Follow this and additional works at: https://scholarworks.bgsu.edu/bot

Repository Citation
Bowling Green State University, "Board of Trustees Meeting Minutes 1974-03-16" (1974). Board of Trustees Meeting Minutes. 599.
https://scholarworks.bgsu.edu/bot/599

This Article is brought to you for free and open access by the University Publications at ScholarWorks@BGSU. It has been accepted for inclusion in Board of Trustees Meeting Minutes by an authorized administrator of ScholarWorks@BGSU.
Expenditures to date for the improvement of the above recreational facilities total $38,702.16. Plans are underway for the construction in the Spring of lighting for the intramural fields east of Mercer Road. Final cost figures are not yet available for this project; estimated costs are $60,000.

Raymond C. Whittaker, Dean of Students, has assumed the additional responsibilities of Coordinator of Recreation. As Coordinator of Recreation he is responsible for the continuing maintenance of recreational facilities. He is working closely with the Health and Physical Education Department and the Department of Physical Education and Recreation to involve students in planning for recreation on campus.

Final Winter Quarter Enrollment and Admissions for Fall--1974

Dr. Ferrari called attention to the final winter quarter enrollment as reported—with 15,370 students on campus as compared with 15,056 last year. He said that it is hoped that the overall enrollment for fall can be stabilized at about 15,000 students but added that it is difficult to project how many students will be enrolled at the upper levels. The target for the freshman class for fall 1974 is projected at 3200—admissions were closed on February 8. He added that the University is in a very good enrollment position with stable faculty and staff members—consistent with projections. He called attention to letters now being sent by the Admissions Office to freshmen who apply. He added that graduate admissions are very strong—about 300 ahead of last year—though not all of these students come in the fall quarter.

Office of Development Report

Mr. Ladd pointed out that the University not only worked hard to obtain its fair share of state subsidy payments but also to contact the private sector for gifts. He asked Mr. Ladd to comment on achievements of the Development Office.

Mr. Ladd indicated that gifts received for the first six months of the fiscal year (July 1, 1973—December 31, 1973) show a total for this period almost double that for the same period last year. All gifts to the University are deposited to the Bowling Green State University Foundation, Inc. and come from corporations, friends, and small foundations. Based on the experience of the first six months, Mr. Ladd predicted that the fiscal year total will exceed $600,000 in cash gifts. He said that gifts-in-kind received for the calendar year 1973 were made mostly to the science and technology areas and that these exceeded the preceding year also. He added that the President’s Club has gained 23 new members in calendar 1973—a 38 percent increase over 1972—mainly on deferred gifts. He said that he hoped that the total membership in the President’s Club will exceed 100 this year as plans for the new Alumni Center develop and the fund drive for it gains momentum.

Alumni Report

James Lessig said that alumni giving is on a calendar year basis, that it consists basically of gifts of cash, and that a total of $140,000 was received for calendar 1973, which is an increase of $24,000 over last year. He reported that the 1973 gifts were received from 6400 donors—18 percent of the total alumni. The University alumni are relatively young inasmuch as 54 percent were graduated since 1965. He added that University Circle gifts of $100 each have doubled in the last two years.

Mr. Lessig further commented that last spring the trustees approved the lease of land for the new Alumni Center, and the Alumni Association is awaiting action on House Bill 361, which, if passed, would permit the University to lease land for a longer period than 25 years. He reported that new methods of financing the project are being investigated and that pledges to construct the Center already exceed $140,000, with a number of President’s Club members having made commitments. Mr. Lessig said that he would mail to each trustee a brochure about the Alumni Center but that there will not be a mailing to all alumni until about a year from now—though the Alumni Magazine will carry a story on the Center in the spring issue.

Smoke Detectors

Mr. Scheuerman reported that a consultant electrical engineer has been retained and is making a study of the cost of installing smoke detectors in all residence halls. He said that it is planned that a specific recommendation will be brought to the trustees at the next meeting. He added that the cost will be substantial and that it is hoped that residence hall funds can be made available for this expenditure.

Date of Next Meeting

Mr. Bryan announced that the Finance Committee will meet at 7:00 p.m. on Friday, March 15, and that the next meeting of the trustees will be at 1:00 p.m. on Saturday, March 16.

Adjournment

The meeting was declared adjourned at 11:35 a.m.

