5-4-1962

Board of Trustees Meeting Minutes 1962-05-04

Bowling Green State University

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Amendment #3

That Article VII of the Constitution of the Inter-University Council of Ohio be amended to read as follows:

"Financing

The financing of the Secretariat provided in Article IV, of the biennial evaluations required by Article VI, of appropriate exercises of jurisdiction under Article V, and any other expenditures receiving Council approval shall be by yearly assessments laid upon the six institutions in proportion to their respective State tax appropriations for operating expense."

The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Donnell; Ernsthausen; Schwyn; Ward.

The following personnel changes were reported to the Board:

Resignations:

Patricia Gangwer, Institutional Research Officer, effective April 12, 1962.

Lael Jay Woodbury, Assistant Professor of Speech, effective June 3, 1962.

It was moved by Mrs. Ward, seconded by Mr. Bachman, that the resignations of Miss Gangwer and Dr. Woodbury be accepted. The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Donnell; Ernsthausen; Schwyn; Ward.

Mr. Kreischer reported briefly on the meeting of the Legislative Committee on Capital Improvements which was held in the Board Room of the Administration Building on March 21, 1962.

At the request of Dr. Harshman it was agreed that there would be no formal inauguration. The Board commended Dr. Harshman for this action, since it would be a considerable saving to the University financially.

It was moved by Mrs. Ward, seconded by Judge Bronson, that the President's Office be directed to send to learned societies, colleges, and universities announcements in the name of the Board of Trustees that Dr. Ralph G. Harshman has been appointed President of the University, effective September 1, 1961. The motion was unanimously passed.

President Harshman stated that he would be moving into the President's House soon and extended an invitation to the members of the Board of Trustees and representatives of the press to have a tour of the home following the next meeting of the Board which is scheduled for May 4, 1962.

There being no further business, Mr. Schwyn declared the meeting adjourned.

Attest:

Alva W. Bachman
Secretary
Bowling Green, Ohio
May 4, 1962

After due notice had been given the following Trustees met in the Board Room at 2:00 p.m., May 4, 1962: Carl Schwyn, President; Sumner Canary, Vice President; Alva Bachman, Secretary; Mrs. Anita Ward, and Messrs. John Bronson, and John Ernsthausen. James C. Donnell II was absent. Also present were Dr. Ralph G. Harshman, Dr. K. H. McFall, Mr. E. J. Kreischer, and Dr. Paul F. Leedy.

It was moved by Mr. Canary, seconded by Mrs. Ward that the minutes of the meeting of March 22, 1962 be approved. The motion was unanimously carried.

Mr. Kreischer, upon the request of President Harshman, presented the following progress report on capital improvements:

Addition to Fine Arts Building - The architects have established the date for the final inspection of the building about May 23, 1962. The total cost of this project was $416,304.

Women's Residence Center - The work is now ahead of schedule. The date for final inspection of the west wing will be about June 1, the north wing July 1, and the east wing July 15, 1962. It is hoped that the dining facilities will be available for final inspection between August 1, and September 1, 1962.

Parking Lots - The parking lot at Ridge Street and North College will be extended north one-half block at an estimated cost of $10,000. Buildings on Thurstin Avenue will be razed for a parking lot and three lots on Hombs Avenue will be converted into parking lots to be used by University employees.

Administration Building - Progress is very slow on the building. The brick masons are working, but the steel workers are picketing the area. It was hoped that the building could be completed by January 1, 1963, but the building will probably not be completed until at least March, 1963.

Food Service Building - The final plans have been approved. Bids open June 14, 1962. The estimated construction time is ten months.

Urchel Apartments - The facility had been used for fraternity housing and is now being reconverted into apartments for rental to faculty members. The state architect will open bids on Thursday, June 7, 1962.

Kohl Hall - Advertising for bids for the addition should start in September, 1962.

Athletic Facilities - Advertising for bids on phase one probably will not begin until July, 1962. The type of soil in the area has created drainage problems.
Men's Residence Center - Advertising for bids might be delayed until January 1963, since very little work can be accomplished during the winter months, completion of the facility should not be substantially delayed if started after the first of the year.

Property Purchase - Mr. Ben Segall has been served notice that proceedings will be started in court for the acquisition of his property. The building is located on Thurston Avenue, across from the new Administration Building.

Addition to the Library - Dr. Ralph Ellsworth, director of Libraries at the University of Colorado, has been engaged as a consultant. The state architect, Mr. Ellsworth, and University officials will meet on May 8-9, 1962 to discuss programs and functions preliminary to the development of plans for the facility.

Heating Plant - A consultant has been engaged from Cleveland, Ohio. The preliminary cost estimates are $419,000 or $615,000, depending on what plan is approved.

Recreational Area - This area, located at the east end of the campus, should be completed within several weeks.

