

2-16-1968

## Board of Trustees Minutes, February 16, 1968

Eastern Washington State College

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Eastern Washington State College

MINUTES OF BOARD OF TRUSTEES MEETING

Camlin Room, Ridpath Hotel  
Spokane, Washington  
February 16, 1968

The Board of Trustees of Eastern Washington State College held a business meeting on Friday evening, February 16, 1968, in the Camlin Room, Ridpath Hotel, Spokane, Washington. The meeting was called to order by Chairman Thomas Meagher at 7:30 P. M. with the following present:

Members:

Mr. Melvin Voorhees  
Mr. Harvey Erickson  
Mr. Robert Brachtenbach  
Mr. Thomas Meagher

Staff:

Dr. Emerson Shuck  
Mr. Fred Johns  
Dr. George Kabat  
Mr. Henry Koslowsky  
Dr. Wayne Loomis  
Dr. John Douglas  
Dr. Daryl Hagie  
Miss Betty Ohrt  
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. Fred Hansen, State Farm Insurance Company  
✓ Mr. James McTigue, McGovern & Carroll Insurance Company  
✓ Mr. Jack Higgins, College's broker of record  
✓ Mr. Bill Marshall, Marshall & Musgrove, Architects  
✓ Mr. Bob Musgrove, Marshall & Musgrove, Architects  
✓ Mr. Kenneth Brooks, Brooks & Associates, Architects  
✓ Mr. Kim Barnard, Barnard & Holloway, Architects  
✓ Mr. Dayton Holloway, Barnard & Holloway, Architects

68-2-12 MINUTES

Mr. Erickson moved that the minutes of the January 12, 1968, meeting be approved. Mr. Voorhees seconded the motion and it was passed.

PRESIDENT'S REPORT

Dr. Shuck reported that the Legislative Budget Committee, which had planned to be on campus February 16 and 17, have postponed their visit until June 21, 1968.

The President stated that the highlights of the Joint Boards were the discussion of athletics costs, changing of the college's name, and the cost of textbooks. A critique on expenditures for athletics, prepared by Dave Holmes, was presented to the Board for their inspection. (Copy attached)



Dr. Shuck said that the initial meeting with the Cheney City Council was held for the purpose of cooperative, short and long-range planning, as anticipated growth problems will affect both the city and the college.

It was also reported by Dr. Shuck that the Advanced Research Associates (three consultants for the purpose of evaluating and advising our data processing and computer facilities and functions) visited Eastern on January 29 through February 2.

Dr. Shuck indicated that planning for the Baccalaureate Nursing Program is going ahead and Dr. Terrell, President of Washington State University, will be announcing soon that the Colleges involved will accept students into the program in the fall of 1969, subject to appropriate financing arrangements.

Recent gifts and bequeaths have been received as follows:

Streeter Scholarships	\$1309
Thermal Conduits, Inc., Kirkland	50
Bequest, yet to be probated	5000

#### 68-2-13 PERSONNEL ACTIONS

Mr. Erickson made a motion to approve all appointments, resignations, changes in status, tenure, retention, and the appointment of the staff for summer quarter. These include the items listed on the supplemental agenda. Mr. Voorhees seconded the motion and it was passed. (Copy of retention, tenure and summer quarter staff attached)

##### Appointments

##### Academic

MacMillan, Mary B., Visiting Instructor in Education and Psychology for  
Winter Quarter, \$425 Total

Melhuish, Betty, substitute teaching at the Campus School at a rate of \$25 a day

##### Academic Year 1968-69

Sampson, Dick T., Assistant Professor in Psychology, \$10,763 total

Atwood, Robert W., Assistant Professor in Psychology, \$10,478 total

(Salary will be \$11,025 with Ph.D.)

Garipey, Robert J., Associate Professor of English & Humanities. Salary  
to begin at Step 10, \$12,128 for nine months.

Carr, Ruth Richardson, Visiting Asst. Prof. of Music for 68-69. \$9043 total.  
She will replace Wesley Westrum during his sabbatical leave.

