

11-9-1984

Board of Trustees Meeting Minutes 1984-11-09

Bowling Green State University

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REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Arthur G. Neal

Dr. Neal reported concerning the Role and Mission statement, the STRS Buy-Out Option, the Faculty Development Center and the appointment of an advisory committee and the fairly heavy agendas to be considered by the Faculty Senate this year.

Undergraduate Student Representative - Robert A. Wade

Mr. Wade reported concerning the goals of the Undergraduate Student Government (USG) for the coming year: 1) to increase communication with the administration; 2) to apprise the student body of issues affecting them; and 3) to support the rights of the undergraduate students. In addition, he noted the approval of the student government officers and the beginning of work on the Constitution, the institution of a voter registration drive, presentation of the Faculty Excellence Awards on August 27 and work with the City Council to make certain student rights are heard. He called attention to the purchase of a computer for the USG office.

Graduate Student Representative - Kory J. Tilgner

Mr. Tilgner discussed the Role and Mission statement's emphasis on research and the necessity to seek external funding. He said that a resources guide to external funding for graduate students is being planned.

EXECUTIVE SESSION

Chairman Ludwig proposed that the Board meet in executive session for about forty-five minutes to discuss personnel matters. Hearing no objection, the Chairman recessed the regular meeting at 11:03 a.m. and the members moved into executive session in the office of the Dean, College of Musical Arts.

The regular session was reconvened at 11:50 a.m. and the Chairman announced that the members had met in executive session to consider personnel matters and that no formal action was taken.

ANNOUNCEMENTS

Chairman Ludwig announced the date of the next regular meeting: Friday, November 9, 1984.

ADJOURNMENT

Chairman Ludwig adjourned the regular meeting at 11:52 a.m.

President

Secretary

Bowling Green, Ohio
November 9, 1984

In keeping with the official notice, the Board of Trustees met in Room 122, Jerome Library, with the following members present: Robert C. Ludwig, Chairman; M. Shad Hanna, Vice Chairman; Albert E. Dyckes; J. Warren Hall; Melvin L. Murray; Richard A. Newlove; Virginia B. Platt; William F. Spengler, Jr. Ann L. Russell was not present due to illness.

Also present were President Paul J. Olscamp; Philip R. Mason, Executive Assistant to the President and Secretary to the Board; Arthur G. Neal, Faculty Representative to the Board; Robert A. Wade, Undergraduate Student Representative to the Board; Kory J. Tilgner, Graduate Student Representative to the Board; Dwight Burlingame, Acting Vice President for University Relations; Eloise E. Clark, Vice President for Academic Affairs; Richard R. Eakin, Vice President for Planning and Budgeting; Mary M. Edmonds, Vice President for Student Affairs; Karl E. Vogt, Vice President for Operations; Paul R. Nusser, Treasurer; media representatives; and a number of observers.

Chairman Ludwig called the meeting to order at 10:10 a.m.; the Board Secretary called the roll and announced that a quorum was present.

MINUTES

No. 18-85

Mr. Murray moved and Mr. Hanna seconded that the minutes of the meeting of September 13, 1984, be approved as written. The motion was approved.

Dr. Platt asked that the official record include reason for or justification for any negative vote she may cast in the future. The Board Secretary stated that the instructions were so noted.

PRESIDENT'S REPORT

Dr. Olscamp reported as follows:

Fall Enrollment

Final enrollment figures for the Fall Semester have been tabulated. Headcount enrollment decreased on both the main campus and at Firelands, although for different reasons. The main campus headcount for Fall Semester is 16,690, which is 176 less than last Fall. This decrease is the result of a planned strategy to conform better to the enrollment ceiling placed upon the main campus by the state of Ohio. We are pleased with the results of our efforts to make this reduction. Firelands' enrollment for Fall Semester is 1,136, a decrease of 103 from last Fall. This decrease was not planned and is a source of concern. Preliminary headcount information from across the state suggests that two-year colleges have experienced a significantly greater decrease in headcount enrollment this year than the state universities. We will be monitoring this phenomenon closely and taking the necessary actions to improve enrollments at the Firelands College.

PRESIDENT'S REPORT (Continued)

Total Fall Semester headcount enrollment for the entire university, including the main campus, Firelands College, extensions, and study abroad programs is 18,220, which is 357 less than Fall, 1983.

Another important enrollment indicator for universities and colleges in Ohio is the FTE count. This number is determined by dividing the total number of student credit hours by 15, the assumed full-time credit hour load. The main campus FTE enrollment for Fall Semester, 1984 is 15,704, which is the same as last Fall. The Firelands College FTE enrollment is 660 this Fall, which is 22 less than Fall, 1983. FTE enrollment in extensions and study abroad programs is 209 this Fall, an increase of 18. Thus, the FTE total for the entire university is 16,573 in the Fall Semester, just 4 FTE less than last year.

STRS Early Retirement Incentive Plan

To date a total of 76 employees who are members of the State Teachers Retirement System have filed a statement of intent to retire from the university no later than September 1, 1985 under the provisions of the Early Retirement Incentive Plan. This plan, adopted earlier by the Board of Trustees, permits the university to purchase up to five years retirement service credit for eligible employees as a retirement incentive. Four of those who filed a statement of intent actually retired this past summer. Another fourteen have stated an intent to retire in December. The remaining 58 persons report that they intend to retire during the summer of 1985. Although we regret the loss of such a large number of our senior faculty, we are delighted that most of these individuals will continue to participate in our instructional activities, through the supplemental retirement program. We hope to plan some appropriate function during the Spring to show our gratitude to these faculty for their many years of dedicated service to the University.