Summer Projects - The total major repairs, deferred maintenance, and changes will cost about $133,000. This includes $59,305 for dormitories and dining halls and $73,370 for state buildings and grounds. Much of the work is to be done by University employees.

It was moved by Judge Bronson, seconded by Mr. Bachman that the above Progress Report on Capital Improvements be made a part of the official minutes of the Board. The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

President Harshman asked Dr. Leedy, Provost of the University, to summarize the status of the faculty for 1962-63. Dr. Leedy stated that the faculty members to whom contracts were offered the following persons did not accept: Seymour Benstock, George Reynolds, and Donna Vogel. Dr. Donald Kleckner had accepted his contract and resigned later to take an important administrative post at another institution.

With regard to the recruitment of faculty, the University has made five term appointments and twelve appointments to the regular faculty. As of this date, there are two offers open pending decision this week. At the present time ten positions remain to be filled as follows: one replacement in the Department of German, one replacement in the Department of Business Administration, three replacements in the Department of English, one new position in the Department of German, one replacement in the Department of Home Economics, two replacements in the Department of Music, one replacement in the Department of Sociology, one replacement in the Department of Speech.

It was moved by Mr. Bachman, seconded by Mr. Ernsthausen, that the above summary on the status of the faculty for 1962-63 be included in the minutes as a matter of record. The motion carried, the following persons voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

The following personnel changes were reported to the Board:

**Resignations:**

- Brooks Anderson, Director of Security, effective June 30, 1962
- Seymour Benstock, Assistant Professor of Music, effective June 30, 1962
- Ernst Braun, Assistant Professor of German and Russian and Chairman of the Department of German and Russian, effective June 30, 1962
- Ervin A. Brown, Assistant Dean of Men, effective June 30, 1962
- Donald C. Kleckner, Professor of Speech and Chairman of the Department of Speech, effective June 30, 1962
- Herman L. Koby, Head Resident, effective September 1, 1962
- Marilyn Patton, Instructor in Health and Physical Education, effective June 30, 1962
- Joseph Perry, Instructor in Sociology, effective July 17, 1962
- George E. Reynolds, Assistant Professor of Music, effective June 30, 1962
- Donna Rae Vogel, Assistant Instructor of Health and Physical Education, effective June 30, 1962

**Transferred:**

- Donald Therriault from Director, Food Service, University Union, to Dining Hall Manager, effective July 1, 1962

**Deceased:**

- Edward Karlin, Instructor in Biology, died April 24, 1962 in Ann Arbor, Michigan

It was moved by Mr. Ernsthausen, seconded by Mr. Canary that the resignations listed above be accepted and that all of the information listed under Personnel Changes be made a matter of record. The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

After the Board of Trustees had learned of the death of Dr. Karlin, it was moved by Mr. Bachman, seconded by Mrs. Ward, that the following resolution be adopted:

In recognition of the service of Dr. Edward J. Karlin who served on the faculty of Bowling Green State University from September 1957 until his untimely death on April 24, 1962,

BE IT RESOLVED

That the Board of Trustees express their sympathy to his wife and family for his untimely death and express appreciation for the valuable services he has rendered the University and that this Resolution be spread upon the minutes of the Board and a copy thereof be sent to his widow and family.

The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

Dr. Harshman reported that two faculty members will have reached the compulsory retirement age at the end of the current academic year. Miss Grace Durrin, Professor of English, joined the staff in 1925, serving the University for thirty-seven years. Miss Madge Johnson, Professor of Home Economics, came to the University in 1937,
serving as a faculty member for twenty-five years. It was recommended that Miss Durrin be given the title of Professor Emeritus of English and that Miss Johnson be given the title of Professor Emeritus of Home Economics.

It was moved by Mrs. Ward, seconded by Judge Bronson that Miss Grace Durrin be given the title of Professor Emeritus of English and that Miss Madge Johnson be given the title of Professor Emeritus of Home Economics. The motion carried, the following persons voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

President Harshman explained that considerable time has been spent by administrative officers of the University in developing an operating budget for the fiscal year starting July 1, 1962, and that the budget for next year should be acted upon by the Board at this meeting. President Harshman requested Mr. Kreischer to discuss with the Board the estimated income projection for next year as compared with the revised estimated income for the current year. In presenting the estimated income, Mr. Kreischer stated that all figures are subject to change, with the exception of the State Appropriation because of a number of variables, particularly enrollment. He further stated that the income figures were based on an on-campus fall head count of 7200 students.