President

Secretary

After due notice, the Board of Trustees met in the Ohio Suite, University Union, on Saturday, March 16, 1974, with the following members present: Ashel Bryan, Chairman; Charles Shanklin, Vice Chairman; Norman Hood; Robert Savage; Donald Simmons; S. Arthur Spiegel; and Anita Ward. John Lipaj and Virginia Stranahan were not present.
Also present were President Hollis Moore; K. H. McFall, Secretary to the Board of Trustees; John Greene, Faculty Representative; Mark Walker, Student Representative; Delmar Hilyard, Executive Assistant to the President; Richard Edkin, Vice Provost for Student Affairs; Harold Eckel, Director of Computational Services; Michael Ferrara, Vice President of Resource Planning; James Hof, Vice President for Public Services; Paul Musser, Treasurer-Controller; Elton Ringer, Associate Vice President of Resource Planning; Kenneth Rothe, Provost; J. C. Scheuerman, Vice President for Operations; representatives of the press; and a number of observers.

The Chairman called the meeting to order at 2:05 p.m.

Minutes - Meeting of February 14, 1974

No. 51-74 It was moved by Mr. Shanklin and seconded by Mr. Spiegel that the following 1974-75 budgets for residence and dining halls be adopted:

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Standard Occupancy</th>
<th>Single Occupancy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conklin, Founders,</td>
<td>$220</td>
<td>$290</td>
</tr>
<tr>
<td>Harshman, Kohl, Kreischer, McDonald, Prout, Rodgers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Small group living units</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>Offenhauer</td>
<td>$250</td>
<td>$320</td>
</tr>
<tr>
<td>Dining Halls (board)</td>
<td>$165 per quarter</td>
<td></td>
</tr>
</tbody>
</table>

All members present voting "aye"--the motion was approved unanimously.

No. 50-74 It was moved by Mr. Shanklin and seconded by Mrs. Ward that, beginning in the fall of 1974, the quarterly charge for room and board be increased by $15 and $5, respectively, to the amounts listed below:

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Charge Per Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Occupancy</td>
<td>$220</td>
</tr>
<tr>
<td>Single Occupancy</td>
<td>$290</td>
</tr>
</tbody>
</table>

All members present voting "aye"--the motion was approved unanimously.

Mr. Walker said that the students are aware of the necessity for these increases.

No. 49-74 Mrs. Ward moved, seconded by Mr. Spiegel, that the minutes of the February 14, 1974, meeting be approved as written. All members present voting "aye"--the motion was approved unanimously.

Report of the Finance Committee

Mr. Shanklin said that the Finance Committee, including Ashel Bryan and Anita Ward, met on March 15 and reviewed five items. The committee recommends that

1. the residence and dining hall budgets for 1974-75 be approved;
2. the room charge and minimum board plan for 1974-75 be increased by $15 and $5, respectively, per quarter;
3. authorization be given to construct a microwave telecommunications system with the proviso that if reduced data communication requirements between Bowling Green and the Regional Center do not require this type of system, the specifications are to be re-evaluated and the system changed accordingly;
4. authorization be given to re-roof the Industrial Education and Technology Building; and
5. continued study be given to the installation of smoke/heat detectors for campus living units before authorization is given to make an expenditure in this area.

1974-75 Residence and Dining Hall Budgets - Room and Board Charges

President Moore, in recommending approval of the budgets and of the increases in room and board charges, said that the residence and dining hall budgets are predicated on full occupancy for the year, which is believed to be a fully justified assumption based upon admissions as of March 15 and the statements of intent of those students who have been admitted. Except for the small group living units, there has been no increase in room charges for two years to offset additional expenditures caused by debt service for funds borrowed for the renovation program in the residence halls and for the continuation of improvements which have attracted students to campus living units. Also there is an increase in the depreciation reserve to provide funds for refurbishment as needed. He added that the increased board charge assumes that the present coupon system will be continued. The per cent of increase is not even close to the amount that inflation of food prices would require, but the coupon plan permits some flexibility. The recommendation is made after general consultation with the auxiliary budget committee which looked very carefully at all costs. The initial recommendation of the committee was for a $20 increase in room charge; however, after a review with this budget group, it is recommended that room be increased by $15 per quarter and board by $5 per quarter. The two budgets are balanced. A proposal may be necessary for some adjustments in these amounts in the fall, dependent upon changes in the cost and supply of food and upon the action of the State of Ohio on increases in pay for classified personnel.

Mr. Shanklin observed that Bowling Green will continue to have the lowest room and board charges of the state universities in Ohio, even if other state universities do not increase their charges. He described the increase in room charge as warranted and the responsible action to take to provide funds for continued maintenance of the campus living units at the level which is attractive to the residents.

