11-7-1974

Board of Trustees Meeting Minutes 1974-11-07

Bowling Green State University

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It was moved by Mrs. Ward and seconded by Mr. Simmons that the following 1974-75 revised basic income to assure that an efficient operation can be planned with a minimum of overhead, and that coupon charge per student.

University policy of holding rates at the minimum level possible, the coupon board charge guarantees a without a deficit. It is the Committee's recommendation, she added, that the revised budgets be approved.

After due notice, the Board of Trustees met in the Alumni Room, University Union, with the following members present: Ashel Bryan, Chairman; Charles Shanklin, Vice Chairman; John Lipaj; Frazier Reams, Jr.; Robert Savage; Donald Simmons; S. Arthur Spiegel; and Anita Ward. Norman Rood was unable to be present.

Also attending were President Hollis Moore; K. B. Mccall, Secretary to the Board of Trustees; Ramona Cmiller, Faculty Representative; Michael Wilco, Student Representative; Richard Brown, University Architect; Richard Eakin, Vice Provost for Student Affairs; Richard Edwards, Executive Assistant to the President; Michael Ferrari, Vice President of Resource Planning; James Hof, Vice President for Public Services; Vivian Lawyer, Coordinator of Human Resources, Office of Resource Planning; Charles Leone, Dean of the Graduate School and Vice Provost for Research and Graduate Studies; Paul Musser, Treasurer and Controller; Kenneth Rothe, Provost; J. C. Scheuerman, Vice President for Operations; Gary Wolford, Graduate Student Senate; representatives of the press; and a number of observers.

The Chairman called the meeting to order at 10:10 a.m. and asked if there were corrections or additions to the minutes of the last meeting.

Minutes - Meeting of October 3, 1974

No. 23-75 It was moved by Mrs. Ward and seconded by Mr. Savage that the minutes of the October 3, 1974, meeting be approved as received by the members. All members present voting "aye"—the motion was approved unanimously.

Research Policies Manual and Research Planning Council

At President Moore's request, Dean Leone reported that a Research Advisory Council was created in 1968 and has been functioning since in the development of a manual of research policies for the University, in assisting the expansion of programs of research, and in encouraging conformance with regulations which protect the rights of individuals as well as those of the University. The status of the Council has been questioned with regard to its authorization to establish and implement policy. It is now proposed that a Research Planning Council be authorized and that the Policy Manual 1972-1973 - Research and Development be approved. The purpose of the Council will be to administer policies, prescribe interim policies relating to research and development, coordinate and mediate between separate University agencies involved in research, and assure that commitments which are made are in compliance with the University's capability for compliance.

No. 24-75 It was moved by Mr. Simmons and seconded by Mr. Lipaj that the "Policy Manual 1972-1973 - Research and Development" be approved and that the President of the University be authorized to organize a Research Planning Council and to appoint members thereto. All members present voting "aye"—the motion was passed unanimously.

Finance Committee Report - Residence and Dining Hall Budgets 1974-75

Mr. Bryan asked Mrs. Ward, as chairman of the Finance Committee, to make recommendations concerning the revision of the 1974-75 Residence and Dining Hall Budgets. She reported that the Finance Committee had met on November 6 and reviewed the income and projected expenditures for 1974-75 as summarized by Mr. Ferrari. Inflationary pressures, legislative mandated wage increases for classified service personnel, and reduced summer occupancy of residence centers have combined to reduce income and to increase expenditures.

Mrs. Ward stated that increased income from investment of reserve funds would overcome the increased residence hall expenditures, but that added income must be generated if dining hall budgets are to operate without a deficit. It is the Committee's recommendation, she added, that the revised budgets be approved and that the board coupon rate be increased from $165 to $170 per quarter effective beginning with the Winter Quarter. She said that the increase amounts to 3%—compared to a 12% rise in food prices—and represents a 5 cents increase in the average cost of a meal.

In the discussion of the Committee recommendations, it was pointed out that the board increase is inevitable because of increased food costs, the amount of increase in the board rate is in keeping with University policy of holding rates at the minimum level possible, the coupon board charge guarantees a basic income to assure that an efficient operation can be planned with a minimum of overhead, and that the charge for coupons does not relate to the actual charge for food—inasmuch as the prices of each item can be changed.

Mr. Shanklin expressed the preference for a review of prices for food items over an increase in the coupon charge per student.