McLarren, George, M.D., Physiatriest-Lecturer in Physical Education for  
12 months, 10% of the time, \$1,200 total

Moore, Michael Leo, Instructor in Business and Industry, 100% of the time for nine  
months, \$8,715 total

Smith, Grant W., Assistant Professor of English, 100% of the time for nine  
months, \$9,382 total. (Salary to be \$10,500 upon completion of  
Ph.D.)



PERSONNEL ACTIONS (Continued)

Non-academic

Ash, William, Stores Clerk for the Science Division, January 17, 1968, <sup>x</sup>  
\$390 per month. Replacing J. Hodson  
Braman, Harold, Budget Analyst for the Business Office, January 2, 1968,  
\$601 per month. This is a new position.  
Gaines, Vance, Custodial Worker I for the Physical Plant, January 8, 1968  
\$373 per month. Replacing Mike Flannigan  
Gramps, James, Custodial Worker I for the Physical Plant, January 15, 1968  
\$373 per month. Replacing Vance Gaines  
May, Sharon, Programmer I for Data Processing, January 4, 1968  
\$527 per month. Replacing Sherry Olson.  
Mugaas, Mae, Vari-Type Operator for Purchasing, January 2, 1968,  
\$328 per month. This is a new position.  
Murphy, Diane, Secretary-Steno I for Industrial Arts, January 5, 1968  
\$358 per month. This is a new position on an eleven month basis.  
Palmer, Ruth, Account Clerk II for the Business Office, January 2, 1968  
\$424 per month. Replacing Pat Tonkin  
Sebright, Shirley, Secretary-Steno I for Business & Industry, January 22, 1968  
\$358 per month. This is a new position on an eleven month basis.

Resignations

Academic

Edwards, Marian, Graduate Teaching Assistant in HPE. Leaving because  
of maternity. A replacement for the position will be sought for spring quarter.  
Freeborg, Donald H., Graduate Teaching Fellowship--being cancelled.  
He has accepted a position in Spokane.

Non-academic

Byrne, Irene, Food Service Worker II for Tawanka Commons, effective  
January 26, 1968  
Tonkin, Pat, Account Clerk II for the Business Office, effective December 31, 1967,  
To be paid for 7 7/8 days of accrued leave.  
Hodson, Janet, Stores Clerk for the Science Division, effective January 19, 1968.  
To be paid for 11 1/8 days of accrued leave.  
Gaines, Vance, Custodial Worker I for the Physical Plant, effective January 8, 1968.

Change in Status

Academic

Powers, Dr. Walter L., Professor of Education and Psychology. From full-time  
professor to one-half time professor and one-half time NDEA Elementary  
School Guidance and Counseling Institute.



PERSONNEL ACTIONS (Continued)

Change in Status

Administrative

- Kabat, George, from Dean of Faculty to Dean of Academic Affairs, effective immediately,
- Kennedy, Kenneth, from Admissions Officer to Director of Planning and Development, effective March 1, 1968.
- Chatburn, Joseph, from Coordinator of Summer Session to Dean of Special Programs, effective July 1, 1968
- Hartman, Russell, from Budget Officer to Assistant Business Manager, effective immediately.
- Loomis, Wayne, from Associate Director of Research to Director, Facilities Planning and Construction, effective immediately.

Non-academic

- Benshoff, Dolores, Food Service Worker I to Cook I at Tawanka Commons. \$301 to \$373 per month replacing Edna Schroder, effective January 1, 1968
- Cooley, Dana, Library Assistant I to Library Assistant II for Kennedy Library. \$373 to \$462 per month. Reclassification effective January 1, 1968
- Delabarre, Paul, Heating Plant Supervisor to Mechanic Maintenance Supervisor for the Physical Plant, \$747 to \$816 per month, effective January 1, 1968
- Fausett, William, Maintenance Mechanic II for the Physical Plant, \$685 to \$715 a month. Rate Range Change effective January 1, 1968
- Fox, Dennis, Groundskeeper to Gardener for Physical Plant, \$443 to \$462 per month, Reclassification effective January 1, 1968
- Hagy, Lynda, Registration Clerk I to Registration Clerk II for the Registrar's Office, \$328 to \$390 per month. effective January 1, 1968
- Weghorst, Edwina, Certification Clerk for Education to Secretary-Steno II for ICC. Salary will remain at \$443, effective January 22, 1968. She is exchanging positions with Anne Wirth.
- Wirth, Anne, Secretary-Steno II for ICC to Certification Clerk for Education, salary will remain \$424, effective Jan. 22, 1968. Exchanging position with Mrs. Weghorst
- Deininger, Kathleen T., from Library Assistant I to Assistant Librarian until August 9, 1968. From \$424 to \$495 a month.

