

1-13-1984

Board of Trustees Meeting Minutes 1984-01-13

Bowling Green State University

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EXECUTIVE SESSION

Hearing no objection, Chairman Ludwig adjourned the regular meeting at 11:00 a.m. and asked that members convene in the adjoining conference room for the purpose of an executive session. The Chairman reconvened the regular session at 11:24 a.m. and stated that the Board members had met in an executive session and that no formal action was taken during the session.

ANNOUNCEMENTS

Chairman Ludwig announced the date of the next regular meeting: Friday, January 13, 1984.

ADJOURNMENT

The meeting was adjourned at 11:25 a.m. Board members toured the Television Building immediately following the meeting with Dr. Duane Tucker, Director of WBGU-TV, as guide for the group.

 President

 Secretary

Bowling Green, Ohio
January 13, 1984

In keeping with the official notice, the Board of Trustees met in the Assembly Room, McFall Center, Bowling Green Campus, 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; Ann L. Russell; Charles E. Shanklin; William F. Spengler, Jr.

Also present were President Paul J. Olscamp; Philip R. Mason, Assistant to the President and Secretary to the Board; Betty van der Smissen, Faculty Senate Chair and Faculty Representative to the Board; Brian J. Baird, Undergraduate Student Representative to the Board; Beverly E. Baker, Graduate Student Representative to the Board; Read Wakefield, Firelands College Board Vice President, representing Board President George R. Mayer; Algalee P. Adams, Dean, Firelands College; Richard R. Eakin, Vice President for Planning and Budgeting; Mary M. Edmonds, Vice President for Student Affairs; Richard A. Edwards, Vice President for University Relations; Paul R. Nusser, Treasurer; Karl E. Vogt, Vice President for Operations; Don Passmore, Jr., Director of Internal Auditing; representatives of the auditing firm of Peat, Marwick, Mitchell & Co., Toledo; media representatives; and a number of observers.

Chairman Ludwig called the meeting to order at 10:12 a.m.; the Board Secretary called the roll and announced that all members were present.

MINUTES

No. 29-84 Mr. Spengler moved and Mr. Hanna seconded that the minutes of the meeting of November 18, 1983, be approved as written. The motion was approved.

PRESIDENT'S REPORT

Dr. Olscamp reported as follows:

Undergraduate Admissions

As of Monday of this week we have received a total of 5,429 freshman applications for admission for the Fall Semester, 1984. This total is 3.0% greater than the number of applications received on a corresponding date last year. Transfer applications received total 287 -- 42.1% more than the number received at this time last year. These numbers are especially noteworthy since we plan to reduce the size of the Fall 1984 freshman class by about 350 students below the Fall, 1983 enrollment and to limit the number of transfers to 400 students, a reduction of 170 students from the Fall, 1983 enrollment. This reduction is planned in order to meet the enrollment ceiling of 15,000.

Graduate Admissions

Graduate applications, as of December 31, 1983, remained virtually unchanged from the same report period in 1982. Applications to degree programs shows a decrease of 3%, while applications to special standing (non-degree) status have increased by 12%. This increase in non-degree applications reverses a decreasing trend in non-degree applications observed during the 1982-83 academic year.

STRS Retirement Incentive Plan

With the passage of amended substitute House Bill 410 late this summer, state universities in Ohio may elect to offer a retirement incentive plan to faculty STRS members. Briefly, the plan may include the purchase of up to 5 years of retirement credit for eligible STRS members. In order to be eligible, an STRS member must be 50 years of age or older and must be eligible to retire with the purchase of additional retirement credit.

In order to assess the impact of the plan for B.G.S.U., we are conducting a survey of STRS members during the next two weeks. The results of the survey will permit an analysis of the costs associated with the plan and a determination of the benefits for both faculty and the university. We expect to bring a proposal to the March, 1984 meeting of the Board of Trustees relative to Bowling Green's response to this new retirement option.

#2-1978 ERIKSEN'S, INC., TOLEDO OHIO

PRESIDENT'S REPORT (Continued)

PERS Employer "Pick-Up" of Retirement Contribution

I am pleased to report that plans are underway to extend the Public Employee Retirement System employer "pick-up" of retirement contributions to classified employees. This program was instituted earlier for STRS members and PERS administrative staff members. At that time the state classified wage schedule was seen as an obstacle to the implementation of this benefit for classified employees. Subsequently, however, two of our sister universities have successfully instituted the "pick-up" for classified staff. We are working with legal counsel to formulate a similar plan for Bowling Green and will bring a proposal to the Board at the February meeting.

West Hall Update

This long awaited project has now begun -- contractors have erected the necessary fencing around Founders parking lot which will be used to store construction materials, tools, and contractors shed. Work on the building should begin in earnest the week of January 16. The official completion date is October 31, 1984. We are expecting occupancy for the start of Spring Semester, 1985.

Chairman, Deans and Directors Advisory Group (CADAG)

Throughout the last year I have felt that some issues at the University, the budgeting process for example, need timely and open discussions between my office, the chairs, deans and directors. Effective this month, January, 1984, I have instituted a monthly meeting of Vice Presidents Clark, Eakin, and Vogt -- Deans, Chairs, Directors, Phil Mason and myself. Other Vice Presidents and/or administrative personnel will be asked to join these monthly meetings from time to time. We are hopeful that a great deal of insight, beneficial suggestions and ideas will be forthcoming. In fact, our first meeting of this group was held on January 5 and the discussions were very helpful.

Tenure Process

As the Board knows, the current practice of the University is to grant or finally withhold tenure to probationary faculty no later than the end of their sixth year. If they do not receive tenure, they are required to leave the University faculty no later than the end of the seventh year. The custom has been, even for those granted tenure by official board action at the end of the sixth year, to withhold from the newly tenured faculty member the practice of all rights and privileges appertaining unto that status until the end of the seventh year. Such rights and privileges include voting upon the granting of tenure or promotion for other faculty members in their departments. I can see no sense to this practice. Under the law, a faculty member is tenured when you grant tenure, and I'm sure that if anyone wished to contest it, all of the rights and privileges forthcoming with tenure status would be legally vested in the faculty member at the time of the grant of tenure. It has also been a confusing practice for people who receive tenure; they are in a limbo state between being tenured and not. Therefore, I recommend that the Board officially approve Item C-3 which provides granting of all rights and privileges, effective upon the Board's vote granting any given faculty person tenured status.

