matters were informally discussed in a brief executive session.

ADJOURNMENT

The meeting adjourned at 9:50 P. M.

APPROVED:


Thomas Meagher, Chairman


John Lothspeich, Secretary

Eastern Washington State College

AGENDA FOR BOARD OF TRUSTEES MEETING

Chinook Room, Bath Hotel

Spokane, Washington

Business Meeting 7:30 P. M.

Friday, January 12, 1968

- I. Approval of Minutes of Previous Meeting (December 15, 1967)
- II. President's Report
- III. Personnel Actions (attached)
- IV. Policy & Procedure Recommendations
 - A. Business & Financial Affairs
 1. Bid Opening for the Sale of Housing & Dining Facility Bonds of 1966.
(Scheduled for 7:30 P. M.) All bids received will be brought to the meeting.
 - B. Building Planning & Construction
 1. Review by architect, Kenneth Brooks, of the schematic plans for the Student Union Building. Approval of the schematic plans and authorization for the architects to proceed with development of the final preliminary plans is recommended.
 2. Recommendation of preliminary acceptance on the following contracts for Cheney Hall construction work as recommended by architects:
 - (a) Glenn's Mechanical - mechanical contractor
 - (b) Crampton Electric Co. - electrical contractor
 - C. New Business
 1. Sabbatical Leaves for 1968. The President recommends that the Sabbatical Leaves be granted to 10 faculty members as outlined in the attached material, subject to feasibility of replacement within the \$60,000 established by the budget.
 2. Recommendation by the President for approval of administrative positions in accord with the Administrative Model previously presented:
 - (a) Director of Facilities Planning and Construction (To replace the present position of Associate Director of Research). The person holding this position reports administratively to the Director of Development and Planning. However, due to the nature of the duties involved, the Director of Facilities, Planning, and Construction consults directly with the President, deans, faculty, and administrative officers of the college as required.
 - (b) Associate in Facilities Planning and Construction (New Position). The person holding this position possesses training and experience in the field of architecture. He reports to the Director of Facilities, Planning and Construction.

- IV. C. 3. Recommendation that the Board extend for three years their action of August, 1965 (see attached reference), suspending the condition for recognizing fraternities that requires the fraternity to provide itself a house where students can live.
4. a. Recommendation that the room and board rate be increased \$15 per quarter (see attachment).
- b. Recommendation that the College require entering freshmen to live in College residence halls, with the following exceptions:
- i. Those over 21 years of age.
 - ii. Those living with their parents.
 - iii. Those who are married.
5. Recommendation of approval of Streeter Hall Change Order #6-G, Halvorson Construction Co., in the amount of \$11,615 to make it a more flexible residence hall so that it may be used on a more versatile basis. (See attachments: (1) Memo from Director of Housing; (2) Letter from architect; (3) Streeter Hall Contingency Fund report.)
6. Recommendation of elimination of \$1.00 charge for extra transcripts to be replaced by \$4.00 charge made to all students at time of graduation.
- Explanation: This will eliminate delays and cost of billing for transcript requests by alumni. The registrar has demonstrated that it will not create an additional operating expense.

V. Informational Items

- A. Sabbatical Leave Report of Mr. Fred Johns (to be distributed).
- B. Report of Purchase of Bonds (attached).
- C. General Counseling Report (to be distributed).
- D. Placement Report (to be distributed).

VI. Executive Session

VII. Adjournment

3. Personnel Actions

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Eastern Washington State College

SUPPLEMENTAL AGENDA

III. Personnel Actions

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