Board of Trustees Meeting Minutes 1952-06-14

Bowling Green State University

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Resignations (Continued):

A. Bruce Graham, Associate Professor of Speech, effective August 1, 1952.
Lois Anne Macdonald, Occupational Therapist, C. P. Center, effective June 2, 1952.
Herbert A. Quay, Assistant Professor of Speech, effective May 30, 1952.
Kenneth Schaefer, Instructor in Graphic Arts, effective May 30, 1952.
Earl C. Hackworth, Associate Professor of Psychology, effective May 30, 1952.

Leaves of Absence:

Oldrich Jicha, Assistant Professor of Business Administration, for the year 1952-53.
P. W. Jones, Director of the News Bureau, for the month of July, 1952.

1952 Summer Session Appointments Not Previously Confirmed:

Mrs. Mary Ann Hodge Blalock, Graduate Assistant, Cerebral Palsy Center, $150.00.
George Konold, Student Assistant, Summer Speech Clinic (to be paid from money provided by Wood County Society for Crippled Children).

CIVIL SERVICE

Appointments:

Rosemary Hennings, Clerk Stenographer I, $160.00 per month, effective May 1, 1952.
George Bacherhaus, Groundskeeper, $121.00 per month, effective May 1, 1952.
George A. Rogers, Custodial Worker I, $176.00 per month, effective May 1, 1952.
Clarence Leinert, Maintenance Repairman I, $200.00 per month, effective May 1, 1952.
Jane Kryder, Clerk Typist I, $115.00 per month, effective May 1, 1952.

Leaves of Absence:

James Musser, effective May 1, 1952, for one month

Resignations:

Nancy Winter, effective May 10, 1952
Carmen Groff, effective April 15, 1952
Rosemary Spre, effective April 1, 1952
Helen D. Green, effective May 16, 1952.

Increases in Salary and Changes in Classification:

Nedra Sewell, from position of Clerk Stenographer I at a salary of $150.00 per month to Clerk Stenographer II at $160.00 per month, effective May 1, 1952.
Dorothy Woodburn, from Clerk Typist I at a salary of $115.00 per month to Clerk Stenographer I at $160.00 per month, effective May 16, 1952.

Purchase of a residence on North College Drive from Arlo D. Boggs was reported by President McDonald, the consideration having been $9,600. This purchase was made from the funds of the University Housing Commission, and the property was deeded to the Housing Commission, a subsidiary agency of the University under State Law.

Attest:

E. T. Rodgers
President

Alva W. Bachman
Secretary

Bowling Green, Ohio
June 11, 1952

The Board of Trustees assembled at 1:30 p.m. in the Board Room, with the following members present:

E. T. Rodgers, President
Alva W. Bachman, Secretary
Carl H. Schwy

The minutes of the May 30, 1952, meeting were read and approved.

Mr. Bachman moved that the Business Manager be authorized to enter into an agreement with the Northern Ohio Telephone Company to put the proposed new telephone conduit along the west side of Ridge Street underground just inside the campus, making use of the University tunnels wherever feasible; that the University pay not to exceed $1,000 of the extra cost involved in putting the line underground. Mr. Schwy seconded the motion, and it was passed.

On motion of Mr. Schwy, seconded by Mr. Bachman, the Board voted that the following payroll changes as reported by the President be confirmed and entered in the minutes of the meeting:

FACULTY AND ADMINISTRATION:

New Employees:

Mrs. Ruby Bower, Assistant in Department of Health and Physical Education, $1,500.00 for academic year 1952-53.
Carol Frank, Occupational Therapist, Cerebral Palsy Clinic, June 8 to August 1, 1952; $953.32 for the period.
Resignations:

Mrs. Jane Swagger, Catalog Assistant, University Library, effective June 15, 1952.
William S. Wagner, Assistant Professor of Education, effective August 1, 1952.

Summer Session Appointments Not Previously Confirmed:

Mary Laueyer, Assistant Professor of Education, $600.00.
Russell Baird, Assistant Professor of Journalism, $200.00 (1/2 plan workshop).
Lawrence Kohl, Associate Director, Huron Playhouse, $200.00 (from drama fund).
Jesse Currier, Associate Professor of Journalism, $100.00 (workshop).
Donald Peterson, Instructor in Journalism, $400.00 (workshop).
Robert A. Steffen, Assistant Professor of Journalism, $400.00 (workshop).

John Youngpeter, Student Assistant, Biology lab., June 7-August 1, 1952; 556 hrs. max. 15 hrs. per wk.
Aileen Asley, Student Asst., Psych. Dept., 8 hrs., max. of 15 hrs. wk.; 556 hrs.
Beverly Schardt, Student Asst., Psych. lab., 4 hrs., max. 15 hrs. wk.; 556 hrs.

Resignation from Summer Session Faculty:

Edward Schunder, Instructor in Industrial Arts (1/2).

CIVIL SERVICE

New Employees:

Mary Jane McFall, Clerk Typist I, $125.00 per month, effective June 2, 1952.
Opal Burrill, Domestic Worker I, $125.00 per month, effective June 2, 1952.

Leave of Absence:

Goldie Hansen, for three months effective June 5, 1952.
Zola Hoercr, for three months effective June 9, 1952.

Returned from Leave of Absence:

James Musser, effective June 1, 1952.
Mary Reall, effective June 1, 1952.

Resignations:

Nancy Burbridge, effective June 9, 1952.
Sally Housecall, effective June 7, 1952.
Dorothy Amorech, effective April 30, 1952.