Legislative Issues

During the last several weeks Phil Mason and I have met with seventeen State Senators or members of the House of Representatives including the leaders of both parties. The purpose of the meetings and discussions with the members of the Ohio General Assembly has been to discuss issues relevant to Bowling Green State University and higher education in general including support for the budget proposed by the Ohio Board of Regents, removal of the 20% local pick-up requirement for construction of academic buildings and reducing the percent of education costs borne by the students from about 44% to about 36% by the end of the biennium. The national average for costs to the student is 30%.

NDSL (National Direct Student Loan) Default Rate

I am happy to report that The National Direct Student Loan Default rate at BGSU for the 1983-84 fiscal year is 2.44 percent. Although this rate is slightly higher than 1982-83's default rate of 2.14 percent, it is still the lowest default rate in the State of Ohio.

Installment Payment Plan

The students at BGSU continue to see benefit in using the installment payment plan to help pay for educational expenses at BGSU which was put into effect last year. During the Fall of 1983 3,074 students participated in the plan while 4,078 have opted to participate for fall of 1984.

Grants and Contracts Awarded

The comparative numbers for the grants and contracts for October 31, 1984 month ending in 1984-85 as opposed to the same period in 1983-84 are as follows:

1983-84 - Total special projects grants and contracts = \$2,145,768.12.

1984-85 - Total special projects grants and contracts = \$2,510,202.72. The total for 1983-84 all grants and contracts = \$4,912,710.12 and total for 1984-85 = \$5,541,059.72. These totals include student aid grants for the respective years.

I will mention a couple of grants of particular interest: One was received by Professor Pietro Badia, of the Psychology Department from the U.S. Army Aeromedical Research Laboratory for \$102,455.00.

Dr. Badia's current research uses event-related potentials to infer central states that may be affected by sleep deprivation. Changes in central states such as alertness, sleepiness, or boredom, that occur as a result of sleep loss are of particular importance as one can imagine, to military aviation.

Another grant of interest is the one received by Professor Joseph Frizado of the Geology Department from the National Science Foundation of \$49,492.00. Several problems recently recognized within science education have been long standing problems within Earth Science education. These include poor teacher training, a lack of technically sophisticated exercises and computer illiteracy. These problems may be alleviated by a series of computer-based exercises in geohydrology for secondary school level Earth Science courses. Students will be introduced to the problem of hazardous waste disposal and in particular the geohydrological problems that a hazardous waste landfill can incur. The capstone of the exercise will be a computer simulation of a landfill site chosen by the students. Animation will be used to demonstrate the two dimensional extent of a pollutant given their choice of location and hydrologic conditions. The exercises will introduce the student to the scientific methods, inductive reasoning and increase their awareness of an important and controversial topic.

Weather Emergencies

With winter upon us discussions regarding weather emergencies have again moved to the front. The USG, VPAA, Committee on Academic Affairs and the Faculty Senate have approved a policy which states that if in the case of severe weather, an official agency such as the State Highway Patrol reports that hazardous driving conditions exist and that travel is not advised, then students who must commute to Bowling Green will be excused from classes without penalty.

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PRESIDENT'S REPORT (Continued)

Upon return to each affected class, the student should inform the faculty member of his or her inability to travel due to hazardous driving conditions.

Alumni Contribution Analysis for Period 1/1/84 to 9/30/84

I am happy to report that during the last nine month period Alumni contributions totaled \$356,488. This compares to \$302,941 for the same time period for 1983.

China

As most of you know, I recently spent 17 days in the People's Republic of China holding meetings with the Xi'an Foreign Language Institute, the Xi'an Highway Institute, Northwest University and Fudan University. I believe we laid the foundation for expanding the faculty and graduate student exchange programs with China.

We hope to add one faculty person from each institution to our existing program and will also add two graduate students. Right now, BGSU has four faculty visiting from China and three of our professors are visiting the Xi'an Institute in China.

As far as the Highways Institute is concerned, we hope to establish a mutually beneficial agreement relating to our Chemistry Department and the School of Technology. The Highways Institute is principally an engineering college whose main area of study is highway and/or road building.

The Fudan University in Shanghai is especially interested in taking a look at Bowling Green's Drosophila Species Resources Center. Next year a professor from Fudan will visit Bowling Green to study the Center with the intention of establishing a similar Center at the Fudan University. Fudan University is also very interested in expanding their areas of mathematics, physics, American history and journalism.

Northwest University has many similarities to that of an American college. Northwest has undergraduate programs, a master's level in a significant number of fields and provides a liberal arts education. We are hopeful, and it is highly probable that we will reach an exchange agreement with them by next fall.

All in all, I think we accomplished many beneficial things for Bowling Green State University. We look to the future with great expectations.

I might add that on December 8-11, 1984, a delegation from the People's Republic of China will visit Bowling Green State University. Professor Sun will head the delegation along with Professor Shen, both from Xi'an Institute. Two others are in the provincial level of higher education and not affiliated with Xi'an: Mr. Lu, Director of the Provincial Bureau of Higher Education; Mr. Li, Director of the Foreign Affairs Department Bureau of Higher Education will also visit Bowling Green. This delegation is scheduled to make stops at Brigham Young and Northern Illinois Universities.