Subsidy Shortfall

The OBOR approved a final distribution of FY 84 instructional subsidies among the state colleges and universities December 16, 1983. As you know, the total funds available for the operation of the University are now projected to be \$374,500 less than expected. The income shortfall will be covered as follows:

1) Expected Savings in Purchased Utilities Budget	\$250,000
2) General (President's) Contingency Fund	100,000
3) Personnel Savings	25,000
	<u>\$375,000</u>

The shortfall is due to the unpredictable fluctuation in the number of students in various revenue generating levels under the OBOR funding formula. I hasten to emphasize that this shortfall will be handled as described without affecting the operating budget or the personnel budget of the University.

Early English Composition Assessment Program

At the December 16, 1983 meeting of the Ohio Board of Regents approval was given for the release of \$30,000 to Bowling Green State University in support of the Early English Composition Assessment Program. This program should reduce the need for students to enroll in remedial/developmental writing courses at the college level, and form the base for an on-going network of collaboration between high schools and Bowling Green State University which could eventually involve all of the high schools throughout Northwest Ohio. Dr. Kathleen A. Hart, Director of the General Studies Writing Program in our Department of English is the individual responsible for the submission of the proposal. My sincere congratulations to Professor Hart, Lester Barber, Chair of the English Department, and the entire English Department for a job well done. A request for approval of the second year funding in the amount of \$30,000 will be sought from the Board of Regents at its July, 1984 meeting.

Commencement - December 1983

On December 22, 1983, Bowling Green State University held its 188th commencement ceremony. Some 843 diplomas were awarded, including 177 advanced degrees granted through the Graduate College. This brings the number of men and women who have graduated from the University to 80,882. Some 30 undergraduate degrees were awarded with honors signifying meritorious academic achievement.

Our commencement speaker was none other than our own Richard A. Edwards, Vice President for University Relations. I want to take this opportunity to publicly thank Dick for a splendid address. I've received many favorable comments from parents, students, faculty, and staff concerning the address. Dick, on behalf of the Board of Trustees, Faculty, Students, and Staff of BGSU, please accept our thanks.

New Degree Program - Master of Home Economics

The Ohio Board of Regents, at their meeting on December 16, 1983, approved Bowling Green State University's proposed new degree program, Master of Home Economics. The OBOR resolution recognizes the need for a practice-oriented Master of Home Economics Degree in Ohio, and that Bowling Green State University has the curriculum with faculty and academic resources adequate for offering such a degree. Congratulations to Professor Elsa McMullen and her faculty.

PRESIDENT'S REPORT (Continued)

Grants and Contracts Awarded

The comparative numbers for grants and contracts for the December 31, 1983 month ending as opposed to the same period in 1982-83 are:

<u>1982-83</u>	Total Special Projects Grants and Contracts	=	\$2,409,915.12.
<u>1983-84</u>	Total Special Projects Grants and Contracts	=	\$2,683,202.62.
	The total for 1982-83 of all Grants and Contracts	=	\$5,050,188.12; for 1983-84 it is \$7,376,875.62.

I would like to call your attention to two grants of special interest. One is from the Private Industry Council for \$60,440, and was awarded to Ink Milliron, Management Support Services. This program will provide intensive training for individuals eligible under the Job Training Partnership Act of 1982. The program's goal is to assist participants in personal and professional development. It is hoped that individuals will be placed in positions of upward mobility in the hospitality and food management food service industry.

Another grant was received by Doug Neckers, Chair of the Chemistry Department for \$35,000 from the National Science Foundation for the purchase of an IBM IR/32 Fourier Transform Infrared Spectrophotometer for the support of departmental research programs. Its use will benefit nine specific research areas which constitute a major portion of the undergraduate research program. This instrument will, for the first time, make the new technique available to the undergraduate students at BGSU.

Report on Damages from Record Low Temperatures

BGSU as well as some businesses and individual homes realized some damage to facilities due to weather conditions during the Christmas Holiday. Sub-zero temperatures and wind chill factor of -65 degrees caused waterlines to break resulting in damages amounting to \$15,000 to classroom facilities, resident units and personal property of some students. Twenty-six residents of living units suffered personal property damage. To the extent home owners insurance does not cover these losses, the University will be placed in the position of helping those students recover their loss by suing the University. The total cost to the University appears to be around \$15,000 -- that includes \$5,000 replacement costs and \$10,000 overtime to repair the broken water lines.

NCAA

Mr. Chairman, it gives me great pleasure to announce that the NCAA passed Resolution 93 Wednesday, January 11, 1984. Resolution 93 ensures that each conference of collegiate hockey will have at least one at large bid to the National Championship for collegiate hockey effective with the 1984 playoffs. Congratulations to Jack Gregory, Athletic Director, Carole Huston, Associate Athletic Director, and Marvin Kumler, Faculty Representative to NCAA, and particularly to Mr. Gregory for his patent lobbying efforts.

Martin Luther King Holiday

Finally Mr. Chairman, I wish to remind us all that Monday, January 16, 1984 is Martin Luther King Day and ask that thoughtful consideration be given to the service of Martin Luther King in the cause of equal rights in the history of our country.

This concludes my report.

PERSONNEL/FACILITIES COMMITTEE

Mr. Spengler reported that the members met on Thursday evening to review agenda items proposed for action by the full Board and for discussion.

Personnel Changes - since November 18, 1983, meeting

No. 30-84 Mr. Spengler moved and Mr. Shanklin seconded that approval be given to the personnel changes as listed. The motion was approved.