Mr. Walker said that the residence and dining hall budgets for 1974-75 be approved:

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Income</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENCE HALLS</td>
<td>$6,357,396</td>
<td>$6,357,396</td>
</tr>
<tr>
<td>DINING HALLS</td>
<td>$3,203,084</td>
<td>$3,203,084</td>
</tr>
<tr>
<td>COMBINED RESIDENCE AND DINING HALL</td>
<td>$9,560,480</td>
<td>$9,560,480</td>
</tr>
</tbody>
</table>

All members present voting "aye"--the motion was approved unanimously.
It was moved by Mr. Simmons and seconded by Mr. Rood that grants and/or contracts totaling

No. 54-74

the period reported was too short to give an accurate comparison. He suggested that the monthly report

with regard to delivery of material necessary to the project and that the University will further study

service did not compare favorably with the amount received last year for the same month and that possibly

Sponsored Grants and Contracts

include a column for cumulative total for the fiscal year.

Mr. Shanklin described the proposal before the Board as necessary for proper communication between the

University and the J. Preston Levis Regional Computer Center in Perrysburg.

President Moore said that the University had good consultant advice, has explored within the University

staff and that of the Computer Center, the circumstances surrounding communications, and has reached the
decision that this system is mandatory to satisfy the needs for voice and data communication between the

main campus and the Regional Computer Center at Perrysburg.

No. 52-74

It was moved by Mr. Shanklin and seconded by Mr. Simmons that authorization be given to

expend up to $225,000 to complete the installation of a telecommunications system to transmit

voices and data over a microwave system between the University and the J. Preston Levis

Regional Computer Center—using common carrier equipment, with the source of funds to be:

(1) the sum of $60,000 to be paid from the balance now in the telephone services

auxiliary fund, and

(2) $165,000 to be borrowed by the telephone services auxiliary fund from other

auxiliary funds and guaranteed by a four-year note to be repaid at the annual

rate of $50,000 (principal and interest) until liquidated. Twenty-five thousand

dollars ($25,000) of the annual repayment shall be provided by Computational

Services and the balance shall result from the annual savings accruing from

the elimination of toll charges on calls from the University of Toledo. Interest

on the note shall be at the rate of six and one-half percent (6.5%) per annum

on the unpaid balance.

Should any decisions in the near future by the Regional Computer Center Board of Directors
result in reduced data communication requirements between Bowling Green and Lewis Park,
the specifications of the proposed microwave system are to be re-evaluated and reduced
accordingly.

All members present voting "aye"--the motion was approved unanimously.

Roof - Industrial Education and Technology Building

Mr. Shanklin described the proposed expenditure for a new roof for the industrial Education and
Technology Building as necessary inasmuch as the University is responsible for maintenance of this structure.

No. 53-74

It was moved by Mr. Shanklin and seconded by Mrs. Ward that authorization be given to

expend up to $19,000 from the Special Project Fund to install a new roof on the Industrial
Education and Technology Building at the University Airport. The Secretary conducted a
roll call vote with the following results: Voting "yes"—Mr. Bryan, Mr. Rood, Mr. Savage,
Mr. Shanklin, Mr. Simmons, Mr. Spiegel, Mrs. Ward. The motion was declared approved by
unanimous vote of members present.

Smoke/Heat Detectors

Mr. Shanklin reported that the cost to install smoke and heat detectors in campus living units has now
reached a figure of $377,000 and that the Finance Committee recommends that further study be made of the
project.

Mr. Bryan said that due to the size of the expenditure now required for the smoke and heat detectors
he would suggest that a program of fire watching be instituted in the residence halls and that students be
employed to handle these duties. Mr. Walker reported that the residence halls do have students assigned
to fire watch—on a volunteer basis. Dr. Eakin stated that the personnel assigned to the residence halls
is to provide additional security also function in the capacity of fire watchers; however, such fire watch

duty is not provided in the small group living units.

Mr. Walker suggested that possibly the detector system could be provided in the small group living units
first and as funds become available the installation could be made later in other campus living units.

Dr. Moore said that the changing costs and availability of materials have created a volatile situation
with regard to delivery of material necessary to the project and that the University will further study
the proposal and report to the Board.

Chairman Bryan announced that no action needed to be taken at this time on the smoke and heat detectors.

Sponsored Grants and Contracts

President Bryan stated that the report of funds received during February for research and public
service did not compare favorably with the amount received last year for the same month and that possibly
the period reported was too short to give an accurate comparison. He suggested that the monthly report
include a column for cumulative total for the fiscal year.