Mr. Chairman, this concludes my report.

Following the report, Chairman Ludwig asked that President Olscamp report concerning his recent trip to China. Dr. Olscamp commented concerning the places visited during the trip, the economic condition of the country and the impressions received during contacts at their universities and from observations in traveling through the cities and the countryside.

Dr. Platt proposed the following action:

No. 19-85

Dr. Platt moved, Mr. Dyckes seconded, that the administration and the Faculty Senate explore the possibility of extending the early retirement program to later faculty "classes" as has been done by other state universities and bring back a report to the Personnel/Facilities Committee. The motion was passed.

PERSONNEL/FACILITIES COMMITTEE

Mr. Spengler made the statement that there was not a quorum at the meeting of the committee held on Thursday evening and that the schedule of agenda items would be considered at this time.

Personnel Changes since September 13, 1984, meetingNo. 20-85

Mr. Spengler moved and Mr. Dyckes seconded that approval be given to the Personnel Changes since September 13, 1984, as listed. The motion was approved.

ACADEMIC AREA

Resignations

Kathy Hsieh, Instructor of Computer Science; effective May 22, 1985; relocating with husband

Changes in Assignment, Rank and Salary

Judith Bentley, Associate Professor of Performance Studies, from \$17,195 to \$18,227 academic year rate; effective September 4, 1984; due to increased duties

Larry Ensinger, Instructor of Mathematics and Statistics, from \$2,640 to \$1,320; effective September 4, 1984; due to decreased duties

Herbert Greenberg, Professor of Speech with a joint appointment in the College of Health to Professor of Speech with a joint appointment in the College of Health and Acting Chair of Speech with a joint appointment in the College of Health, and from \$37,776 to \$42,979 academic year rate; effective September 18, 1984

Marie Hodge, from Instructor to Assistant Professor of Management, and from \$31,287 to \$31,887 academic year rate; effective September 18, 1984; due to a promotion in rank

Marianna Hofer, Instructor of English, from \$2,400 to \$4,400; effective September 10, 1984; due to increased duties

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No. 20-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

Changes in Assignment, Rank and Salary (Continued)

Sean Lause, Instructor of English, from \$2,400 to \$3,600; effective September 10, 1984; due to increased duties
 Kay Moore, Instructor of Performance Studies, from \$7,304 to \$10,260; effective September 4, 1984; due to increased duties
 David Roller, Professor of History, from \$33,909 academic year rate to \$36,909 academic year rate; effective August 22, 1984; due to an inequity adjustment
 Robert Romans, Associate Professor of Biological Sciences, from \$36,548 to \$35,324 academic year rate; effective September 18, 1984; error in merit allocations
 Tracy Ruhlin, Lecturer in the School of Art, from \$1,600 to \$2,000; effective September 27, 1984; due to increased duties
 Marilyn Shrude, Assistant Professor of Music Composition/History, from \$20,500 to \$21,000 academic year rate; effective August 31, 1984; due to completion of doctoral requirements
 Melvin D. Smith, Instructor of English, from \$2,400 to \$4,400; effective September 10, 1984; due to increased duties
 Richard Tucker, Intern Instructor of English, from \$13,500 to \$14,500 academic year rate; effective September 19, 1984; due to increased duties
 Mary H. Warner, Lecturer of Sociology, from \$1,200 to \$2,400; effective August 29, 1984; due to increased duties

Part-Time Appointments

Name	Rank	Salary	Contract	1984-85 Year; Special Notes and Period of Employment
<u>New Appointments--Faculty</u>				
<u>Arts and Sciences</u>				
<u>Chemistry</u>				
Andrea Kohn	Lab. Asst.	2,975	temporary	Fall Semester
<u>Math & Statistics</u>				
Kofi-Boateng Agyen	Instructor	3,200	temporary	Fall Semester
Munir Simon	Instructor	3,200	temporary	Fall Semester
<u>Sociology</u>				
Doretta Fenton	Lecturer	1,200	temporary	Fall Semester
Katherine B. Smith	Instructor	1,200	temporary	Fall Semester
<u>Business Administration</u>				
<u>Legal Studies</u>				
James Granecki	Adjunct Asst. Prof.	1,800	temporary	Fall Semester
Brent Nicholson	Adjunct Asst. Prof.	1,800	temporary	Fall Semester
Cynthia Schuler	Adjunct Asst. Prof.	1,800	temporary	Fall Semester
<u>Education</u>				
<u>EDAS</u>				
Bonnie Eddy	Instructor	1,200	temporary	Fall Semester
John Reed	Instructor	1,200	temporary	Fall Semester
<u>EDCI</u>				
Charles Lyndaker	Asst. Prof.	5,700	temporary	Fall Semester
Jamie Myers	Instructor	800	temporary	Fall Semester
Dorothy Parker	Instructor	800	temporary	Fall Semester
Deborah Pirolli	Instructor	800	temporary	Fall Semester
<u>EDEI</u>				
Sherlon Brown	Asst. Prof.	1,425	temporary	Fall Semester
<u>EDSE</u>				
Marianne Cote	Instructor	800	temporary	Fall Semester
Ruth Johnson	Instructor	1,200	temporary	Fall Semester
David Mowry	Instructor	800	temporary	Fall Semester
<u>HPER</u>				
William Clifford	Instructor	800	temporary	Fall Semester
<u>Health and Community Services</u>				
<u>MRA</u>				
Joan Daly	Instructor	3,062	temporary	Fall Semester
Barbara A. Steiner	Instructor	800	temporary	Fall Semester
Susan J. Treacy	Instructor	1,200	temporary	Fall Semester
Cynthia Topel	Instructor	400	temporary	Fall Semester
<u>Reappointments--Faculty</u>				
<u>Arts & Sciences</u>				
<u>Art, School of</u>				
Frederick Arn	Lecturer	1,900	temporary	Fall Semester
<u>Biological Sciences</u>				
Younghee Kim	Visiting Asst. Prof.	14,625	temporary	1984-85 Academic Year
<u>Women's Studies Program</u>				
Janice Maatman	Lecturer	300	temporary	Fall Semester