No. 25-75 It was moved by Mrs. Ward and seconded by Mr. Simmons that the following 1974-75 revised budgets for residence and dining halls be adopted:

<table>
<thead>
<tr>
<th>Income</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENCE HALLS</td>
<td>$6,547,396</td>
</tr>
<tr>
<td>DINING HALLS</td>
<td>3,226,084</td>
</tr>
<tr>
<td>COMBINED RESIDENCE &amp; DINING HALL BUDGET TOTALS</td>
<td>$9,773,480</td>
</tr>
</tbody>
</table>
The following members voted "aye"—Mr. Bryan, Mr. Lipaj, Mr. Reams, Mr. Savage, Mr. Simmons, Mr. Spiegel, Mrs. Ward; Mr. Shanklin voted "no"—the motion was declared approved with seven affirmative votes and one negative vote.

No. 26-75
It was moved by Mrs. Ward and seconded by Mr. Lipaj that the meal coupon board rate be increased from $165 to $170 per quarter, effective beginning with the Winter Quarter of the 1974-75 academic year.

The following members voted "aye"—Mr. Bryan, Mr. Lipaj, Mr. Reams, Mr. Savage, Mr. Simmons, Mr. Spiegel, Mrs. Ward; Mr. Shanklin voted "no"—the motion was declared approved with seven affirmative votes and one negative vote.

Easement for First Street Improvement

At President Moore's request, Richard Brown reported that the easement relates to improvements in the second ward of the City of Bowling Green and the fronts of three parcels that the State of Ohio owns on First Street. It involves three lots and the request is for easement to the depth of five feet for the purpose of street improvements, storm sewer, curbs, and sidewalks. The original approach (of the City) was to propose outright purchase of the needed right-of-way; such purchase would require legislative authorization. The securing of an easement by the City of Bowling Green was decided to be the better approach. Mr. Lipaj moved, Mr. Shanklin seconded, that the easement be approved. In the discussion of the motion, Mr. Scheuerman said there would be an assessment on all the frontage on First Street of approximately $17,000 to be paid by the University—an amount which would need to be budgeted as an expenditure in the 1975-76 budget. Of the total cost of these improvements, the property owner will be assessed 98% and the City will pay 2%. Mr. Scheuerman added:

It was the consensus of the Board that the University would benefit from such improvements but members questioned whether the advantages were worth the amount of the assessment.

Mr. Lipaj asked that his motion be withdrawn and Mr. Shanklin agreed to withdraw his second. Chairman Bryan then suggested that any further action of the Board be delayed until the matter could be studied and a report made at the next meeting.

Grants and Contracts

No. 27-75
It was moved by Mr. Simmons and seconded by Mrs. Ward that grants and/or contracts in the amount of $123,478.00, as listed for the period October 1, 1974, through October 31, 1974, be accepted and expenditures applicable thereto in that amount be authorized. All members present voting "aye"—the motion was approved unanimously.

COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

<table>
<thead>
<tr>
<th></th>
<th>July 1 through October 31</th>
<th>Fiscal Years to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Research Grants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Federally Sponsored</td>
<td>$97,700.00</td>
<td>$176,852.00</td>
</tr>
<tr>
<td>B. Privately and State Sponsored</td>
<td>$54,399.00</td>
<td>$34,855.57</td>
</tr>
<tr>
<td>Total Research Grants</td>
<td>$152,299.00</td>
<td>$211,707.57</td>
</tr>
<tr>
<td>II. Institute and Workshop Contracts</td>
<td>$37,940.00</td>
<td>$36,432.00</td>
</tr>
<tr>
<td>III. Public Service Grants and Contracts</td>
<td>$276,322.81</td>
<td>$430,759.31</td>
</tr>
<tr>
<td>IV. Program Development and Innovation Grants</td>
<td>$145,718.00</td>
<td>$564,639.00</td>
</tr>
<tr>
<td>V. Equipment Grants</td>
<td>$0-</td>
<td>$190,890.00</td>
</tr>
<tr>
<td>VI. Student Aid Grants</td>
<td>$915,388.04</td>
<td>$1,310,628.00</td>
</tr>
<tr>
<td>Total Grants &amp; Contracts</td>
<td>$1,527,667.85</td>
<td>$2,745,055.88</td>
</tr>
</tbody>
</table>

Consortium of Health Education in Northwest Ohio

Dr. Rothe reported that the proposal for a Consortium of Health Education in Northwest Ohio is another step in the interrelationships with other four-year institutions in the area. Representatives of Bowling Green State University, the University of Toledo, and the Medical College of Ohio at Toledo have been meeting to assess the impact of health needs in northwest Ohio. The recommendation of this ad hoc committee is that a Consortium of Health Education in Northwest Ohio be formalized to provide the continued opportunity for discussion and action. If approved, the Consortium will move ahead with a planning grant proposal in terms of health education.