Administrative Staff

Academic Affairs

Name	Title/Area	Effective Date	Salary
<u>New Appointments - Part-time</u>			
Victor Biggs	Reference Assistant, Libraries and Learning Resources	11-7-83/6-30-84	\$ 4,420
<u>Reappointments - Full-time</u>			
Marcella K. Williams	Research Assistant, Biological Sciences	1-1-84/12-31-84 (grant funded)	13,700
<u>Reappointments - Part-time</u>			
Kay C. Reed	Staff Coordinator, Institute for Organizational Research & Development	1-1-84/3-31-84 (grant funded)	1,926
<u>Resignations</u>			
Karen Snow	Field Research Assistant Center for Archival Collections	10-24-83	Reason: Accepted another position

#2-1975 ERIKSEN'S, INC., TOLEDO OHIO

No. 30-84 (Continued)**Student Affairs****Resignations**

Mary L. Myers Unit Director, Tau Kappa Epsilon, 12-15-83 Reason: Marriage
Residence Life

University Relations**New Appointments - Full-time**

Karen Crawford-Mason Assistant to Director of Learning 1-1-84/6-30-84 \$15,000 fyr
Services, WBGU-TV

Resignations

Jean Peterson Assistant to Director of Learning 12-16-83 Reason: Dissatisfied
Services, WBGU-TV with type of work

Academic Area**Leaves of Absence**

JaFran Jones, Chair and Assistant Professor of Music Composition and History; effective Spring Semester, 1984
Mostafa Nagi, Professor of Sociology; effective Spring Semester, 1984
George B. Ward, Assistant Professor of Popular Culture; effective Spring Semester, 1984 and Fall Semester, 1984

Retirements

William Fichthorn, Professor of Finance and Insurance; effective December 31, 1984
Joyce Myles, Assistant Professor of Educational Curriculum and Instruction; effective May 22, 1984

Resignations

Jeffrey Krabill, Assistant Professor of Applied Sciences at Firelands; effective December 31, 1983; personal reasons
Sister M. Laura Poplaw, Assistant Professor of Applied Sciences at Firelands; effective June 30, 1984; personal reasons

Changes in Assignment, Rank and Salary

Joseph Buford, from Acting Chair and Professor to Chair and Professor of Geography; effective December 22, 1983
Wallace DePue, Professor of Music Composition and History, from \$30,970 to \$31,037 academic year rate; effective August 22, 1983; merit increase
Carol Durentini, Assistant Professor of Health, Physical Education and Recreation, appointed Advisor in the Program Advisement and Teacher Certification Office for a stipend of \$300; effective August 22, 1983
Kenley Inglefield, Associate Professor of Music Composition and History appointed Acting Chair of Music Composition and History; effective Spring Semester, 1984
Kay Moore, part-time Instructor of Music Education, from \$5,096 to \$6,370 for the academic year; effective August 22, 1983; increased duties
David Pope, Professor of Performance Studies, from \$33,384 to \$33,443 academic year rate; effective August 22, 1983; merit increase
Richard Wilson, from Instructor to Assistant Professor of Special Education, and from \$19,400 to \$20,000 academic year rate; effective November 2, 1983; due to completion of doctoral requirements

Part-time Appointments

Name	Rank	Salary	Contract	1983-84 Year; Special Notes and Period of Employment
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New Appointments -- Faculty**Arts and Sciences****Computer Sciences**

Craig E. Gunnett	Intern Instructor	\$ 8,800	temporary	Spring Semester
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Math & Statistics

James G. Gabel	Intern Instructor	2,640	temporary	Spring Semester
Ellen S. Mies	Intern Instructor	2,640	temporary	Spring Semester

Business Administration**Economics**

Frank Lakwijk	Instructor	4,500	temporary	Spring Semester
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Education**EDSE**

Suzanne Slenker	Asst. Professor	1,425	temporary	Spring Semester
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#2-1979 ERIKSEN'S, INC., TOLEDO, OHIO

Part-time Appointments (Continued)

(bun) (no) 18-01 .01

1983-84 Year; Special

Notes and Period of Employment

Name	Rank	Salary	Contract	Notes and Period of Employment
Reappointments -- Faculty				
Arts and Sciences				
Art, School of				
Phillip R. Wigg	Professor	12,451	temporary	Spring Semester (supplemental retirement program)
Computer Science				
Hazel K. Kim	Instructor	2,400	temporary	Spring Semester
Shirley B. McFee	Instructor	1,200	temporary	Spring Semester
Math & Statistics				
Andrzej Pietowski	Intern Instructor	3,520	temporary	Spring Semester
Thomas N. Scott	Instructor	2,800	temporary	Spring Semester
Philosophy				
James Child	Adjunct Assistant Professor	3,325	temporary	Fall Semester
Michael Taylor	Visiting Assistant Professor	2,850	temporary	Spring Semester
Speech Communication, School of				
Denise Marland	Instructor	1,600	temporary	Spring Semester
Ruth P. Varney	Instructor	750	temporary	Spring Semester
Business Administration				
AMIS				
Edwin Bomell	Emeritus Professor	16,582	temporary	Spring Semester (supplemental retirement program)
Mei-Na Grace Lee	Adjunct Instructor	9,500	temporary	Spring Semester
Business Education				
Robert Minzel	Adjunct Lecturer	1,425	temporary	Spring Semester
Management				
John Adams	Adjunct Associate Professor	1,650	temporary	Spring Semester
Education				
EDCI				
Nancy Hayes	Instructor	800	temporary	Spring Semester
EDFI				
Alex Thomas	Asst. Professor	1,425	temporary	Spring Semester
HPER				
Celeste Beerman	Instructor	400	temporary	Fall Semester
School of Technology				
Technology				
Charles Campbell	Lecturer	1,200	temporary	Spring Semester
Arthur Carter	Lecturer	1,425	temporary	Spring Semester
Rex Klopfenstein, Jr.	Asst. Professor	1,425	temporary	Spring Semester
Raymond Kusner	Lecturer	1,425	temporary	Spring Semester

Proposed Policy concerning Faculty on Probationary AppointmentNo. 31-84

Mr. Spengler moved and Mr. Dyckes seconded that approval be given to the implementation of the following policy: A faculty member on probationary appointment who is awarded tenure during the sixth year, or any prior year, is presumed to have tenure immediately, is to be afforded all the privileges of tenure and is to receive a tenure contract for the next academic year.