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No. 20-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

Part-Time Appointments (Continued)

Name	Rank	Salary	Contract	1984-85 Year; Special Notes and Period of Employment
<u>Reappointments--Faculty (Continued)</u>				
<u>Education</u>				
<u>EDFI</u>				
Bonnie McKenzie	Instructor	800	temporary	Fall Semester
Peterann Siehl	Instructor	1,200	temporary	Fall Semester
<u>EDSE</u>				
Cynthia Beck	Instructor	2,000	temporary	Fall Semester
Carole Burnworth	Instructor	3,600	temporary	Fall Semester
Douglas Garman	Instructor	1,200	temporary	Fall Semester
Ned Pakosz	Instructor	1,600	temporary	Fall Semester
Marjorie Romanoff	Asst. Prof.	950	temporary	Fall Semester
Suzanne Slenker	Asst. Prof.	1,425	temporary	Fall Semester
Josephine Squier	Instructor	800	temporary	Fall Semester
Ethelann Stump	Instructor	1,200	temporary	Fall Semester
<u>HPER</u>				
Coni Martin	Instructor	1,200	temporary	Fall Semester
Karen Mazzeo	Instructor	400	temporary	Fall Semester
James J. Ruehl	Prof. Emeritus	12,199	temporary	Spring Semester (Supplemental Retirement Program)
Patricia Welt	Instructor	800	temporary	Fall Semester
Robert Wirtz, Jr.	Adjunct Lecturer	1,650	temporary	Fall Semester
<u>Health and Community Services</u>				
<u>Social Work</u>				
Larry Whiteleather	Asst. Prof.	1,425	temporary	Fall Semester
<u>Musical Arts</u>				
<u>Performance Studies</u>				
Marilyn Krimm	Professor	2,625	temporary	Fall Semester

Full-Time Appointments

New Appointments--Faculty

Business Administration

Legal Studies

Sue Graziano Visiting Asst. Professor 23,000 terminal 1984-85 Academic Year

Education

EDSE

Margaret Tallman Instructor 18,000 temporary 1984-85 Academic Year

Libraries and Learning Resources

Library

Michael Colby Music Cataloger, Asst. Prof. 18,500 fyr 1/7 September 17, 1984 - June 30, 1985

Memorandum October 25, 1984

TO: Board of Trustees

FROM: Eloise E. Clark, Vice President for Academic Affairs

RE: Stipends for Program Directors in the College of Health and Community Services

Since 1980-81, the Program Directors in the College of Health and Community Services have received a stipend for their added responsibilities. The stipends have ranged from \$200 to \$400 and are approved separately each fall by the Board of Trustees. The standard amounts were approved for 1984-85 at the September Board of Trustees meeting. On the basis of a recent review by Dean Willis, it is apparent that the current duties of the program directors should be compensated at a level somewhat above the 1980-81 rates; the Dean has requested such adjustment. In the coming academic year, there will be further review of work assignments in the College of Health and Community Services as the question of configuration of the university is explored. For the present, and since funds can be found within the approved Health and Community Services budget, I support the Dean's request and recommend the following increases:

	Current Stipend	1984-85 Proposed	Difference
Applied Microbiology	\$300	\$450	\$150
Art Therapy	300	600	300
Child & Family	350	600	250
Criminal Justice	350	750	400
Dietetics	300	600	300
Gerontology	300	750	450
Parasitology & Med. Ent.	300	450	150
Physical Therapy	400	750	350
Rehabilitation Counsel.	200	450	250
Speech Path. & Audioi.	300	600	300
TOTALS	\$3100	\$6000	\$2900

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No. 20-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

Changes in Assignment, Rank and Salary

The following are Program Directors/Coordinators in the College of Health and Community Services: effective for the 1984-85 Academic Year:

Morgan Brent, Professor of Biological Sciences -- Applied Microbiology -- from \$300 to \$450
 Millicent deOliveria, Assistant Professor of Home Economics -- Dietetics -- from \$300 to \$600
 Sara Derrick, Associate Professor of Home Economics -- Child and Family Community Services -- from \$350 to \$600
 John Hiltner, Professor of Geology -- Gerontology -- from \$300 to \$750
 Nina Holtzman, Assistant Professor in the School of Art -- Art Therapy -- from \$300 to \$600
 Carlton Rockett, Associate Professor of Biological Sciences -- Parasitology and Medical Entomology -- from \$300 to \$450
 Melvin Hyman, Professor in the School of Speech Communication -- Speech Pathology and Audiology -- from \$300 to \$600
 Robert MacGuffie, Professor of Special Education -- Rehabilitation Counseling -- from \$200 to \$450
 Lee Meserve, Associate Professor of Biological Sciences -- Physical Therapy -- from \$400 to \$750
 Gerald Rigby, Professor of Political Science -- Criminal Justice -- from \$350 to \$750

