

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

May 22, 1942.

The regular meeting of the Board of Trustees was held on Friday, May 22, 1942, at 3:30 P. M. in the President's office. Those present were Dr. W. D. Kirkpatrick, Chairman, Mr. Verne Branigin, Secretary, Mr. Steve Saunders, and President W. W. Haggard. The minutes of the previous meeting were read and approved.

## COMPLETION OF CAMPUS ELEMENTARY SCHOOL BUILDING

John Paul Jones, Architect, reported that the Campus Elementary School building had now been completed except for odds and ends. Regarding the heating pipes underneath the kindergarten, and first and second grade units that have corroded, Mr. Jones stated that a solution would be recommended at the earliest possible date. It was agreed to contract for the levelling of the frontage around the building, that black dirt for terraces be purchased, and a temporary walk laid.

## HOGGED FUEL RECOMMENDED

John Paul Jones recommended that the use of hogged fuel in the heating plant be continued, in preference to changing to the use of other fuel.

## WAR PRODUCTION BOARD MAY REQUISITION BOILERS

John Paul Jones reported that C. C. Moore & Company, Engineers, informed him recently that the new boilers now stored near the heating plant may be requisitioned by the War Production Board.

## STUDENT FEES INCREASED FOR 1942-1943

Increases in student fees for 1942-43 were approved as follows:

Health Fee to be increased from two (\$2.00) dollars a quarter to two (\$2.50) dollars and fifty cents a quarter.

Klipsun Fee to be increased from one (\$1.00) dollar a quarter to one dollar and (\$1.50) fifty cents a quarter.

## PROPERTIES FOR SALE

The property at the junction of 21st Street and Sehome Drive, owned by Edna J. Hollister, may be purchased for twelve hundred (\$1200.00) dollars. Smith, Livesey & Wright, Realtors, are investigating the possibility of our acquiring the property on High Street between the tennis courts and Cedar Street. Mr. Percy Livesey is of the opinion that this property can be obtained at a price that would not be excessive.

## REQUEST FOR RELEASE OF FUNDS FOR REPAIRS

The President was instructed to request Governor Langlie for the release of fourteen hundred (\$1400.00) dollars for repairs to be made to the gymnasium at the rear of the Main Building, and the pre-nursing education laboratory, from our appropriation of \$6000.00 for Repairs, Buildings, and Equipment, Chapter 234, Laws of 1941.

## LEAVES OF ABSENCE FOR FACULTY CALLED TO SERVICE IN U. S. ARMED FORCES

The following resolution was passed regarding the contractual status of members of the faculty called to service in the armed forces of the United States:

BE IT RESOLVED, That members of the faculty upon call to war service be granted leaves of absence, provided that the individuals on leave keep the administration informed of plans for return to civilian life, if known; and that resumption of service at the College be at the beginning of an academic year, unless other arrangements can be made with substitutes employed during the absence of regular members of the faculty.

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APPLICATION FOR APPROVAL BY AMERICAN ASSOCIATION OF UNIVERSITY WOMEN

It was agreed that formal application be sent to the Secretary of the Committee on Membership and Maintaining Standards of the American Association of University Women, Washington, D. C., for approval of Western Washington College of Education, which, if granted, will allow the graduates of the College holding the degree of bachelor of arts in education the privilege of membership in the American Association of University Women.

RESIGNATION OF MARY OSSINGER

The resignation of Mary Ossinger, instructor in prenursing education, was accepted as of September 30, 1942. The President reported that he is finding it difficult to secure an instructor to fill the position on the faculty which Mrs. Ossinger's resignation leaves vacant.

APPOINTMENT OF ALAN ROSS

The appointment was approved of Alan Ross, A. M., Yale University, at a salary of twenty-four hundred (\$2400.00) dollars a year beginning September 14, 1942, to succeed Dr. Paul R. Grim in the Campus Junior High School, Social Studies.