No. 54-74

It was moved by Mr. Simmons and seconded by Mr. Rood that grants and/or contracts totaling

$36,780.06, as listed for the period February 1, 1974, through February 28, 1974, be accepted
and expenditures applicable thereto in that amount be authorized. All members present voting
"aye"--the motion was approved.

Microwave Telecommunications System

Mr. Shanklin described the proposal before the Board as necessary for proper communication between the
University and the J. Preston Levis Regional Computer Center in Perrysburg.

President Moore said that the University had good consultant advice, has explored within the University
staff and that of the Computer Center, the circumstances surrounding communications, and has reached the
decision that this system is mandatory to satisfy the needs for voice and data communication between the
main campus and the Regional Computer Center at Perrysburg.

(continued)
Sponsored Grants and Contracts (continued)

RESEARCH SUPPORT (CONT.)

Research Equipment
Salary Support
TOTAL RESEARCH SUPPORT

February 1, 1974-
February 28, 1974
February 1, 1973-
February 28, 1973

$13,270.00
$50,908.00

OTHER SUPPORT

Sponsored Institutes & Workshops
Public Service
Equipment Grants
Development Grants
Salary Grants
TOTAL OTHER SUPPORT

$23,510.00
$72,500.00
$6,000.00
$0.00
$0.00
$78,500.00

Sponsored Grants and Contracts

AWARDED FOR THE PERIOD FEBRUARY 1, 1974 - FEBRUARY 28, 1974.

GOVERNMENT STUDY AID

$36,780.06
$129,608.00

GRAND TOTAL

$36,780.06
$325,828.00

Hospital Affiliation Agreement

Dr. Moore said that, following advice of counsel, the proposal is brought to the Board that authorization be given to the President to sign contracts to be developed as the result of academic affiliations with those hospitals and institutions which are necessary to support the programs of the College of Health and Community Services. He called attention to the sample contract as submitted to the Board and said that counsel will be consulted each time a contract requires execution.

No. 55-74

It was moved by Mr. Savage and seconded by Mr. Simmons that the President or his designated representative be authorized to sign academic affiliations with those hospitals and institutions necessary to support programs of the College of Health and Community Services. These affiliations will be essentially similar to the sample one submitted in the agenda book for the Medical Technology program but will also include provisions for other clinical areas such as Medical Diestetics, Speech Therapy, etc.

All members present voting "aye"--the motion was approved unanimously.

Leave Policies

Vice President Scheuerman explained that the leave policies for nonfaculty contract personnel have been studied by a committee for some time and said that currently there is no formalized policy for these leaves. He added that the policies submitted cover leave for vacation, illness, and certain other time off, including sick leave terminal pay credit for nonfaculty contract personnel and the same for classified employees in keeping with action by the Legislature.

No. 56-74

It was moved by Mr. Savage and seconded by Mr. Spiegel that authorization be given to establish the following policies for vacation, sick leave, leave of absence for nonfaculty and administrative contract employees and for terminal pay credit for classified employees' sick leave balances:

VACATION POLICY FOR NON-FACULTY AND ADMINISTRATIVE CONTRACT EMPLOYEES

All full-time, twelve-month, non-faculty contract employees earn twenty (20) days of annual vacation after completing each year of service. No vacation is earned for less than one year of service. After the first year of employment, vacation is earned (and may be utilized) on a monthly pro-rata basis, i.e., 1-2/3 days per month.

For the convenience of scheduling vacations at the most appropriate time, area supervisors may authorize vacation leave in advance of accumulated leave, provided that should the employee terminate employment, the termination check shall be reduced by the amount of used but unearned vacation.

Vacation is earned while an employee is on an active pay status with Bowling Green State University. It is not earned while on an unpaid leave of absence or while employed elsewhere.

Employees are expected to utilize their vacation annually and at a time approved by the area supervisor. However, with the supervisor's approval, a maximum of twenty (20) days of accumulated vacation may be extended beyond the employee's anniversary date of employment.

Absences chargeable to vacation are to be reported to the employee's area administrator for his designee. Days designated as holidays shall not be charged against vacation. If an employee is required to work on a holiday, appropriate compensatory time may be authorized.
Vacation Policy (continued)

Vacation pay is not granted in lieu of vacation except at termination of employment and such terminal compensation will be paid in a lump sum.