Administrative Staff
ACADEMIC AFFAIRS

<u>Name</u>	<u>Title/Area</u>	<u>Effective Date</u>	<u>Salary</u>
<u>New Appointments - Full-time</u>			
Linda Abrams	Director of Gas Chromatograph/Mass Spectrometer Laboratories, Chemistry	9-10-84/6-30-85	\$ 20,000
Marilyn Braatz	Public Relations Specialist, College of Education (formerly classified)	9-07-84/6-30-85 (externally funded)	18,500 fyr
Judith Robins	Reference Archivist, Library & Learning Resources, Center for Archival Collections	11-5-84/6-30-85	19,000 fyr
Laurie Willett	Laboratory Technician, Biological Sciences, (formerly classified)	9-25-84/6-30-85	13,500 fyr

New Appointments - Part-time

Jack da Silva	Gallery and Exhibition Manager, School of Art	8-22-84/5-22-85	\$ 8,000
Gloria Pfeif	Program Advisor, College of Education PATCO (formerly classified)	10-22-84/6-30-85	7,790
Linda Quarless	Lab Instructor, School of Nursing	10-2-84/6-7-85	2,112
Jeffrey Zollinger	Costume Designer, School of Speech Communications	9-1-84/5-22-85	4,000
L. Lynn Zulauf	Assistant to Director, Non-Credit Programs, Continuing Education, Regional and Summer Programs	10-8-84/6-30-85	6,943

Reappointments - Part-time

Mary Annesser	Administrative Assistant, University Libraries	8-22-84/5-22-85	5,653.61 Supplemental Ret.
Carol Eynon	Lab Instructor, School of Nursing	9-24-84/6-7-85	3,536
Marlyn Reider	Lab Instructor and Preceptor for the School of Nursing	9-24-84/6-7-85	9,441.50

Changes in Assignment, Rank and Salary

Bonnie McKenzie, Part-time Assistant Director, Help-A-Child, College of Education, also appointed part-time Instructor fall semester 1984 in Education Curriculum and Instruction, \$800
 Jennifer Speilvogel, Director of Program Adviseement, College of Health and Community Services, appointed Acting Assistant Dean, \$1,500 stipend, effective 9-1-84 through 6-30-85

OPERATIONS

Reappointments - Full-time

Terry Lawrence	Coordinator of Hospitality and Food Service Management and Training Program	9-1-84/6-30-85	22,610 fyr
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PLANNING AND BUDGETING

New Appointments - Full-time

Ronald Reazin	Systems Programmer, University Computer Services (formerly classified)	8-20-84/6-30-85	27,700 fyr
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Resignations

Judi M. Roller	Director of Registration, Registrar's Office	9-21-84	Reason: Accepted another position
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No. 20-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

<u>Name</u>	<u>Title/Area</u>	<u>Effective Date</u>	<u>Salary</u>
PRESIDENT'S AREA			
<u>New Appointments - Full-Time</u>			
Kay Meier	Coordinator of Special Events, Office of the President	9-17-84/6-30-85	18,000 fyr
Richard Draper	Head Coach, Men's & Women's Swimming & Diving, Intercollegiate Athletics	9-10-84/6-30-85	24,000 fyr
<u>Retirements</u>			
Gerrard Blair	Ice Skating Professional, Ice Arena	9-1-84	
<u>Resignations</u>			
James E. Harris	Athletic Development Officer, Athletic Department	9-7-84	Reason: Accepted another position
<u>Changes in Assignment, Rank and Salary</u>			
Christopher Ritrievi, Assistant Director of Athletic Development, appointed Acting Director of Athletic Development, effective 10-1-84 through 6-30-85; \$2,500 stipend			

<u>Name</u>	<u>Title/Area</u>	<u>Effective Date</u>	<u>Salary</u>
STUDENT AFFAIRS			
<u>New Appointments - Full-Time</u>			
Mary J. Dunson	Assistant to the Director, College Access Programs - Talent Search	10-1-84/9-30-85 (externally funded)	\$ 11,856
<u>Leaves of Absence</u>			
Lee Amundsen, Career Counselor, Counseling and Career Development Center, effective 10-1-84 through 10-9-84; and 11-26-84 through 12-21-84; leave without pay			
<u>Resignations</u>			
Susan K. Perkins	Nurse Clinician, Student Health Services	8-20-84	Reason: Accepted another position
<u>Changes in Assignment, Rank and Salary</u>			
Bob G. Arrowsmith from Associate Dean of Students to Assistant Vice President for Student Affairs; Student Services and Financial Affairs; title change, effective 7-1-84			
Gregory DeCrane from Associate Dean of Students, University Student Activities to Assistant Vice President for Student Affairs; Student Activities and Orientation; title change, effective 7-1-84			
Karen DeRosa, Assistant Director, Student Recreation Center, unpaid leave from 8-20-84 - 6-30-84; correction of leave dates as reported 7-12-84			
James Galloway, Special Assistant, Financial Aid and Student Employment, from \$8,129 to \$10,634; salary rate adjusted because of Trustee action of 5-11-84			
Jay Hairston from Assistant Director to Associate Director, Upward Bound and Talent Search, title change, effective 10-1-84			
Joyce Jones from Program Assistant to Assistant Director of College Access Programs, Upward Bound, title change, effective 9-1-84			
Joanne Navin, Nurse Clinician/Clinic Coordinator, Student Health Services, from \$26,012 to \$29,000 fyr, effective 7-1-84; salary adjustment			
Fayetta Paulsen from Associate Dean of students, Residence Life; Associate Professor, to Assistant Vice President for Student Affairs; Residential Services, title change, effective 7-1-84			
Cindy Puffer, Pharmacist, Student Health Services, from \$24,610 to \$24,960 fyr, effective 7-1-84; salary adjustment			
Mary Lynn Rogge, Counselor, Developmental Learning Center, from \$16,144 to \$17,144, effective 7-1-84; salary adjustment			
Rebecca Utz, Radiology Technologist, Student Health Services, from \$20,366 to \$22,373 fyr, effective 7-1-84; salary adjustment			
Janis Wells from Academic Counselor to Reading Specialist, Developmental Learning Center, title change, effective 7-1-84			