Dr. van der Smissen stated that the Faculty Senate supports favorable action on the proposed policy.

The motion was approved with no negative votes.

#2-1978 ERIKSEN'S, INC., TOLEDO OHIO

Proposed Property Use and Disposal Policy

No. 32-84

Mr. Spengler moved and Mr. Hanna seconded that approval be given to the implementation of the Proposed Property Use and Disposal Policy, as submitted. The motion was approved with no negative votes.

Bowling Green State University

PROPERTY USE AND DISPOSAL POLICY

Introductory Statement

Bowling Green State University seeks the maximum productive use of its instrumentation facilities and research expertise. Ensuring that the highest quality instrumentation, facilities, and services are available to users, both academic and industrial, is a key requirement, as are harmonious relations and cooperation between the private sector and the University. Private consulting research and testing facilities, as well as university, government, and industrial facilities, have an opportunity to contribute through cooperative efforts, to the common good of the State of Ohio.

The University shall avoid circumstances where faculty and staff provide services to an extent that such practice 1) detracts from the performance of their obligation to the University, and/or 2) may have a material and deleterious effect on private enterprise engaged in the provision of equivalent services. It is contrary to BGSU's intent for faculty and staff to use University instrumentation or facilities to provide services in unfair competition with private companies that provide equivalent services.

PROPERTY USE:

- I. Facilities and equipment owned, leased or otherwise controlled by the University may be used for University-related purposes by University personnel, students or the general public with appropriate administrative approval. Approval shall be required for use of facilities and equipment outside of normal University teaching, research and service obligations, e.g., consulting or special contractual arrangements exclusive of grants.

Use of University facilities or equipment for personal gain is prohibited by the Constitution of the State of Ohio and is subject to prosecution, and may be grounds for dismissal of an employee or student.

- A. When University facilities or equipment are used for University-related purposes as described above, an appropriate fee shall be established and paid by the user. The fee charged shall not be less than that which would be charged in the private sector. When facilities or equipment are used on campus for University-related purposes, such as consultation, the fee charged to the user shall include appropriate overhead allocation. The University unit responsible for the equipment shall confirm authorization from the appropriate vice president and follow established University procedures to transfer legal and financial responsibilities from the University to the user. A copy of the approval shall be transmitted to Inventory Management Department prior to use (sample attached)
- B. Funds generated by charges for use of BGSU facilities or equipment by organizations should be distributed with 75% going to the unit holding the facilities or equipment to offset the cost of services, to support the maintenance or operation of instruments, or for further research or education, and 25% going toward institutional overhead.
- C. Nonprofit organizations and tax-supported institutions such as schools, city, or other agencies may use University facilities or equipment with appropriate administrative approval. A fee may or may not be charged.

PROPERTY DISPOSAL:

- II. Equipment and/or material excess to an area's needs must be disposed of in the following manner:
- A. In general, departments may arrange to transfer or sell property to other University departments directly. The following guidelines must be used for the movement of University properties:
1. Inventoried property (property with a metal tag) may be utilized for trade-in purposes, returned to Inventory Management, or transferred or sold to other University departments directly. Such property is not to be transferred or sold without notifying Inventory Management who will update custody records. Property transfer forms are available from Inventory Management.
 2. Non-Inventoried Property
 - a. Non-inventoried property, in usable condition but surplus to the needs of a department, may be traded in, sold or transferred to another department, or, returned to Inventory Management who will try to find some other department in need of the property, or dispose of it in accordance with University policies.
 - b. Non-inventoried property that is determined by the Budget Administrator to be totally unusable may be placed in trash containers or arrangements can be made with the Plant Operations and Maintenance Department to pick up large quantities or bulky objects.
- B. Hazardous materials must not be disposed of or have storage locations changed without receiving approval from the Director, Environmental Services.

82-1975 ERIKSEN'S, INC., TOLEDO, OHIO

No. 32-84 (Continued)

PROPERTY DISPOSAL (Continued):

III. Construction properties on the campus belong either to a contractor or to the University.

A. Contractor-owned properties are not to be removed from campus by anyone except employees of the contractor.

B. University-owned construction properties will be disposed of as in II. above.

IV. Personal property abandoned by students in living units will be disposed of in accordance with established University disposal procedures. Students who wish to give personal property to an employee may fill out an "ownership transfer" form at the Hall Director's Office. This form authorizes the employee to remove personal property from the residence unit after working hours.

Bowling Green State University

FACILITIES AND EQUIPMENT USE/LEASE AUTHORIZATION FORM

INDIVIDUAL/ORGANIZATION REQUESTING AUTHORIZATION:

Name: _____ BGSU Employee: Student: Other:
Address: _____
Contact Person: _____
Telephone: _____

BGSU FACILITIES OR EQUIPMENT

TO BE USED: (Attach list if necessary)

Dates

Description	BGSU Inventory No.	Out	Return
1. _____	_____	_____	_____
2. _____	_____	_____	_____

SPECIFIC PURPOSE FOR LOAN/LEASE:

RENTAL CHARGE: (Attach list if necessary)

Proposed Rate/Amount	Basis for Rate/Amount
1. _____	_____
2. _____	_____

ACCOUNT(S) TO BE CREDITED:

Number	Account Name
_____/_____	_____
_____/_____	_____

Approved _____
Not approved _____

Budget Administrator

Date: _____

Approved _____
Not approved _____

Vice President/Dean

Date: _____

I, the undersigned, agree to hold Bowling Green State University and its faculty and staff harmless and not responsible for injury, loss or damage during the use of BGSU facilities or equipment. I further agree to repair or replace facilities or equipment which may be damaged or destroyed during above authorized use.

Signature (borrowing individual or contact person) _____ Date: _____

#2-1975 ERIKSEN'S, INC., TOLEDO OHIO

No. 32-84 (Continued)

INSTRUCTIONS FOR COMPLETION OF FORM

Who completes form: Persons/organizations wishing to use/lease University facilities or equipment for external consulting purposes or for special contractual arrangements exclusive of University grants.