In case of death, unused vacation will be paid in accordance with Section 2113.04 of the Ohio Revised Code. (See continuation of Vacation Policy on Page 402 - top)

SICK LEAVE POLICY FOR NON-FACULTY AND ADMINISTRATIVE CONTRACT EMPLOYEES

Sick leave shall be earned at the rate of 1-1/4 days per month. Non-faculty and administrative contract employees may use sick leave, upon approval of the responsible administrative officer, for absences due to:

a. Personal illness, injury, pregnancy, exposure to contagious disease which could be communicated to other employees and to illness, injury, or death in the employee's immediate family. In the case of a member of the immediate family not living in the same household, the area supervisor may approve sick leave when he believes it justified, but such cases should be carefully investigated.

b. Medical, dental or optical examination or treatment of employee or member of his immediate family.

c. Exposure when a member of the immediate family is afflicted with a contagious disease and requires the care and attendance of the employee.

d. Death in the immediate family -- limited to five working days.

e. Attendance at the funeral of a friend of relative not identified as immediate family -- limited to one working day.

Definition of immediate family: grandparents, brother, sister, brother-in-law, sister-in-law, daughter-in-law, son-in-law, father, father-in-law, mother, mother-in-law, spouse, child, grandchild, a legal guardian or other person who stands in place of a parent (loco parentis).

In the event an employee exhausts his accumulated sick leave because of an extended illness, the employee may be retained on the payroll for an additional period of time if recommended by the area head, and approved by the Provost, Vice President or President. Consideration should be given to years of service, extent of illness, or other extenuating circumstances.

An absence report shall be completed by the employee for every use of sick leave and forwarded to the area administrator or his designee, who is responsible for maintaining sick leave records.

Supervisors may request documentation for sick leave absences.

When an employee is unable to work, the immediate supervisor (or other designated person) should be notified on the first day of absence, if possible. Otherwise, the absence may be charged to leave without pay, if recommended by the area supervisor.

An employee eligible for Workmen's Compensation may choose to use sick leave before such payments are made (sick leave is usually of greater advantage to the employee).

A Bowling Green State University Non-faculty and Administrative Contract Employee, on or after August 1, 1973, at the time of retirement from active service with 10 or more years of service with Bowling Green State University may elect to be paid in cash for one-fourth of the value of his earned but unused sick leave credit. Such payment shall be based on the employee's rate of pay at the time of retirement. Payment for sick leave on this basis shall be considered to eliminate all sick leave credit accrued by the employee at that time. Such payment shall be made only once to any employee. The maximum payment which may be made shall not exceed one-fourth of 120 days.

The Provost and the Vice Presidents shall be responsible for implementing this policy and for authorizing modifications for unusual circumstances. They (or their designees) shall determine their respective area administrator(s) who shall be responsible for the establishment of accrued sick leave for each employee, and for the maintenance of current sick leave records.

RECOMMENDED LEAVE OF ABSENCE POLICY FOR NON-FACULTY AND ADMINISTRATIVE CONTRACT EMPLOYEES

A leave of absence without pay may be granted to a full-time non-faculty and administrative contract employee by his/her area supervisor. Consideration must be given as to whether the position can be held for the return of the employee, and if the position can be satisfactorily filled by a temporary appointment.

An employee may maintain insurance coverage during a leave of absence by personally assuming the financial obligation for a maximum period of one or two years (depending upon the type of insurance desired) with possible further extension if approved by the Insurance Company.

Additional insurance benefits may be available for a disability leave of absence.

(Leave Policies continued)
Proceedings, Trustees Bowling Green State University  

March 16, 1974

Vacation Policy (continued--from top of Page 401)

This policy excludes medical doctors, residence hall directors, housemothers and employees whose contract period is for less than twelve months who have time off with pay during academic recess between quarters, holidays or summer.

The Provost and the Vice Presidents shall be responsible for implementing this policy and for authorizing modifications for unusual circumstances. They (or their designees) shall determine their respective area administrator(s) who shall be responsible for the establishment of accrued leave for each employee, and for the maintenance of current vacation leave records.

**RECOMMENDED POLICY FOR TERMINAL PAY CREDIT FOR CLASSIFIED EMPLOYEES’ SICK LEAVE BALANCES**

Senate Bill 147, enacted at the 1972 legislative session, provided that classified employees with ten or more years of service, "paid directly by warrant of the State Auditor" (for state agencies) could elect at the time of retirement to be paid in cash for one-quarter of the value of their accrued but unused sick leave credit not to exceed 240 hours. SB 31, enacted at the 1973 legislative session, added a provision that all other employees in the State "at the time of their retirement receive pay for all or part of their unused sick leave to the extent consistent with the policy in effect at the employing unit."