UNIVERSITY RELATIONS

<u>Retirements</u>			
Margaret Tucker	Director, NWOETV Foundation, WBGU-TV	10-31-84	
<u>Resignations</u>			
Elaine Buroker	Utilization Specialist, NWOETV, WBGU-TV	8-14-84	Reason: Accepted another position
Luis F. Chaluisan	Television Producer/Writer/Reporter, WBGU-TV	10-19-84	Reason: Personal Reasons
Joan Gordon	Director, Public Information and Development, NWOETV, WBGU-TV	10-31-84	Reason: Accepted another position

PERSONNEL/FACILITIES COMMITTEE (Continued)

Proposed Appointments to Emeritus Status

No. 21-85

Mr. Spengler moved and Dr. Platt seconded that approval be given to the appointment of the following faculty members to emeritus status upon retirement, as recommended by the appropriate department and the dean of the college, with the approval of the Committee on Honorary Degrees and Commemoratives, the Vice President for Academic Affairs, and the University President:

Ms. Mary Lee Glenn, Assistant Professor Emerita of Home Economics
Dr. George Rendina, Professor Emeritus of Chemistry
Mr. Melville Spence, Professor Emeritus of Libraries and Learning Resources

The motion was approved.

Benefits for Grant-Funded Employees

Vice President Eakin commented concerning the need to formalize the policy and to provide for fringe benefits for grant-funded employees.

No. 22-85

Mr. Spengler moved and Mr. Hall seconded that approval be given to the Resolution concerning fringe benefits for grant-funded employees, as follows:

Resolution

WHEREAS, costs applicable to fringe benefits for grant-funded employees should not place a demand upon available University funds; and

WHEREAS, it is the intention of this Board of Trustees to assure that all grant-funded projects are budgeted and funded on a fully self-supporting basis;

NOW, THEREFORE, BE IT RESOLVED;

(1) That the President or his designee implement procedures to ensure that all proposals prepared for submission to external agencies be appropriately budgeted with adequate funding of all applicable fringe benefits, including but not limited to, vacation, military leave, sick leave, retirement, workers compensation, unemployment compensation, parking privileges, health and life insurance fee waivers; and

(2) That the President or his designee implement appropriate procedures to ensure that all such benefits are accrued upon the accounting records in a timely manner in order that sufficient funding is set aside to pay such costs when they become due and payable, even in the event the grant has terminated.

The motion was approved.

Employee Solicitation Policy

Mr. Mason reported that an Ad Hoc Committee appointed by the Faculty Senate addressed concerns expressed by faculty and staff related to the policy adopted by the Board of Trustees in April, 1984. He stated that the revised policy is determined to be more appropriate for Bowling Green State University and that it has the endorsement of the Faculty Senate, the Classified Staff Advisory Committee, the Administrative Staff Council, and the central administration.

No. 23-85

Mr. Spengler moved and Mr. Newlove seconded that approval be given to the BGSU Solicitation Policy as revised.

The motion was approved.

Bowling Green State University
EMPLOYEE SOLICITATION POLICY

PREFACE

This policy is framed to permit all Bowling Green State University employees to perform their jobs free from intrusions and to ensure that the mission of the University shall proceed unhampered. It also is recognized, however, that the atmosphere of a University requires "academic freedom, the full freedom of speech, freedom to teach, to learn, and to conduct inquiry in a spirit of openness necessary to the acceptance of criticism, the expression of differing opinions and the pursuit of truth" (Article I, 1. of the Academic Charter). Furthermore, "all members of the University Community and the Trustees have legitimate concerns about all aspects of the University" (Article I) and "the people who create and maintain the University constitute the University Community" (students, faculty, administrative staff, classified staff, administration).

DEFINITIONS

- Working time:** Those hours during which faculty employees are engaged in the primary University function for which they were hired. Classified and administrative staff working time shall mean accepted work-shift or hours during which employees are engaged in the primary function for which they were employed.
- Internal organization:** Any organization or association made up exclusively of University employees. Local affiliation with a regional, state, or national organization shall not preclude a University group being defined as an internal organization.
- External organization:** Any organization or association of individuals that is not made up exclusively of University employees.
- Solicitation:** Any activity which is designed to advertise, promote or sell any product or commercial service, or encourage support for or membership in any group, association or organization.