USE OF BGSU FACILITIES OR EQUIPMENT BY UNIVERSITY STUDENTS, EMPLOYEES, OR OTHER INDIVIDUALS FOR PURPOSES OTHER THAN NORMAL UNIVERSITY BUSINESS IS STRICTLY PROHIBITED AND ILLEGAL UNLESS APPROVED, IN ADVANCE, BY THE APPROPRIATE VICE PRESIDENT OR DEAN.

Number and Distribution of Copies:

Prepared in quintuplicate: All copies to be forwarded to the budget administrator responsible for the facilities or equipment being loaned or leased for his/her signature and subsequent forwarding to the appropriate vice president or academic dean.

Distribution of approved/signed copies:

- One copy - Office of vice president/dean
- One copy - Person/organization completing form
- One copy - Budget administrator
- One copy - Office of Research Services
- One copy - Office of Inventory Management for the transfer of legal and financial responsibility for the facilities/equipment from the University to the user; and for the physical relocation of the borrowed/leased equipment.

State-Funded Capital Budget Requests 1985-1990

Mr. Spengler stated that the capital budget document has been carefully compiled and the Committee spent some time reviewing the detailed requests.

No. 33-84 Mr. Spengler moved and Mr. Hanna seconded that the Proposed 1985-1990 Bowling Green State University Capital Budget Requests be endorsed for forwarding to the Chancellor of the Ohio Board of Regents as requested by him. The motion was approved with no negative votes.

**STATE-FUNDED CAPITAL REQUEST
(DOLLARS IN MILLIONS)**

	FY 1985-1986	PROJECT COST	STATE COST
1. BOILER RENOVATION		0.600	0.600
2. UTILITIES & RENOVATIONS		2.000	2.000
3. BUSINESS BLDG ADDITION		3.455	3.455
4. OVERMAN HALL RENOVATION		3.855	3.855
5. WILLIAMS HALL RENOVATION		2.300	2.300
6. FINE ARTS ADDITION		7.355	7.355
7. LIBRARY RENOVATION		0.355	0.355
8. ASBESTOS REMOVAL		1.325	1.325
9. INSTRUCTIONAL EQUIPMENT		2.155	2.155
10. DATA PROCESSING EQUIPMENT		13.300	13.300
11. ENERGY CONSERVATION		0.540	0.540
12. BARRIER REMOVAL		0.600	0.600
	TOTAL	37.840	37.840
FY 1987-1988			
13. OVERMAN HALL PHASE 2		3.895	3.985
14. HAYES HALL RENOVATION		5.210	5.210
15. UTILITIES & RENOVATION		2.000	2.000
16. SHATZEL HALL RENOVATION		2.485	2.485
17. ART BUILDING RENOVATION		1.296	1.296
18. WAREHOUSE/VEHICLE STRG		1.370	1.370
	TOTAL	16.256	16.346
FY 1988-1989			
19. UTILITIES & RENOVATIONS		2.000	2.000
20. TECHNOLOGY ADDITION		4.825	4.825
21. HANNA HALL RENOVATIONS		2.100	2.100
22. MOSELEY HALL RENOVATION		2.300	2.300
23. EPPLER NORTH RENOVATION		1.125	1.125
24. EPPLER SOUTH RENOVATION		1.450	1.450
25. JOHNSTON HALL REHABILIT		0.775	0.775
26. HOME ECON BUILDING		7.520	7.520
27. STEAM LINE NORTH CAMPUS		1.000	1.000
28. SECOND STEAM FEEDER		0.775	0.775
	TOTAL	23.870	23.870
	SIX YEAR TOTAL	77.966	78.056

**Proposed Improvement Projects to be Funded and Report of
Improvement Projects Funded for the Period October 15, 1983, to January 13, 1984**

Mr. Spengler said the Committee reviewed proposed improvement projects as submitted and voted to approve the listing for submission to the Finance Committee and to the full Board. He added that projects funded in accordance with prior Board authorization were reviewed by the Committee and accepted for the official record.

Status of Capital Improvements Report

Mr. Spengler stated that the capital improvements report was reviewed by the Committee and accepted for the official record.

Space Needs for the Social Philosophy and Policy Center

Mr. Spengler reported that the Committee discussed space needs for the Center as outlined in detail in a memorandum from Dr. Fred D. Miller, Jr., Executive Director. He noted that the Center has been awarded a new grant and 1) this will permit expansion of the staff, 2) the establishment of a visiting distinguished scholars program, and 3) possible move to a larger and more efficient space, with the Home Management Center as one area to be considered. Mr. Spengler stated that the Committee discussed required renovation of the Home Management Center; however, action by the Board is not proposed at this time.

President Olscamp noted that the Social Philosophy Center is one of the most interesting academic centers on the campus and that the University of Maryland has the only other center of this type in the country. He stated that as the result of the funding as many as five eminent scholars will be on campus.

Resolution - Patricia Gangwer

No. 34-84 Mr. Spengler read the following Resolution and moved its adoption by the Board, seconded by Mr. Shanklin. The members concurred unanimously.

RESOLUTION

WHEREAS, Patricia Gangwer concluded 32 years of employment with Bowling Green State University and an association with six of the University's Presidents on December 31, 1983; and

WHEREAS, her career with Bowling Green State University epitomized professional behavior and service at all times; and

WHEREAS, her love of the University and her dedication to duty were never compromised or blinded by self-interest or personal predilection; and

WHEREAS, her writing, her research, her record-keeping and indeed her institutional memory have contributed greatly to the maturation of Bowling Green State University; and

WHEREAS, her work as an unofficial ombudsperson in the Office of the President lessened bureaucratic entanglements for an untold number of students and parents; and

WHEREAS, in the judgment of this Board, this native of Emporia, Kansas, who unselfishly served the University for the benefit of others, has rightfully earned a respected and cherished place in the annals of Bowling Green State University;

NOW, THEREFORE, BE IT RESOLVED: That Patricia Gangwer be extended a unanimous vote of thanks and appreciation by this Board as well as a collective expression that her retirement be joyful and that her love affair with the simple, declarative sentence remain always.