Because of this provision, it is necessary that university boards of trustees take formal action to adopt a terminal pay policy with respect to reimbursement of unused sick leave to classified employees. The Personnel Services Advisory Committee has recommended the approval of the following policy statement:

A Bowling Green State University classified service employee may elect at the time of retirement from active service with 10 or more years of service with the state or any of its political subdivisions to be paid in cash for one-fourth of the value of his accrued but unused sick leave credit. Such payment shall be based on the employee's rate of pay at the time of retirement. Payment for sick leave on this basis shall be considered to eliminate all sick leave credit accrued by the employee at that time. Such payment shall be made only once to any employee. The maximum payment which may be made shall be for one-fourth of 120 days.

All members present voting "aye"--the motion was approved.

Personnel Changes

Resolutions: Cecil Max Freeburne and William Jerry Martin

Dr. Moore recommended the adoption of the following resolutions:

**CECIL MAX FREEBURN**

WHEREAS, the Board of Trustees has learned of the death of Cecil Max Freeburne on February 19, 1974; and

WHEREAS, Dr. Freeburne served Bowling Green State University with distinction for 26 years as Assistant Professor, Associate Professor, Professor, and Chairman in the Department of Psychology; and

WHEREAS, his devoted research and teaching have greatly influenced thousands of students and colleagues, added to the fund of knowledge in his field, and brought him and the University national recognition;

THEREFORE, BE IT RESOLVED, That this Board hereby expresses its sincere appreciation for his loyal and outstanding service to the University and for his extension of the boundaries of knowledge; and

BE IT FURTHER RESOLVED, That this resolution be spread upon the official minutes of the University and that a copy be forwarded to Eddie Lou, his wife who, with two children, survives him.

**WILLIAM JERRY MARTIN**

WHEREAS, the Board of Trustees has learned of the death of William Jerry Martin on February 25, 1974; and

WHEREAS, Mr. Martin was a valued employee of the University since 1960, as Assistant Manager of the University Bookstore until 1968 and as Manager of the Cardinal Room, Program Director, and Assistant Director for Programs at the University Union until his death; and

WHEREAS, his high personal standards, intense loyalty to the University, infectious enthusiasm for student-initiated activities, and steady reliability were an example for the thousands of students with whom he worked;

THEREFORE, BE IT RESOLVED, That this Board hereby expresses its sincere appreciation for his outstanding service to the University and the community; and

BE IT FURTHER RESOLVED, That this resolution be spread upon the official minutes of the University and that a copy be given to Joyce, his wife who, with his three children, survives him.
Personnel Changes (continued)

No. 57-74  It was moved by Mr. Simmons and seconded by Mrs. Ward that the above resolutions be adopted. All members present voting "aye"--the motion was approved.

Emeritus Status - Ruth Kilmer

No. 58-74  It was moved by Mr. Shanklin and seconded by Mr. Simmons that Miss Ruth Kilmer be appointed Associate Professor Emeritus, Library. All members present voting "aye"--the motion was approved unanimously.

Personnel Changes and Appointments Effective since February 14 Meeting

President Moore called attention to the appointment of Charles L. Means as Vice Provost for Minority Affairs, following a careful search for a person to fill this position. He comes from a background in urban education and urban affairs and is very well qualified. Dr. Rothe said that Dr. Means was the unanimous choice from a group of more than 120 applicants and gave his enthusiastic endorsement to this appointment.

No. 59-74  It was moved by Mrs. Ward and seconded by Mr. Spiegel that the personnel changes be approved. All members present voting "aye"--the motion was approved.

PERSONNEL CHANGES  March 16, 1974

Administration

Death - Operations Area

William Jerry Martin, Assistant Director for Union Programs, February 25, 1974

New Appointments

Otis L. Block, Coordinator of Transportation, effective April 1, 1974, $13,000 fiscal year rate

William R. Maskill, Assistant Football Coach, effective March 1, 1974, through June 30, 1974, $9,000 fiscal year rate

Change in Assignment and Salary

Richard Powers, from Purchasing Agent to Assistant Director of Purchasing, effective March 1, 1974, fiscal year rate increased from $12,050 to $12,650

ACADEMIC AREA

Death

Cecil M. Freeburne, Professor of Psychology, February 19, 1974

Leaves of Absence

Coni Martin, Instructor in Physical Education and Recreation, Spring Quarter, 1974

Ronald D. Smith, Associate Professor of Education assigned to Special Education, on leave 1973-74, leave extended to 1974-75