Further, Dr. Rothe reported that the presidents of the three institutions and the presidents of the respective boards of trustees have been meeting monthly to discuss various ways in which the institutions can cooperate.

No. 28-75
It was moved by Mr. Spiegel and seconded by Mr. Savage that the following Resolution be adopted:

RESOLUTION

BE IT RESOLVED, That the Board of Trustees of Bowling Green State University authorizes and supports the formation of and participation in the Consortium of Health Education in North-west Ohio with the University of Toledo and the Medical College of Ohio at Toledo.

BE IT FURTHER RESOLVED, That three official representatives to the Consortium of Health Education in Northwest Ohio shall be appointed by the President of the University.

All members present voting "aye"—the motion was approved unanimously.
Personnel Changes

It was moved by Mr. Spiegel and seconded by Mr. Reams that the personnel changes be approved. All members present voting "aye"—the motion was approved unanimously.

PERSONNEL CHANGES  November 7, 1974

Administration

Resignation

Frederick J. Hansen, Associate Director of Alumni Services, effective November 29, 1974

ACADEMIC AREA*

Leaves of Absence

J. Paul Scott, Professor of Psychology, on leave Winter Quarter, 1975. (See also changes in Assignments)

Retirements

Howard B. Huffman, Professor of Quantitative Analysis & Control, effective June, 1975
Howard H. Kane, Professor of Quantitative Analysis & Control, effective June, 1975
Galen Stutsman, Professor of Business Education, effective August, 1975
Raymond C. Whittaker, Dean of Students and Coordinator of Student Services and Assistant Professor, effective December 27, 1974

Resignations

Floyd Bagwell, Jr., Director of Student Development Program, effective December 14, 1974
James Guinan, Associate Professor and Counseling Psychologist in the Counseling Center, effective October 31, 1974
Jack E. Hibbs, Instructor in Firelands Library, effective September 30, 1974
Roger J. Lirot, X-Ray Technician in the Health Center, effective October 31, 1974
Ming Sun, Research Associate in Chemistry Department, effective October 31, 1974

Changes in Assignments, Ranks, and Salaries

Bob Arrowmith, Assistant to Vice Provost for Student Affairs, appointed Acting Coordinator of Student Services; salary adjusted from $13,950 to $17,000 fiscal year rate effective October 3, 1974
T. Richard Fisher, Chairman and Professor of Biological Sciences, resigned as Chairman, effective October 27, 1974
Carl W. Hallberg, Professor of Biological Sciences, appointed Acting Chairman of Department; salary increased from $20,400 to $22,600 academic year rate effective October 28, 1974
Howard B. Huffman, Professor of Quantitative Analysis & Control, salary increased from $18,950 to $20,950 academic year rate effective September 15, 1974; special services increment
Howard H. Kane, Professor of Quantitative Analysis & Control, from $17,700 to $19,700 academic year rate effective September 15, 1974; special services increment
Dorothy Loedtke, Associate Professor of Physical Education & Recreation, appointed Administrative Assistant to the Chairman; salary increased from $16,730 to $18,550 academic year rate, effective October 15, 1974
John Paul Scott, Professor of Psychology, 1974-75 academic year contract revised to Summer, Fall and Spring; on leave without pay Winter Quarter, 1975
Gwendolyn Sereno, Counselor in Counseling Center, original six-month contract extended from December 31, 1974, to June 30, 1975, at $10,000 fiscal year rate
James L. Sorensen, from Instructor to Assistant Professor of Psychology, from $12,000 to $12,500 academic year rate effective September 1, 1974; completion of doctoral requirements
Galen Stutsman, Professor of Business Education, from $20,550 to $22,550 academic year rate, effective September 15, 1974; special services increment
Esther R. Walden, Firelands, contract title changed from Program Director of Associate Degree Program in Business Management to Assistant Professor of Management at Firelands

*Changes and appointments effective since the Board of Trustees meeting October 3, 1974.