FINANCE COMMITTEE

Mr. Hall reported that the Committee met on Thursday evening, reviewed the agenda items submitted and voted to propose the following actions to the full Board.

**System Adjustment for Employer Pickup of
Contributions to the State Teachers Retirement System (STRS)**

No. 35-84 Mr. Hall moved and Mr. Shanklin seconded that the following Resolution be adopted. The Resolution was adopted by unanimous vote of the members.

RESOLUTION

WHEREAS, this Board did authorize and make mandatory on February 11, 1983, in resolution number 53-83, an employer "pickup" of the employees retirement contribution for all State Teachers Retirement System (STRS) members and for all unclassified staff Public Employee Retirement System (PERS) members at the then existing rate of 8.5 percent; and

WHEREAS, STRS did, on January 1, 1984, increase the contribution rate to 8.75 percent;

NOW, THEREFORE, BE IT RESOLVED, That the employee contributions to STRS shall be paid effective with the January 1984 compensation for all STRS members at the 8.75 percent rate in lieu of contributions by the employee; and

#2-1976 ERIKSEN'S, INC., TOLEDO OHIO

BE IT FURTHER RESOLVED, That this increased employer "pickup" of the employee retirement contribution is mandatory for all STRS members and that no STRS member may have the option of choosing to receive the increase in contributed amounts directly instead of having them paid by the University to STRS; and

BE IT FURTHER RESOLVED, That the salaries of all affected STRS employees are hereby reduced by the additional amount (0.25%) of the employer "pickup" of the employee retirement contribution and that the University President is hereby authorized and requested to implement the provisions of this motion; and

BE IT FURTHER RESOLVED, That it is the intent of this Board of Trustees to maintain a constant relationship of employer "pickup" to any subsequent rate changes as may be imposed by either STRS and/or PERS; and, therefore authorizes the University President to implement, in concert with any such STRS/PERS imposed rate changes, subsequent action to maintain consistency with the preceding provisions of this motion.

**Proposed Improvement Projects to be Funded and
Report of Improvement Projects Funded for the period
October 15, 1983, to January 13, 1984**

Mr. Hall reported that both proposed improvement projects and the report of those projects funded in accordance with previous Board action were reviewed by the Committee. He confirmed the Committee's endorsement of the Personnel/Facilities Committee's recommendation that the projects be funded as listed.

No. 36-84 Mr. Hall moved and Mr. Newlove seconded that approval be given to the allocation of funds for Improvement Projects totaling \$31,160, as listed.

**Bowling Green State University
Improvement Projects**

Improvement Projects Funded

Resolution No. 38-77, approved February 10, 1977, gave authorization to the President or his designee to proceed with various projects without prior approval of the Board as long as the stated guidelines in the Resolution were followed. The attached list shows the projects funded in accordance with this Resolution during the period October 15, 1983 to January 13, 1984.

Accounting Unit/Project Description	Type of Project			Source of Funding
	Replacement	Improvement	Maintenance	
		--Residence Halls--		
		--Other Auxiliaries--		
STUDENT SERVICES				
1) Major Overhaul of Chiller (A)				
Total Project Cost \$21,120	\$12,000 (C)	\$	\$	Reserve for Depreciation
VARIOUS RESIDENCE HALLS AND STADIUM				
2) Repair of Water Damage to Auxiliary Units			\$10,000	Auxiliary Insurance Res
		--Local Capital Improvements--		
TUNNEL				
3) Tunnel Repairs-Condensate Return Lines				
Total	\$ 9,160 (C)	\$ -0-	\$10,000	Special Projects Acct.
	\$21,160	\$ -0-	\$10,000	
		--Residence Halls--		
MCDONALD				
1) Replace Carpet-East/West (A)	\$ 147	\$	\$	Reserve for Depreciation
Total Project Cost \$15,647				
OFFENHAUER				
2) Carpet Main Lounge (A)	1,000 (C)			Reserve for Depreciation
Total Project Cost \$33,000				
CONKLIN				
3) Replace Fire Doors (A)	141			Reserve for Depreciation
Total Project Cost \$24,141				
		--Other Auxiliaries--		
STADIUM				
4) Seal Stadium (A)			\$ 24	Deferred Maintenance
Total Project Cost \$6,024				
Total	\$ 1,288	\$ - 0 -	\$ 24	

(C) - Outside Contract
(A) - Additional Amount Required

The Secretary called the roll with the following results: Voting "yes"--
Mr. Dyckes, Mr. Hall, Mr. Hanna, Mr. Ludwig, Mr. Murray, Mr. Newlove,
Mrs. Russell, Mr. Shanklin, Mr. Spengler.

The motion was approved unanimously.

#2-1975 ERIKSEN'S, INC., TOLEDO, OHIO

Committee Chairman Hall reported that among other items discussed by the members is the Auditor of State's Report of Examination of Bowling Green State University for the fiscal periods July 1, 1980, through June 30, 1982. He stated that the report reflects credit on the management of the University, the only item in question being a deficiency in the program for records management of all University-related financial records. He also called attention to the availability of the complete audit report in the Office of the Internal Auditor.

NEW ITEMS

Proposed Appointments to the Firelands College Board

Mr. Wakefield, Vice President of the Firelands College Board, named those individuals recommended for confirmation by the Board of Trustees and noted the brief resumes for the new appointees.

No. 37-84 Mr. Dyckes moved and Mrs. Russell seconded that approval be given to the appointment of the following to the Firelands College Board in accordance with actions taken by the Firelands College Board at the December 7, 1983, meeting:

Reappointment for four-year term:

- Florence Hennings, Milan, Ohio
- George R. Mayer, Huron, Ohio
- Edward R. Moyer, Bellevue, Ohio
- William J. Parker, Sandusky, Ohio

Initial appointment for four-year term:

- Naomi M. Akins, Port Clinton, Ohio
- Michael B. Manko, Marblehead, Ohio

Appointments to fill unexpired terms (members resigned):

- Marcus French, Milan, Ohio (replacing Dr. Rosso, whose term expired in 1986)
- Thomas A. Harker, Huron, Ohio (replacing Mr. R. Pifer, whose term expired in 1984)

The motion was approved with no negative votes.