68-2-14 MECHANICAL CONTRACT ON MARTIN HALL

Mr. Voorhees moved and Mr. Erickson seconded the motion that the mechanical contract held by Gale Mechanical Contractors, Inc. on Martin Hall be accepted with waiver of the liquidated damages clause. The contract has been completed. The motion was passed.

68-2-15 MECHANICAL CONTRACT ON KENNEDY LIBRARY

A motion was made by Mr. Erickson to accept the completed mechanical contract of Warren Little and Lund, Inc. on John F. Kennedy Library building with waiver of liquidated damages clause. Mr. Voorhees seconded the motion and it was passed.



68-2-16 SEATING CONTRACT ON KENNEDY LIBRARY

Mr. Erickson moved to accept the completed seating contract for Kennedy Library auditorium by Northwest Interiors, Inc. with waiver of the liquidated damages clause. Mr. Voorhees seconded the motion and it was passed.

68-2-17 DRAWINGS ON PATTERSON HALL

Mr. Erickson moved to permit authorization to proceed with the working drawings and bidding documents for Phase I of Patterson Hall. Barnard and Holloway, Architects, presented the schematic and preliminary plans. Mr. Brachtenbach seconded the motion and it was passed.

68-2-18 STUDENT UNION BUILDING

Mr. Brachtenbach made a motion to provide authorization to proceed with the working drawings and bidding documents on the Student Union Building. Kenneth Brooks, Architect, presented the final preliminary plans on the building. Mr. Voorhees seconded the motion and it was passed.

68-2-19 CAMPUS SCHOOL WING

It was moved by Mr. Erickson and seconded by Mr. Voorhees to approve the appointment of George Rasque and Associates, Architects, to begin plans for the Campus School Wing. The motion was passed.

68-2-20 BUILDING FOR DIVISION OF BUSINESS

Mr. Brachtenbach made a motion to appoint Carlson and James, Architects, to begin plans for an instructional building to house the Division of Business and Industry. The motion was seconded by Mr. Voorhees and it was passed.

(In regard to the two above motions, Mr. Brachtenbach suggested that the administration refine the recently adopted selection procedure for retaining architects. The Chairman directed the administration to define the priorities in presenting recommendations on architects to the Board.)

DESIGN FOR PRESIDENT'S HOME

It was decided by the Board to table the item concerning the selection of an architect to advise on planning the new home for the President.

CHANGE ORDER ON HARGREAVES HALL

Since the President is authorized to approve change orders, no action was necessary to approve the new vinyl asbestos floor tile in Hargreaves Hall Home Economics area in the amount of \$672.



68-2-21 COLLEGE INSURANCE PROPOSALS

Mr. Brachtenbach moved to accept the insurance proposal of Phoenix of Hartford Insurance Co. in the amount of \$9887 as presented by Jack Higgins of S. J. Higgins Co., the College's broker of record. Mr. Erickson seconded the motion and it was passed. Proposals were also presented by Mr. Fred Hansen of State Farm Insurance and James McTigue of McGovern and Carroll. (See attachments.)

68-2-22 CONDEMNATION OF PROPERTY FOR HEATING PLANT

A motion was made by Mr. Voorhees and seconded by Mr. Erickson to accept the resolution condemning Lots 1,2,3,4,5,6,7,8,9, and 10 and that portion of the vacated Washington Street in Block 24, Reservoir Park Addition to the City of Cheney, Spokane County, Washington. This property is the site of the proposed heating plant. The motion was passed. (Resolution attached.)