President McDonald reported that, pursuant to previous action of the Board, he is negotiating with the Federal Housing and Home Finance Agency in an effort to secure a loan of $2,100,000 for the construction of new dormitories. If the loan is granted, three major units of new housing are contemplated as follows:

1. A new section of Kohl Hall to the east of the present unit. This new section will have a normal capacity for approximately 170 men.
2. A new dormitory for women, to be located adjoining Cottages I and II in the present block of women's residences. This dormitory will have a normal occupancy of approximately 250 persons.
3. Completion of the group of men's dormitories between Kohl Hall and Fraternity Row. Two of these dormitories, 8 and 9, have already been completed. The proposal is to build a connecting unit between the two existing buildings and to build two new units, each about 2½ times the size of one of the present dormitories. These two new units to run north and south at the east and west ends of the area, thus completing the "U." This proposal will add approximately 500 new beds for men at normal occupancy.

Preliminary plans for these dormitories are being drafted by the State Architect's Office.

Mr. Schewyn moved that the President be fully authorized to proceed with the plans as outlined: to secure the loan of $2,100,000 if possible; to contract with the State Architect for architectural and supervisory work; to take whatever action the President may deem necessary or desirable in the furtherance of the building of the new dormitories. The motion was seconded by Mr. Bachman and unanimously passed.

Mr. Bachman moved that the President of the University be authorized and directed (a) to convert the old power plant building into a center for maintenance shops and offices, making such alterations and expenditures as may be necessary in this connection; (b) to remove the li emergency housing units known as the huts, discontinuing these units for student housing, transferring the 7 huts to various other locations on the campus for other uses, and to sell to the highest bidder the remaining 7 huts with the understanding that the purchasers of the huts will move them and fully restore the site. Mr. Schewyn seconded the motion and it was unanimously adopted.

Mr. Bachman moved that the annex to the hospital commonly referred to as Dorm S, be utilized for educational purposes, and that the University pay from the Federal Sinking Fund, payments to start September, 1952. Motion seconded by Mr. Schewyn. On roll call, all members voting "aye." Motion carried.
Following the meeting, members of the Board made a tour of the campus to inspect major projects now in process or planned to begin in the immediate future for the improvement of the University plant.

PG

Attest:

President

Secretary

Bowling Green, Ohio
September 20, 1952

The Board of Trustees met in the Trustees' Room with the following members present: E. T. Rodgers, President; Alva W. Bachman, Secretary; J. C. Donnell II, Treasurer; Frazier Reams; Carl T. Schmyn.

The minutes of the June 14 meeting were approved.

President McDonald reported that the 1952-53 academic year was off to a good start, with the freshman enrollment apparently above that of 1951-52. Housing conditions, food service, classroom and office facilities, and maintenance and custodial service have been substantially improved, and an excellent spirit prevails among faculty and students as the year begins.

On motion of Mr. Donnell, seconded by Mr. Reams, and unanimously adopted, 13 scholarships and grants-in-aid awarded by the President to freshmen were approved in addition to the 200 previously authorized by the Board of Trustees.

The President reported the findings of a survey of policy and practice among leading colleges and universities with respect to tenure in administrative positions. Information secured from 82 representative institutions throughout the country indicates that the following policies are generally accepted in the majority of institutions:

- Administrative officers and staff members who hold faculty rank are entitled to the same tenure status as is provided for members of the teaching faculty.
- An administrative employee covered by faculty tenure provisions has tenure in his faculty rank, rather than in the administrative office he holds.
- Administrative staff members whose positions are classified under the Civil Service (in institutions where such a system prevails) are covered by the same legal provisions as are other Civil Service employees.
- Administrative positions are rarely filled for more than a year's duration, except in the case of the President.
- Typically, an administrative appointee holds his administrative position at the will of the President and Board of Trustees.
- Except for employees who have faculty rank or Civil Service status, administrative staff members are not eligible for continuing contracts or tenure status.
- In practice, University staffs are very stable, and continuity of employment is generally practiced. This is due to satisfactory service, however, rather than the existence of legal or moral commitments as to tenure.

There was general agreement in the Board of Trustees that the policies outlined above are sound and applicable in Bowling Green State University. Following the discussion, it was moved by Mr. Schmyn, seconded by Mr. Donnell, and unanimously voted:

1. That the President be authorized, with the approval and confirmation of the Board of Trustees, to extend faculty rank to any administrative officer who has served the University continuously and with distinction for five years or more, provided such administrative officer meets the minimum educational and other qualifications for the faculty rank to which he is named; such administrative officer as a member of the general faculty to have the benefits of tenure in his faculty rank, but not in any specific administrative post.

2. That the President be authorized, with the approval and confirmation of the Board of Trustees, to secure Civil Service classification for such administrative positions as may appropriately be placed under the Ohio Civil Service System.

3. That any appointment to an administrative position shall continue for such time as the President deems the service of the individual to be necessary and satisfactory; provided, that when it seems justified the President may enter into a one-year firm contract with an administrative employee.

Mr. Bachman moved, Mr. Schmyn seconded the motion, and the Board voted unanimously that the following fees be charged to students registered in the courses listed:

Chemistry 1** - ELEMENTARY CHEMISTRY - 3 hours - $3.00 Laboratory Fee (Effective September, 1952)

Chemistry 1** - ELEMENTARY CHEMISTRY - 3 hours - A continuation of Chemistry 1**. $3.00 Laboratory Fee (Effective September, 1952).

HPK 3** - PHYSICAL EDUCATION ACTIVITIES FOR ELEMENTARY GRADES - 2 hours - $1.00 Fee (Effective September, 1952).