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No. 23-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

Employee Solicitation Policy (Continued)

I. Disruption of working time

A person's ability to perform his or her duties while engaged in the primary University function for which she or he was hired shall not be impaired by any activity conducted for the purpose of advertising, promoting or selling any product or commercial service or for encouraging or being encouraged to join any group, association, or organization.

II. Use of facilities(a) campus mail

The internal campus mail system is for the exclusive use of the University and any organization sponsored by (or affiliated with) the University or made up exclusively of students or University employees (whether or not affiliated with state or national societies or associations). No commercial use shall be made of the campus mail system.

(b) space

Any organization or individual who wishes to use University space to advertise, promote, or sell any product or commercial service or who wishes to encourage membership in any group, association or organization, must obtain authorization of the person or office (e.g., the Space Assignments Office) responsible for that space or facility. Normally, requests to reserve or have access to University space must be filed 48 hours prior to a meeting or visit. The request must state:

- (a) the purpose of the proposed visit; and
- (b) the name of any person(s) or alternates who desire access to the campus.

The Office of Space Assignments will attempt to locate a designated area for use by the non-employee or organization submitting the request and will then issue a permit designating the room and the date and time it may be used. If two or more requests for access to a designated area for the same or overlapping times have been made, the University will attempt to provide alternate designated areas. If no alternate designated area is available, the University will grant access to the available designated area on a rotating basis with equal time for its use. If the designated areas are unavailable due to a prior reservation, then the University will immediately notify the requesting party of such conflict.

(c) bulletin boards or other public access areas

Any employee may post notices or other appropriate information on designated employee bulletin boards or other designated public access areas. If the notice contains information about an on-campus meeting during which a product or commercial service is to be advertised, promoted or sold or during which membership in a group, association, or organization shall be advocated, the notice shall be consistent with (in terms of designated area, time and date) the permission granted to the organization.

III. Distribution of literature

Distribution of literature by any external organization or non-employee within any building on campus shall be limited to public access areas or to other designated areas reserved according to procedures described above in II, b (space).

IV. Violations

Any visitor who violates this policy may be denied use of University facilities for up to one year. Any employee who violates this policy may be disciplined under the conditions and in accordance with the procedures established by and published within the appropriate employee handbook.

Adopted by the Faculty Senate, 10-2-84

Mr. Spengler indicated that the report of Improvement Projects Funded for the period September 14, 1984, to November 9, 1984, and the Capital Improvements Report are accepted for the official record.

FINANCE COMMITTEE

Mr. Hall reported that members met on Thursday evening and considered several discussion/report items. He said the Financial Report of Bowling Green State University for the year ended June 30, 1984, was discussed and that the accounting firm of Peat Marwick has given the University a "clean" opinion.

Mr. Hall stated that a report and/or discussion followed concerning the status of the 1984-85 budget process, the STRS early retirement incentive plan, and financing of the telecommunications system.

REGULAR ITEMS

Sponsored Grants and Contracts Awarded - August, September, October - 1984

No. 24-85 Mr. Hanna moved and Mr. Hall seconded that grants and/or contracts in the amount of \$1,789,803.64, as listed for the following periods, be accepted and expenditures applicable thereto in that amount be authorized.

	<u>Total for Period</u>	<u>Fiscal Year to Date</u>
August	\$ 812,780.64	\$ 4,564,036.72
September	644,495.00	5,208,531.72
October	332,528.00	5,541,059.71

The motion was approved.

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No. 24-85 (Continued)

REGULAR ITEMS (Continued)

Bowling Green State University
Comparative Summary of Grants and Contracts Awarded

July 1 through Aug 31
Fiscal Years to Date

	1983-84	1984-85
I. Research		
A. Federally Sponsored	\$ 61,385.00	\$ 380,604.00
B. Privately and State Sponsored	16,200.00	24,005.78
TOTAL RESEARCH GRANTS	\$ 77,585.00	\$ 404,609.78
II. Institutes and Workshops	9,099.99	-0-
III. Public Service Grants and Contracts	688,008.69	503,589.94
IV. Program Development and Innovation Grants	730,237.00	540,180.00
V. Equipment Grants	103,325.00	84,800.00
TOTAL SPECIAL PROJECTS GRANTS & CONTRACTS	\$ 1,608,255.68	\$ 1,533,179.72
VI. Student Aid Grants	\$ 2,766,942.00	\$ 3,030,857.00
TOTAL ALL GRANTS AND CONTRACTS	\$ 4,375,197.68	\$ 4,564,036.72

July 1 through Sep 30
Fiscal Years to Date

	1983-84	1984-85
I. Research		
A. Federally Sponsored	\$ 61,385.00	\$ 404,976.00
B. Privately and State Sponsored	18,058.44	24,753.78
TOTAL RESEARCH GRANTS	\$ 79,443.44	\$ 429,729.78
II. Institutes and Workshops	9,099.99	-0-
III. Public Service Grants and Contracts	1,008,404.69	947,217.94
IV. Program Development and Innovation Grants	785,517.00	715,927.00
V. Equipment Grants	103,325.00	84,800.00
TOTAL SPECIAL PROJECTS GRANTS & CONTRACTS	\$ 1,985,790.12	\$ 2,177,674.72
VI. Student Aid Grants	\$ 2,766,942.00	\$ 3,030,857.00
TOTAL ALL GRANTS AND CONTRACTS	\$ 4,752,732.12	\$ 5,208,531.72