Proposed Major and Minor in Scientific and Technical Communication Department of English, College of Arts and Sciences

Dr. Thomas Wymer, Professor, Department of English, reported that the proposal is the product of several years of research and responds to needs of business and industry and the rising enrollments in the technical writing courses. He termed the budget for this program "lean."

No. 38-84 Mr. Dyckes moved and Mr. Spengler seconded that approval be given to the Proposed Major and Minor in Scientific and Technical Communication, Department of English, College of Arts and Sciences.

The motion was approved with no negative votes.

REGULAR ITEMS

Sponsored Grants and Contracts Awarded, November-December, 1983

No. 39-84 Mr. Hanna moved and Mr. Newlove seconded that grants and/or contracts in the amount of \$2,464,165.50, 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>
November, 1983	\$ 761,174.16	\$ 5,673,884.28
December, 1983	1,702,991.34	7,376,875.62

The motion was approved with no negative votes.

COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

July 1 through Nov 30
Fiscal Year to Date

	<u>1982-83</u>	<u>1983-84</u>
I. Research		
A. Federally Sponsored	\$ 435,228.00	\$ 171,881.00
B. Privately and State Sponsored	80,710.48	18,588.44
TOTAL RESEARCH GRANTS	\$ 515,938.48	\$ 190,469.44
II. Institutes and Workshops	19,983.00	9,676.29
III. Public Service Grants and Contracts	1,201,150.64	1,293,499.55
IV. Program Development and Innovation Grants	627,961.00	807,413.00
V. Equipment Grants	28,000.00	106,325.00
TOTAL SPECIAL PROJECTS GRANTS & CONTRACTS	\$ 2,393,033.12	\$ 2,407,383.28
VI. Student Aid Grants	2,572,316.00	3,266,501.00
TOTAL ALL GRANTS AND CONTRACTS	\$ 4,965,349.12	\$ 5,673,884.28

No. 39-84 (Continued)

COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

July 1 through Dec 31
Fiscal Year to Date

	1982-83	1983-84
I. Research		
A. Federally Sponsored	\$ 435,828.00	\$ 171,881.00
B. Privately and State Sponsored	95,252.48	26,228.44
TOTAL RESEARCH GRANTS	\$ 531,080.48	\$ 198,109.44
II. Institutes and Workshops	19,983.00	9,676.29
III. Public Service Grants and Contracts	1,202,890.64	1,521,328.89
IV. Program Development and Innovation Grants	627,961.00	812,763.00
V. Equipment Grants	28,000.00	141,325.00
TOTAL SPECIAL PROJECTS GRANTS & CONTRACTS	\$ 2,409,915.12	\$ 2,683,202.62
VI. Student Aid Grants	2,640,273.00	4,693,673.00
TOTAL ALL GRANTS AND CONTRACTS	\$ 5,050,188.12	\$ 7,376,875.62

REPORTS

Recruitment and Admissions - Mr. John W. Martin, Director of Admissions

Mr. Martin presented information and slides to describe the Admissions Marketing Strategies and Tactics for Fall 1984 and highlighted the following areas and activities:

Student Recruitment Program

Admissions staff visited and participated in 430 high schools and 80 programs, particularly in Ohio counties. Also, staff plans are made for out-of-state college fairs, college night programs, etc., this spring.

Minority Student Recruitment

Office of Admissions and Student Development are cooperating to recruit academically and financially disadvantaged students.

Minority prospects also contacted through the National Scholarship Program and rosters of outstanding minority community college students.

Minority tour guides are recruited.

Contacts are made by way of the minority alumni.

A brochure concerning minority student life is planned in the future.

Use of Students in Recruitment

Undergraduate students are utilized to recruit prospective students as

- Campus tour guides
- Guides for special campus programs
- Off-campus program representative
- Phone power callers
- Alumni/admissions reception representatives

Use of Faculty/Staff in Recruitment

These programs include

- Admissions Recruitment Network
- Correspondence with prospective students
- Interviewing prospects visiting the campus
- Preview Day Program
- Alumni/Admissions Receptions

Admissions Standards for Fall 1984

Use of PGPA sliding-scale formula to determine freshman admissibility.

Measures of academic success of a freshman -- H.S. GPA, ACT or SAT scores, and H.S. rank.

Office of Admissions expects improvement in the academic quality for the Fall 1984 freshman class.

Computing Advancements in the Office of Admissions

Microcomputing introduced this year to enhance abilities in admissions strategy planning, admissions research, and data acquisition.

Streamlining of the Office of Admissions with new word processing system configured with microcomputers and a laser printer.

Mr. Martin concluded his report by indicating that with continued budget and staffing support for the Office of Admissions BGSU will become more competitive in a decreasing pool of prospective college students.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Betty van der Smissen

Dr. van der Smissen pointed to the following as major concerns of the faculty:

1. Updating of the mission and role of the University.
2. The large number of requests for Charter Interpretations; a report will be made to the Board at a meeting later this spring.
3. Unusual number of faculty and student appeals this year.

She reported that two other concerns of the faculty are

1) that while some attention has been given to the faculty in transition and retirees, greater attention needs to be given to replacement or new faculty. The desired expertise relates to the mission and role and provision for dynamic programs. However, if BGSU is to get top replacement faculty and keep them, an essential element in recruitment is benefits. There is a need to revise our policies, processes, rights, privileges and benefits as they relate to new employees. We cannot expect the new, young faculty member to be as experienced and knowledgeable as a person who has been here for a number of years, and, therefore, BGSU needs to help in the improvement of instruction and research tools and how to assist the faculty to secure grants.

2) Bowling Green must stay dynamic, find new ways to use our resources, needs to have the "risk" money in the preparation of the budget for academic year and summer, needs to have the staple core education and to identify those things on the decline and those on the upswing.