ESTIMATED INCOME PROJECTION FOR EDUCATIONAL AND GENERAL BUDGET
JULY 1, 1962—JUNE 30, 1963
(With Comparative Data For 1961-62)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AVAILABLE BALANCE IN OPERATING ACCOUNTS</td>
<td>$ 286,907</td>
<td>$ 213,125</td>
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<tr>
<td>ESTIMATED INCOME:</td>
<td></td>
<td></td>
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<tr>
<td>State Tax Appropriation</td>
<td>4,057,834</td>
<td>4,287,665</td>
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<tr>
<td>Student Registration Fees:</td>
<td>1,334,875</td>
<td>1,426,000</td>
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<td>Non-Resident Fees</td>
<td>175,275</td>
<td>179,000</td>
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<td>Excess Credit Fees</td>
<td>3,000</td>
<td>3,000</td>
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<td>Total Cash Collections</td>
<td>1,513,150</td>
<td>1,602,000</td>
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<tr>
<td>Fee Waivers - Scholarships and Grants</td>
<td>152,000</td>
<td>142,000</td>
</tr>
<tr>
<td>Fee Waivers - Graduate Assistants</td>
<td>41,000</td>
<td>45,300</td>
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<tr>
<td>Total Registration Fees and Waivers</td>
<td>1,696,150</td>
<td>1,789,300</td>
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<td>Incidental Fees:</td>
<td></td>
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<tr>
<td>Cash Collections</td>
<td>1,452,300</td>
<td>1,566,400</td>
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<td>Less Allocation to Plant Facilities Funds (25%)</td>
<td>363,075</td>
<td>396,600</td>
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<td>Available for Education and General</td>
<td>1,089,225</td>
<td>1,173,800</td>
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<tr>
<td>Other Income:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Branches and Extension Registration Fees</td>
<td>97,000</td>
<td>99,800</td>
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<tr>
<td>Music Fees</td>
<td>64,475</td>
<td>60,000</td>
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<tr>
<td>Salary Reimbursements from State Agencies</td>
<td>16,000</td>
<td>17,000</td>
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<tr>
<td>Student Teaching and Education Fees</td>
<td>22,000</td>
<td>22,000</td>
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<tr>
<td>Administrative Service Charges</td>
<td>200,000</td>
<td>210,000</td>
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<td>Workshops</td>
<td>20,000</td>
<td>20,000</td>
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<tr>
<td>Interest on Invested Local Funds</td>
<td>102,000</td>
<td>87,000</td>
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<tr>
<td>Miscellaneous Charges and Departmental Income</td>
<td>313,025</td>
<td>322,953</td>
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<tr>
<td>Total Other Income</td>
<td>887,000</td>
<td>881,753</td>
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</table>

AVAILABE FOR EDUCATIONAL AND GENERAL $8,017,116 $8,345,643

SELF SUPPORTING PROGRAMS:
European Art Trip -- 20,247
Grants for Sponsored Research and Institutes 293,450 314,168
Total Self-Supporting Programs 293,750 334,415

TOTAL AVAILABLE FOR ALL PROGRAMS 8,310,366 8,880,058

LESS ESTIMATED EXPENDITURES 8,097,441 8,487,752

ESTIMATED BALANCE AT THE END OF FISCAL YEAR $213,125 $192,306

President Harshman requested Dr. McFall to discuss the recommended expenditures for next year as contrasted with the amount authorized for the current year.

RECOMMENDED EXPENDITURES

<table>
<thead>
<tr>
<th>Area</th>
<th>Amount Authorized 1961-62</th>
<th>Amount Recommended 1962-63</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Administration</td>
<td>$ 308,230</td>
<td>$ 292,620</td>
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<tr>
<td>General Institutional Services</td>
<td>339,613</td>
<td>336,441</td>
</tr>
<tr>
<td>Student Services</td>
<td>869,650</td>
<td>970,242</td>
</tr>
<tr>
<td>Financial Aid To Students</td>
<td>164,943</td>
<td>170,148</td>
</tr>
<tr>
<td>Instruction and Dept. Research</td>
<td>3,836,070</td>
<td>4,072,276</td>
</tr>
<tr>
<td>Library</td>
<td>253,340</td>
<td>280,220</td>
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<tr>
<td>Off-Campus Programs</td>
<td>232,987</td>
<td>240,600</td>
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<tr>
<td>Operation and Maintenance of Physical Plant</td>
<td>1,248,706</td>
<td>1,223,050</td>
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<tr>
<td>Group Insurance Adjustment</td>
<td>20,000</td>
<td>0</td>
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<tr>
<td>Employers Retirement Contribution</td>
<td>396,776</td>
<td>425,000</td>
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<tr>
<td>Graduate Assistant Fee Waivers</td>
<td>41,185</td>
<td>45,300</td>
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<tr>
<td>General Contingency</td>
<td>98,573</td>
<td>100,000</td>
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<tr>
<td>Sub-Total</td>
<td>7,086,073</td>
<td>8,153,337</td>
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<tr>
<td>Self-Supporting Programs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer Study Abroad</td>
<td>-0-</td>
<td>20,247</td>
</tr>
<tr>
<td>Sponsored Research and Institutes (supported by grants)</td>
<td>291,368</td>
<td>314,168</td>
</tr>
<tr>
<td>Total</td>
<td>$ 8,097,441</td>
<td>$ 8,487,752</td>
</tr>
</tbody>
</table>
It was moved by Mr. Bachman, seconded by Judge Bronson that the Preliminary Educational and General Operating Budget for 1962-1963 be adopted. The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Ernsthausen; Schwyn; Ward.