July 1 through Oct 31
Fiscal Years to Date

	1983-84	1984-85
I. Research		
A. Federally Sponsored	\$ 131,600.00	\$ 556,923.00
B. Privately and State Sponsored	18,058.44	30,896.78
TOTAL RESEARCH GRANTS	\$ 149,658.44	\$ 587,819.78
II. Institutes and Workshops	9,099.99	-0-
III. Public Service Grants and Contracts	1,079,209.69	1,120,680.94
IV. Program Development and Innovation Grants	801,475.00	716,902.00
V. Equipment Grants	106,325.00	84,800.00
TOTAL SPECIAL PROJECTS GRANTS & CONTRACTS	\$ 2,145,768.12	\$ 2,510,202.72
VI. Student Aid Grants	\$ 2,766,942.00	\$ 3,030,857.00
TOTAL ALL GRANTS AND CONTRACTS	\$ 4,912,710.12	\$ 5,541,059.72

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REPORTS

Dr. William Miller, Acting Dean Libraries and Learning Resources

Dr. Miller welcomed the Board members, staff and observers to the Jerome Library and presented the following data for last year about the usage of the facility and the resources available to the campus community:

More than 1.3 million people passed through the turnstiles in 1983-84
 Items borrowed - 346,000 (faculty and students)
 Items borrowed from other schools - 4,500
 Books purchased last year - 20,000
 Issues of newspapers and magazines received - 436,000
 Cards filed - 228,000
 Government documents received - 11,000
 Microforms processed - 36,000 units

Dr. Miller also brought to the attention of the Board the outstanding collection of materials in the Music Library, the institute for Great Lakes Research, the Center for Archival Collections and the Popular Culture Library. He emphasized the preservation capacity and the need for expansion and maintenance of environmental conditions for the housing of materials in the future. Two major future areas of concern, he added, are 1) computer based information, and 2) telecommunication access remote data banks.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Arthur G. Neal

Dr. Neal stated that the Senate endorsed the revised Solicitation Policy and expressed appreciation to the Trustees for adopting the policy. He noted that the Senate adopted a General Education Policy at its November meeting and that this is an important step toward implementing the role and mission of the University in the area of undergraduate education. He said the General Education Core is designed to give students an understanding of the multiple realities of a complex and culturally diverse world, while enhancing their skills in communication, critical thinking, and value analysis.

Dr. Neal stated that the grievance/conciliation process in faculty governance will be one of the major areas for Senate action during the present academic year. He announced that a special meeting of the Faculty Senate is called for Tuesday, November 20, to provide a forum for presenting information to the faculty on the grievance procedures and on the disposition of grievance cases.

Undergraduate Student Representative - Robert A. Wade

Mr. Wade reported that one of the major projects undertaken this year is the ratification of the Undergraduate Student Body Constitution. He noted that 1) voter registration was held this year; 2) the possibility of holding a "spring fest"; 3) student support for the general education requirements; and 4) the extent of student apathy as evidenced by the lack of support and attendance at the First State-of-the-University planned by the undergraduate student government.

Graduate Student Representative - Kory J. Tilgner

Mr. Tilgner distributed copies of two publications. Graduate Life provides relevant information and services both on-campus and off-campus. Thinking About Drinking gives valuable information about the role of alcohol in student life and has been printed for distribution with the financial support of the Undergraduate Student Government and the Graduate Student Senate.

Firelands College Board Representative - George R. Mayer

Dean Adams was in attendance and extended apologies for Mr. Mayer who had a schedule conflict and could not be present. Dean Adams noted the enrollment figures for this year as compared to last year, the number of full-time students who are funded with soft money, sponsorship of the opera production again this year, and evaluation of the Firelands Library by the staff of the Bowling Green Library.

EXECUTIVE SESSION

Chairman Ludwig moved that the regular session of the Board be recessed and that members move into an executive session in the office of the Dean of Libraries, room 204. Hearing no objection, the meeting was adjourned at 11:30 a.m. and the Board members convened in an executive session for the purpose of reviewing a personnel matter related to petition submitted by Dr. Patricia Remington.

The regular meeting was reconvened by Chairman Ludwig at 3:05 p.m. The Chairman stated that the members had met in an executive session to consider a personnel matter; that all materials submitted by all sources had been reviewed; that the Board members had met with and discussed the matter with Dr. Remington, representatives of the faculty, her department and the administration and reviewed among themselves the issues in the matter.

Mr. Hanna moved that the process which has been followed in this matter culminating in the decisions of Dean Baker, Vice President Clark, and President Olscamp be affirmed. The motion was seconded by Mr. Newlove and passed by majority vote. Mr. Ludwig further reported that because of a possible legal suit it has been decided that the issue would be discussed no further at this time.

ANNOUNCEMENTS

Dr. Platt moved, and all members present concurred, that the date of the January meeting be moved to January 18, 1985, from the regular meeting date of January 11, 1985. The Chairman asked the Board Secretary to poll the members concerning the January 18 date to determine if a quorum can be present.

ADJOURNMENT

The meeting was adjourned at 3:10 p.m.

President

Secretary