Retirements

Charles A. Barrell, Professor of Political Science, effective June, 1974

Mary E. Whitney, Professor of Physical Education and Recreation, effective June, 1974

Resignations

James G. Boulger, Adjunct Assistant Professor of Biology, effective April 1, 1974

Thomas Michalski, Electrical Engineer in Psychology, effective February 28, 1974

Changes in Assignments, Ranks and Salaries

Hunter Boylan, resigned as Assistant Director of Student Development Program, effective February 15, 1974; appointed Acting Coordinator of Modular Achievement Learning Center-TRIO Programs effective February 16, 1974 - June 30, 1974, at a fiscal year rate of $16,000

Annette Johnson appointed half-time Coordinator of Non-Credit Courses and Women's Programs in Continuing Education; will also be half-time Assistant to Director of Ethnic Studies through June 30, 1974, no change in total salary

Joseph F. Krauter, Assistant Professor of Political Science at Firelands, from $18,550 fiscal year rate to $17,000 fiscal year rate effective February 1, 1974 - June 30, 1974; decrease in administrative duties after appointment of new Dean of Firelands Campus

David A. LaFko, MAP Research Assistant, increased from $2,300 to $2,556 for the period Sept. 10, 1973 - June 10, 1974, to reflect an increase in hours Spring Quarter

John J. Stickler, Instructor in German and Russian, from $11,950 to $12,450 academic year rate; completion of doctoral requirements effective February 1, 1974

Special Appointment

Charles L. Means, appointed Vice Provost for Minority Affairs, effective May 1, 1974, at a fiscal year rate of $27,000
Personnel Changes (continued)

<table>
<thead>
<tr>
<th>Name/Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Special Notes and Contract Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graham M. Carter, PT Instructor, Q.A.C.</td>
<td>2,133.33</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>Basil Collins, Visiting Asst. (PT) Professor - Geography</td>
<td>1,200</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>Barbara Rothe, PT Instructor HPE</td>
<td>1,600</td>
<td>Term</td>
<td>Wtr. &amp; Spring Quarters, 1974</td>
</tr>
<tr>
<td>Paula B. Steilner, PT Instructor Humanities Cluster College</td>
<td>1,500</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>Lyle R. Fletcher, Visiting Prof. Geography (PT)</td>
<td>3,650</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>Norman Lattanza, PT Instructor Found. &amp; Inquiry</td>
<td>1,000</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>David Mertz, PT Instructor Found. &amp; Inquiry</td>
<td>900</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
<tr>
<td>Joan Repp, PT Instructor, LDE</td>
<td>935</td>
<td>Term</td>
<td>Spring Quarter</td>
</tr>
<tr>
<td>Russell Working, PT Instructor Found. &amp; Inquiry</td>
<td>1,000</td>
<td>Term</td>
<td>Spring Quarter, 1974</td>
</tr>
</tbody>
</table>

New Appointments, Faculty

Byron E. Swainey, Physician, Health Center | 24,000 fyr | Term | 2/1/74 - 6/30/74 |

Report of Faculty Representative - John Greene

Dr. Greene indicated that his was a progress report on the faculty for two-thirds of the academic year. He gave credit to very strong Senate committees, with additional effort having been exerted last year to recruit both men and women to serve on committees. There has been a dramatic increase in the number of women serving, some of whom had not served on committees before. Women comprise about 20% of the faculty, 30% of the seats on the Senate, and 35% of the committee memberships. Dr. Greene commended the Executive Committee for its willingness to take on additional responsibilities this year.

He outlined accomplishments to date as

1. Recommendation of a comprehensive scholarship proposal including the addition of the Board of Trustees Scholarships;
2. Recommendation by the Senate of 48 new University Achievement Scholarships and two additional President’s Scholarships;
3. Increasing the mix within the faculty through the affirmative action program;
4. Formation of the Committee on Faculty Welfare, a fully functioning Senate committee;
5. Development of Grievance Arbitration Procedure which is available to faculty members in those extreme cases that are just short of having to resort to the courts;
6. Discussion by the Senate Executive Committee with the budget committee of a salary proposal and submission of a request for support of the scholarship program and of affirmative action; and
7. Continued discussion on the application of tenure policy.

Report of Student Representative - Mark Walker

Mr. Walker submitted the following report:

Ladies and Gentlemen of the Board of Trustees:

During the past month the students and the Student Body Officers have hopefully been studying for exams. Consequently, there have been few projects and little to report to you at this time.