68-2-23 INCREASE IN INTER\_FUND LOAN

The Board previously authorized an inter-fund loan of \$65,500 from the Student Union Assessment Account of the Associated Student Fund to the Local Plant Fund to cover the costs of preliminary architectural design on the new Student Union Building. Mr. Brooks has been authorized to proceed with working drawings and it is necessary to increase the inter-fund loan by \$62,500 in order to cover his contract for full fees for re-design. Mr. Erickson moved and Mr. Voorhees seconded the motion that the inter-fund loan be increased by \$62,500. The motion was passed.

68-2-24 STREETER HALL LOAN AGREEMENT

Mr. Voorhees moved to accept the resolution amending the Streeter Hall Loan Agreement by changing Section 4, Description of the Project. The motion was seconded by Mr. Erickson and it was passed. (Copy of Agreement is attached.)

68-2-25 MONROE HALL FOR FACULTY OFFICES

It was moved by Mr. Voorhees and seconded by Mr. Erickson that Monroe Hall be used for faculty offices after the 1967-68 academic year. The motion was passed. (See attachment.)

68-2-26 WOMEN'S HOURS

A motion was made by Mr. Erickson that there be no set hours for senior, junior, sophomore, or women students 21 years of age or over and that current closing hours will be maintained for freshmen women students. The motion was seconded by Mr. Voorhees and it was passed. (See attachment.)



#### 68-2-27 POLICY ON STUDENT CONDUCT

It was moved by Mr. Brachtenbach and seconded by Mr. Voorhees that the Board of Trustees will accept the following as policy:

"The College cannot condone violations of federal and state laws. Conduct detrimental to either the student or the College following the use of drugs or for violations of other state or federal law, makes the student subject to suspension from the college. Each case will be reviewed individually and appropriate action taken. (This is an excerpt from Dean Hagie's statement of June 27, 1967, which is attached.)

#### 68-2-28 POLICIES AND PROCEDURES OF ADVISORY COUNCIL IN BUSINESS & INDUSTRY

Mr. Erickson moved to accept the Policies and Procedures for the Operation of Eastern Washington State College Advisory Council in Business and Industry. Mr. Voorhees seconded the motion and it was passed. Mr. Voorhees also suggested that it may be appropriate to recommend to the Business and Industry Advisory Council that they might want to consider expanding to some extent the geographical area from which they draw their membership.

Mr. Erickson moved to approve the appointment of Jack Griffith from the Spokane Chamber of Commerce to replace Hamilton Owen, deceased. Mr. Voorhees seconded the motion and it was passed.

#### INFORMATION ITEMS

Audit reports showing cash receipts for December, 1967, and January, 1968, use of surplus cash investments, and the closing of Dressler Hall Construction Fund were distributed to the members. Out of State Travel for the period of January 12 through February 5 was submitted for the Board's inspection.

Dr. Loomis submitted a memo outlining the proposed Showalter Hall Remodeling.

Dr. Kabat submitted a report on student enrollment. Also included for the Board's inspection was a letter from the Attorney General's office relating to application of the Collective Bargaining Act to the College faculty. In addition there was included a biographical sketch on Dr. Loren Eiseley, a notice of the meeting of governing Boards, and a report of Louis Grafious' Sabbatical Leave.

#### EXECUTIVE SESSION

An executive session was held after the regular business meeting.

#### ADJOURNMENT

The Board of Trustees meeting adjourned at 9:50 P. M.