Undergraduate Student Representative - Brian J. Baird

Mr. Baird stated that with the New Year come new energy and commitment. He reported that the Student Legal Services Plan has met with good response from the students and from the attorneys; a total of \$27,000 has been generated in the Legal Services Fund for last semester. He pointed to the program for student voter registration on campus last semester as a "major accomplishment."

President Olscamp commended Mr. Baird on the outstanding effort in organizing the Council of Presidents of all the student organizations on campus.

Graduate Student Representative - Beverly E. Baker

Ms. Baker recapped a look forward and where the Graduate Student Senate is going to include

- 1) improvement of the life of the graduate student on campus;
- 2) assurance that students do not overload themselves in the departments;
- 3) work on housing for graduate students and the possibility of on-campus areas;
- 4) improvement of relationships with landlords in Bowling Green with the assistance of Trustee

Newlove;

- 5) improvement of relationships with organizations;
- 6) work the international student into the community life through cooperation with the World

Student Association;

- 7) discussion of some of the world problems;
- 8) formation of a "wellness team" for graduate students; and
- 9) appointment of two ad hoc committees: one to address the Solomon Amendment (has to do with students signing off for financial aid) and another to address the general fee process.

Ms. Baker thanked those who helped the Graduate Student Senate and its programs throughout the past semester and expressed appreciation to President Olscamp for speaking to the students on the importance of graduate education.

Ms. Baker recognized the service of the late Richard Lenhart in the activities of the Graduate Student Senate and noted that "he will be remembered for his contributions to the student programs at the University."

Firelands College Board Representative - George R. Mayer

Mr. Mayer, who could not be present, was represented by Mr. Read Wakefield, who thanked the Board of Trustees for endorsement of the appointments to the Firelands Board. He commented briefly concerning the activities of the Firelands Board and the annual meeting held on December 7, 1983 and recognized the Jobs Participation Program at Firelands.

EXECUTIVE SESSION

Chairman Ludwig called for an executive session to permit the members to consider personnel matters and, hearing no objection, adjourned the regular meeting at 11:44 a.m. He stated that the executive session would last about 15 minutes after which the Board would reconvene for the purpose of adjournment.

The regular meeting was reconvened at 11:57 a.m. Chairman Ludwig stated for the record that in accordance with regulations under the "sunshine law" the Board met in an executive session to consider personnel matters and that no official action was taken.

ANNOUNCEMENTS

Chairman Ludwig requested the Board Secretary to investigate alternate seating arrangements for the next meeting to permit the Trustees to have a conference-type setting.

He stated that the next meeting is scheduled on Friday, February 10, 1984.

ADJOURNMENT

The regular meeting was adjourned at 12:02 p.m. Board members moved to the Office of Admissions, 110 McFall Center, for a tour of the admissions office.

 President

 Secretary

Bowling Green, Ohio
March 2, 1984

In keeping with the official notice, the Board of Trustees met in the Offenbauer Residence Center (West Tower), Room 1104 A & B, Bowling Green Campus, with the following members present: M. Shad Hanna, Vice Chairman; Albert E. Dyckes; Melvin L. Murray; Richard A. Newlove; Ann L. Russell; and Charles E. Shanklin. Trustees J. Warren Hall, Robert C. Ludwig and William F. Spengler, Jr., could not be present due to schedule conflicts.

Also present were President Paul J. Olscamp; Philip R. Mason, Assistant to the President and Secretary to the Board; Betty van der Smissen, Faculty Representative to the Board; Brian J. Baird, Undergraduate Student Representative to the Board; Beverly E. Baker, Graduate Student Representative to the Board; William E. Clark, Firelands College Board member, representing George R. Mayer, Firelands College Board Representative; Eloise E. Clark, Vice President for Academic Affairs; Richard R. Eakin, Vice President for Planning and Budgeting; Richard A. Edwards, Vice President for University Relations; Paul R. Nusser, Treasurer; Karl E. Vogt, Vice President for Operations; Don Passmore, Jr., Director of Internal Auditing; representatives of the auditing firm of Peat, Marwick, Mitchell & Co., Toledo; media representatives; and a number of observers.

Vice Chairman Hanna called the meeting to order at 10:03 a.m.; Board Secretary Mason called the roll and announced that a quorum was present.

MINUTES

No. 40-84 Mr. Murray moved and Mrs. Russell seconded that the minutes of the meeting of January 13, 1984, be approved as written. The motion was approved.

PRESIDENT'S REPORT

Dr. Olscamp reported as follows:

Undergraduate Admissions

I am pleased to report that Bowling Green State University is increasingly successful in its ability to attract quality freshman applicants even in the face of a high school graduate population decline of 5-6% per year. Today we are closing the receipt of applications for both freshman and transfer admission to the Fall Semester, 1984. We expect that applications on hand as of today will result in 3,200 freshman and 400 transfer enrollees this Fall Semester. Minimum standards for freshman admission to the Fall Semester were raised over Fall, 1983 standards by increasing the minimum GPA from 2.5 to 2.7 and increasing the minimum ACT score from 20 to 21.

Graduate Admissions

Graduate applications, as of February 29, 1984, remained virtually unchanged for the same reporting period in 1983 at 1804. However, within the various application categories, small changes were observed during February. The changes revealed that applications to degree programs increased 3%, while applications to Special Standing (non-degree) status increased 4%.

If the present trend in graduate applications continues and other economic trends remain constant, the Fall Semester, 1984 graduate enrollment should approximate the Fall Semester, 1983 enrollment.

Enrollments for Spring Semester, 1984

Spring Semester enrollments are complete. Official 14th day headcount enrollment figures for the Spring Semester are 15,834 students on the main campus, 1,140 students at the Firelands College, and 491 students in extensions and study abroad programs. These enrollments represent 94%, 92%, and 92%, respectively, for fall enrollments. The total university headcount enrollment of 17,465 is 293 students above Spring Semester, 1983. Full-time equivalent enrollments for Spring Semester are 14,727 on the Main Campus, 610 at the Firelands College, and 147 in extensions and study abroad programs. The total university full-time equivalent enrollment of 15,483 this Spring Semester is 206 above last Spring.