Student Body Organization did establish the William T. Jerome III Award which will be given annually to a member of the faculty or administrative staff who has given exemplary and unselfish service to the student body and the university community. Our first recipient was Raymond C. Whittaker, Dean of Students. A surprise dinner was held in his honor on February 26.

I am sure you will be pleased to know that the Student Body elected Michael Wilcox to fill my position during the next term of office. Certainly he will be able to continue to maintain a good bridge to the attitudes and needs of our students. We are looking forward to the second annual Board of Trustees day which will be coming soon. Mike Wilcox will have the details for you in the near future.

It has been my great personal pleasure to be associated with you this past year. I have truly learned a great deal through my experiences with you in university

(continued)
governance. I am sure that it will have a great impact on me for a long time to come. I hope that my association and friendship with all of you will endure beyond my graduation and I wish you continued success both personally and professionally.

Sincerely,

/s/
Mark W. Walker
Student Representative

He noted that Mike Wilcox has been elected to the position of Student Representative for the coming year and that he strongly supported his candidacy. Mr. Walker added that his work with the Board was "definitely my most rewarding experience here at Bowling Green."

On behalf of the Board, Mr. Bryan praised Mark for participating at meetings and for the fine job he did in keeping the Board informed concerning student affairs and problems.

Capital Improvements under Construction

Dr. Moore called attention to the renovated University Hall Auditorium and said that he hoped everyone has an opportunity to enjoy these improvements. He indicated that summer projects would involve correction of a set of deficiencies in the older academic buildings.

The following report of capital improvements was submitted by the Office of the University Architect:

Office of the University Architect

March 14, 1974

STATUS OF CAPITAL IMPROVEMENTS

1. Firelands Branch Phase II:
   Further work deferred until Spring.

2. J. Preston Lewis Regional Computer Center:
   The project is maintaining a revised schedule to complete on July 8, 1974. The roofing is now complete except for some facia and gutter sections. Work is progressing well inside the structure, i.e., plumbing, electrical and rough floor slabs.
   The transformer delivery date has not changed from the earlier indications.

3. University Hall Renovations Phase II:
   a. The classroom portion of the building is complete except for finishing of miscellaneous wood trim, the relocation of a stairwell/corridor entrance, and the erection of some additional stairwell balusters.
   b. The Theater (remodeled Main Auditorium) is complete with the exception of air conditioning (June installation) and punch list items.

4. Dormitory Renovation Phase III:
   The drawings and specifications for renovations to Conklin Hall East and West are complete. They are presently being typed and readied for issue before the end of the month.

5. Warehouse Facility:
   Ground has been broken and the foundation is being prepared for concrete pours. Steel delivery is still scheduled for mid-April.

6. Central Heating Plant:
   a. Oil Storage Facility - Final grading and landscaping will be done in late April or May.
   b. Conversion of Boiler No. 5 - The conversion unit for Boiler No. 5 is scheduled to arrive and work to begin the week of March 18. The catwalks and the make up air systems are nearly complete with the exception of louvers through the outside walls.
   c. Stack Emissions Study - Several discussions have been held with the local office of the Environmental Protection Agency and with Carl Bentz, State Architect, to determine the permissible and the most economical methods to follow to acquire the test data.

7. Dormitory Renovations Phase III, Small Group Living Units:
   The fire damage repair in R-6 (Tau Kappa Epsilon) will be restored in time for occupancy by the residents before classes begin for Spring Quarter with the exception of the dining room chairs and punch list items.

8. Safety Deficiencies ($218,000.00 Allocation):
   The resurvey of the older academic buildings is still in progress. We have assembled some of the cost figures but until the survey is complete we cannot make an intelligent recommendation for the correction of the most urgent needs.

Enrollment Report - Spring 1974 (Preliminary)

Dr. Moore reviewed enrollment figures presented to the Board as a preliminary report for the spring quarter, 1974, indicating that the total has increased by about 500 over last year--showing a continuation of the same trends as in the preceding quarters. There has also been an increase in the graduate enrollment and an increase at Firelands Campus.
April and May Meetings

The Chairman announced that the Finance Committee will meet on April 3 at 1:30 p.m. Trustee Day will be on Wednesday, April 17; and the Trustee Meeting is scheduled for April 18.

Mark Walker informed the Board that a letter would be sent to each member regarding Trustee Day, which is planned to begin at 10:00 a.m. on April 17. Mr. Bryan announced that the May 9 meeting of the Board will be held on the Firelands Campus.

Adjournment

The meeting was declared adjourned at 3:15 p.m.