#### APPROVED

---

Thomas Meagher, Chairman

---

John Lothspeich, Secretary



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APPROVED

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Thomas Meagher, Chairman

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Eastern Washington State College  
AGENDA FOR BOARD OF TRUSTEES MEETING  
February 16, 1968  
Camlin Room, Ridpath Hotel, Spokane, Washington

- I. Approval of minutes of previous meeting (January 12, 1968)
- II. President's Report
- III. Personnel Actions (See attached)
- IV. Policy & Procedure Recommendations
  - A. Building Planning and Construction (See attachment)
    - ✓ 1. Recommend final acceptance of mechanical contract held by Gale Mechanical Contractors, Inc., with waiver of the liquidated damages clause. The contract has been completed.
    - ✓ 2. Recommend acceptance of the completed mechanical contract of Warren Little and Lund, Inc. on Kennedy Library building with waiver of liquidated damages clause.
    - ✓ 3. Recommend acceptance of the completed seating contract for Kennedy Library auditorium by Northwest Interiors, Inc. with waiver of the liquidated damages clause.
    - ✓ 4. Request authorization to proceed with the working drawings and bidding documents for Phase I of Patterson Hall. Barnard and Holloway, Architects, will present the schematic and preliminary plans.
    - ✓ 5. Request authorization to proceed with the working drawings and bidding documents on the Student Union Building. Kenneth Brooks, Architect, will present the final preliminary plans on the building.
    - ✓ 6. Recommend appointment of George Rasque and Associates, Architects, to begin plans for the Campus School Wing.
    - ✓ 7. Recommend appointment of Carlson and James, Architects, to begin plans for an instructional building to house the Division of Business.
    - Tabled 8. Selection of an architect to design the new home for the president. The selection should be made no later than the March meeting.
    - ✓ 9. President Shuck approved the Change Order to provide new vinyl asbestos floor tile in Hargreaves Hall Home Economics area in the amount of \$672.



B. Business & Financial Affairs

- ✓ 1. College Insurance proposals to be presented (See attachments)
- ✓ 2. Condemnation of property to acquire heating plant site (See attachment)
- ✓ 3. Increase in Inter-fund Loan. The Board previously authorized an inter-fund loan of \$65,500 from the Student Union Assessment Account of the Associated Student Fund to the Local Plant Fund to cover the costs of preliminary architectural design on the new Student Union Building. Mr. Brooks has been authorized to proceed with working drawings and it is necessary to increase the inter-fund loan by \$62,500 in order to cover his contract for full architectural services including approximately \$22,000 in extra fees for re-design. This will make the total loan \$128,000. The loan will be repaid from the proceeds of the bonds to be sold for financing of a new Student Union Building.
- ✓ 4. Resolution amending Streeter Hall Loan Agreement. (See attachment)

C. New Business

- ✓ 1. Recommendation that Monroe Hall be used for faculty offices. (See attachment)
- ✓ 2. Recommendation that there will be no set hours for senior, junior, sophomore, or women students 21 years of age or over and that current closing hours will be maintained for freshmen women students. (See attachment)
- ✓ 3. Recommendation that the Board of Trustees accept the following as policy:  
 "The College cannot condone violations of federal and state laws. Conduct detrimental to either the student or the college following the use of drugs or for violations of other state or federal law, makes the student subject to suspension from the college. Each case will be reviewed individually and appropriate action taken."  
 (See Dean Hagie's Statement of 6-27-67)
- ✓✓ 4. Recommend acceptance of Policies and Procedures for the Operation of Eastern Washington State College Advisory Council in Business and Industry. (See attachment)

✓ 5. Authorize Board to AGB.

✓ Jack Griffith - Chamber of Commerce, replaced Hamilton River, deceased

V. Informational Items

- |   |                                       |
|---|---------------------------------------|
| A. Cash Receipts of December, 1967            | F. Out of State Travel                |
| B. Cash Receipts for January, 1968            | ✓ G. Report on Student Enrollment     |
| C. Surplus Cash Investments                   | H. American Federation of Teachers    |
| D. Closing of Dressler Hall Construction Fund | I. Biographical Sketch on Dr. Eiseley |
| E. Showalter Hall Remodeling                  | ✓ J. Meeting of Governing Boards      |
|   | K. Report of Louis Grafious Leave     |

VI. Executive Session

VII. Adjournment



### III. Personnel Actions (Continued)

#### Resignations

##### Non-academic

Byrne, Irene, Food Service Worker II for Tawanka Commons, effective January 26, 1968

Tonkin, Pat, Account Clerk II for The Business Office, effective December 31, 1967, To be paid for 7 7/8 days of accrued leave.