RETIREMENT OF MRS. A. C. JACKSON

Postponement for two years, until 1944, of the retirement of Mrs. A. C. Jackson, janitress, was discussed. Mrs. Jackson has now passed the age for retirement. She has been in the employ of the College for nineteen (19) years, since 1923; and in the employ of the State of Washington for twenty-eight (28) years, having taught in the public schools of the state prior to her employment here in 1923. In order to receive the full \$40 a month at retirement from the State Teachers Retirement Fund, thirty years of service are required. For this reason Mrs. Jackson requests the postponement of her retirement for two years, when she will have completed the required thirty years of service in the state. No decision was reached in this matter.

INCREMENTS IN SALARIES

Increments were approved in salaries, as of April 1, 1942, of \$100.00 each for twenty-seven (27) members of the staff, and one of \$140.00, totalling twenty-eight hundred and forty (\$2840.00) dollars, as follows:

	Present Salary	Increment	Total Salary
Mira Booth	\$ 2500	\$ 100	\$ 2600
Donald Bushell	2900	100	3000
Katherine Casanova	2600	100	2700
Nora B. Cummins	3300	100	3400
Irene M. Elliott	2600	100	2700
Emma S. Erickson	3000	100	3100
Ramon T. George	2100	100	2200
Virginia E. Hawk	2000	100	2100
Herbert R. Hearsey	2400	100	2500
Robert B. Holtman	2400	100	2500
Thomas F. Hunt	3150	100	3250
Ruth Melendy	2500	100	2600
Parl Merriman	2600	100	2700
Ruth E. Platt	2700	100	2800
Lorraine Powers	2000	100	2100
Charles M. Rice	2200	100	2300
Charlotte M. Richardson	2900	100	3000
Miriam Snow	2600	100	2700
Leona Sundquist	2900	100	3000
S. J. Buchanan	2260	140	2400
Orlena Young	1260	100	1360
George W. Sperry	1900	100	2000
P. W. Griffith	1420	100	1520
Chester Morrell	1420	100	1520
J. A. Van Etten	1420	100	1520
George A. Dack	1540	100	1640
W. C. Ensign	1600	100	1700
B. H. Van Etten	1420	100	1520

CLERICAL HELP FOR STUDENT LOAN FUND

In accordance with the recommendation of the Faculty Student Loan Fund Committee made in a report to the Board of Trustees on February 16, 1942, action was taken that the item of fifty (\$50.00) dollars a month, six hundred (\$600.00) dollars a year, levied against the fund for clerical help (half the salary of an assistant in the Business Office) be transferred to the state payroll as of April 1, 1942.

PROGRAM FOR COMMENCEMENT WEEK JUNE 6-12, 1942

The President announced the program for Commencement week, June 6-12, 1942, as follows:

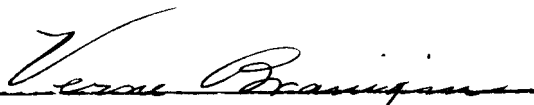
- Saturday June 6, 7 P. M., Alumni Banquet, Edens Hall
- Sunday June 7, 4 P. M., Baccalaureate Service. Address by Reverend Harold V. Jensen, Pastor of the First Baptist Church, Seattle. Tea for the faculty at the President's residence.
- Tuesday June 9, 11 A. M., Class Day Exercises. Tea at 4 P. M. for the graduates at the President's residence.
- Thursday June 11, 8:30 P. M., Faculty Reception to graduates, their parents, and friends, in the Blue Room at Edens Hall.
- Friday June 12, 10 A. M., Commencement Exercises. Address by Dr. G. G. Sedgewick of the University of British Columbia.


It was agreed that Mr. Saunders would represent the trustees at the Commencement Exercises on Friday June 12.

BILLS WERE AUDITED AND ALLOWED AS FOLLOWS:

Voucher checks No.	34850	-	35082	Local
Voucher checks No.	16811	-	16877	Edens Hall
Voucher checks No.	4915	-	5009	Associated Students
Voucher checks No.	671	-	746	State

ADJOURNMENT

  
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 VERNE BRANIGIN, SECRETARY

  
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 W. D. KIRKPATRICK, CHAIRMAN