President Harshman requested Mr. Kreischer to report on information available at this time relative to the 1963-65 biennial budget requests. Mr. Kreischer stated that the business managers of the state universities of Ohio had attended three meetings preparatory to filing suggestions with the Department of Finance for changes in the presentation of requested budget information. He stated that they had been informed by the Department of Finance that the budget document forms would be made available sometime during June. A general format is to be used by all universities preparing budget requests to be filed by September 1, 1962. President Harshman stated that in order for the Board of Trustees to approve the budget request, it will be necessary to call a meeting prior to September 1, 1962. The next regularly scheduled meeting had previously been set for October 12, 1962.

President Harshman announced that two persons had been elected by the Board of Trustees and the faculty to receive honorary degrees on June 3. These two persons are Howard F. Lowry, President of the College of Wooster and Dr. Edward Teller from the University of California. Both have expressed themselves as being very appreciative of this honor. Unfortunately Dr. Teller cannot be present at the Commencement on June 3. The degree will be conferred upon him when he is in a position to be present. Dr. Lowry will receive the degree Doctor of Humane Letters on June 3, 1962.

Mrs. Ward stated that one requirement for recognition by the American Association of University Women is that the office of president of a college or university be held by the same individual for one year prior to the date of application. Recently the Board of Trustees acted to designate Dr. Harshman as President retroactive to last September 1.

It was moved by Mrs. Ward, seconded by Judge Bronson that Dr. Harshman be directed by the Board to request an application form for recognition by the American Association of University Women by September 1, 1962. The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Donnell (by proxy); Ernsthausen; Schwyn; Ward.

Dr. Harshman extended an invitation to members of the Board of Trustees and the press to inspect the President's House immediately following the meeting.

There being no further business, Mr. Schwyn declared the meeting adjourned.

After due notice had been given, the following Trustees met in a called meeting in the Board Room at 5:50 p.m., July 27, 1962: Carl Schwyn, President; Sumner Canary, Vice President; Alva Bachman, Secretary; Mrs. Anita Ward and Messrs. John Bronson, and James C. Donnell. Mr. John Ernsthausen was unable to attend the meeting. Also present were Dr. Ralph G. Harshman, Dr. K. H. McFall, and Mr. E. J. Kreischer. Mr. Martin L. Hanna also attended the meeting at the request of Mr. Schwyn.

It was moved by Mr. Canary, seconded by Mr. Bachman, that the following resolution be adopted:

BE IT RESOLVED

That the request of Dr. Ralph W. McDonald, President Emeritus of Bowling Green State University, to extend his leave of absence from the University without pay until September 1965, be and is hereby granted.

The motion carried, the following members voting "aye": Bachman; Bronson; Canary; Donnell; Ernsthausen; Schwyn; Ward.

There being no further business, Mr. Schwyn declared the meeting adjourned.

After due notice had been given the following Trustees met in the Board Room at 2:00 p.m., October 1, 1962: Carl Schwyn, President; Sumner Canary, Vice President; Alva Bachman, Secretary; Mrs. Anita Ward, and Messrs. John Bronson, James C. Donnell II, and John Ernsthausen. Also present were Dr. Ralph G. Harshman, Dr. K. H. McFall, Mr. E. J. Kreischer, and Dr. Paul F. Leedy.

It was moved by Mrs. Ward, seconded by Mr. Canary, that the minutes of the meetings of May 4, 1962 and July 27, 1962 be approved. The motion was unanimously carried.

Mr. Schwyn, on behalf of the Board of Trustees, congratulated Mr. James C. Donnell II upon his reappointment by Governor Michael V. DiSalle as a member of the Bowling Green State University Board of Trustees for a term beginning May 17, 1962, and ending May 16, 1969. It was suggested that the Certificate of Appointment be spread upon the minutes of the meeting of the Board as follows:

State of Ohio
EXECUTIVE DEPARTMENT
Office of the Governor
Columbus

I, Michael V. DiSalle, Governor of the State of Ohio, do hereby appoint James C. Donnell II, Findlay, Hancock County, Ohio, as a Member of the Bowling Green State University Board of Trustees for a term beginning May 17, 1962 and ending May 16, 1969.