Hodson, Jannet, Stores Clerk for the Science Division, effective January 19, 1968. To be paid for 11 1/8 days of accrued leave.

Gaines, Vance, Custodial Worker I for the Physical Plant, effective January 8, 1968.

#### Change in Status

##### Academic

Powers, Dr. Walter L., Professor of Education and Psychology. From full-time professor to one-half time professor and one-half time NDEA Elementary School Guidance and Counseling Institute.

##### Administrative (See attached descriptions)

Kabat, George, from Dean of Faculty to Dean of Academic Affairs, effective immediately.

Kennedy, Kenneth, from Admissions Officer to Director of Planning and Development, effective March 1, 1968.

Chatburn, Joseph, from Coordinator of Summer Session to Dean of Special Programs, effective July 1, 1968

Hartman, Russell, from Budget Officer to Assistant Business Manager, effective immediately.

Loomis, Wayne, from Associate Director of Research to Director, Facilities Planning and Construction, effective immediately.

##### Non-academic

Benshoff, Dolores, Food Service Worker I to Cook I at Tawanka Commons.

\$301 to \$373 per month replacing Edna Schroder, effective January 1, 1968

Cooley, Dana, Library Assistant I to Library Assistant II for Kennedy Library.

\$373 to \$462 per month. Reclassification effective January 1, 1968

Delabarre, Paul, Heating Plant Supervisor to Mechanic Maintenance Supervisor for the Physical Plant, \$747 to \$816 per month, effective January 1, 1968

Fausett, William, Maintenance Mechanic II for the Physical Plant, \$685 to \$715 per month. Rate Range Change effective January 1, 1968

Fox, Dennis, Groundskeeper to Gardener for Physical Plant, \$443 to \$462 per month. Reclassification effective January 1, 1968

Hagy, Lynda, Registration Clerk I to Registration Clerk II for the Registrar's Office, \$328 to \$390 per month, effective January 1, 1968.

Weghorst, Edwina, Certification Clerk for Education to Secretary-Steno II for ICC. Salary will remain at \$443, effective January 22, 1968. She is exchanging positions with Anne Wirth.

Wirth, Anne, Secretary-Steno II for ICC to Certification Clerk for Education, salary will remain \$424, effective January 22, 1968. Exchanging positions with Mrs. Weghorst

Deiningner, Kathleen T., from Library Assistant I to Assistant Librarian until September 1, 1968. From \$424 to \$462 per month. (See supplemental Agenda for correction)

Retentions--See attached memorandum from the Dean of Faculty

Tenure -- See attached memorandum from the Dean of Faculty



### III. Personnel Actions

#### Appointments

##### Academic

MacMillan, Mary B., Visiting Instructor in Education and Psychology for Winter Quarter, \$425 Total

Melhuish, Betty, substitute teaching at the Campus School at a rate of \$25 per day

##### Academic Year 1968-69

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She will replace Wesley Westrum during his sabbatical leave.

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##### Academic

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Freeborg, Donald H., Graduate Teaching Fellowship--being cancelled.  
He has accepted a position in Spokane.



SUPPLEMENTAL AGENDA

February 16, 1968

III. Personnel Actions (Supplemental)

Change in Status

Non-academic

Deininger, Kathleen T., amendment to Personnel Action previously sent to the Board. Salary will be \$495 rather than \$462 per month. Employment as Assistant Librarian will end August 9, 1968, when she will return to her former position as Library Assistant I.

Resident Faculty--Summer Quarter. See attached list for recommendation for Summer Quarter employment.



MINUTES OF BOARD OF TRUSTEES MEETING  
Executive Session  
January 12, 1968

The Board held an executive session after the regular business meeting.

Mr. Meagher asked why payment had been withheld from Warren, Little, and Lund, mechanical contractors on Kennedy Library. He was informed that the architects had not certified the satisfactory completion of the contract.

Mr. Voorhees indicated concern over the rising cost of books to students. He stated that he would like to see a schedule of the cost of books over the past five to ten years.

The meeting adjourned.



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Non-academic

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*Robert M. M. — Certification Officer*