Special Appointments

Stanley M. Zupnick, appointed Clinical Associate in Psychology, effective October 30, 1974

New Faculty

<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>J. D. Jackson, PT Instructor, Ethnic Studies</td>
<td>$ 1,000</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Boyd Martin, PT Assistant Professor Educational Administration &amp; Supervision</td>
<td>900</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Anjela Poole, PT Assistant Instructor Physical Education &amp; Recreation</td>
<td>740</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
</tbody>
</table>

*Changes and appointments effective since the Board of Trustees meeting October 3, 1974.
## Personnel Changes (continued)

<table>
<thead>
<tr>
<th>Name/Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Faculty</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bayliss L. Prater, Instructor Biological Sciences</td>
<td>$8,500</td>
<td>Term</td>
<td>1974-75 academic year</td>
</tr>
<tr>
<td>Ronald B. Reznik, PT Instructor Mathematics</td>
<td>1,000</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Larry E. Schultz, PT Instructor Industrial Education &amp; Technology</td>
<td>748</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Reva Solfer, Clinical Supervisor Student Teaching</td>
<td>4,000</td>
<td>Term</td>
<td>1974-75 academic year</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty Reappointments</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick B. Gallagher, PT Instructor Special Education</td>
<td>850</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Wayne Graham, PT Instructor Ethnic Studies</td>
<td>975</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Anne C. Graves, Instructor Biological Sciences</td>
<td>11,600</td>
<td>Term</td>
<td>1974-75 academic year</td>
</tr>
<tr>
<td>Helen Kruppa, PT Instructor Special Education</td>
<td>935</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Bert Lucas, PT Lecturer, College of Health; PT Lecturer, Sociology</td>
<td>950</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Betty McMinn, PT Instructor Special Education</td>
<td>800</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Paul T. Oran, Clinical Supervisor Student Teaching</td>
<td>3,100</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Louise Owen, Instructor, Home Economics and College of Health and Community Services</td>
<td>9,500</td>
<td>Term</td>
<td>1974-75 academic year</td>
</tr>
<tr>
<td>Barbara E. Rothe, PT Instructor Health &amp; Physical Education</td>
<td>800</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Adolph Stadel, PT Instructor Special Education</td>
<td>850</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Cheryl Wienke, Clinical Supervisor Special Education</td>
<td>1,948</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
<tr>
<td>Leroy T. Williams, PT Instructor Ethnic Studies</td>
<td>1,000</td>
<td>Term</td>
<td>Fall Quarter, 1974</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Faculty</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Joyce M. Cannon, X-Ray Technician Health Center</td>
<td>9,000 fyr</td>
<td>Term</td>
<td>10/25/74 - 6/30/75</td>
</tr>
<tr>
<td>Luvern C. Garling M.D., Physician Health Center</td>
<td>24,000 fyr</td>
<td>Term</td>
<td>10/1/74 - 6/30/75</td>
</tr>
<tr>
<td>Doreen L. Panu, Microbiology Laboratory Technician, Biological Sciences &amp; College of Health &amp; Community Services</td>
<td>8,500 fyr</td>
<td>Term</td>
<td>11/1/74 - 6/30/75</td>
</tr>
<tr>
<td>Pamela E. Roberts, Assistant Director, Admissions</td>
<td>11,000 fyr</td>
<td>Term</td>
<td>10/15/74 - 6/30/75</td>
</tr>
<tr>
<td>Arthur K. Ulmer, Assistant to the Director, Student Employment</td>
<td>9,000 fyr</td>
<td>Term</td>
<td>10/1/74 - 6/30/75</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Externally-Funded Programs</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Marcelino Cuellar, Hispanic Affairs Specialist, Student Development</td>
<td>15,000 fyr</td>
<td>Term</td>
<td>8/16/74 - 6/30/75</td>
</tr>
<tr>
<td>Captola Harris, Recruiter, Student Development</td>
<td>12,000 fyr</td>
<td>Term</td>
<td>9/30/74 - 6/30/75</td>
</tr>
<tr>
<td>Mark A. Schlesinger, Assistant Director Competency-Based Undergraduate Education Center (C.U.E.)</td>
<td>15,000 fyr</td>
<td>Term</td>
<td>10/21/74 - 6/30/75</td>
</tr>
<tr>
<td>Kathryn Warder, Director of Television Development, WBGU-TV</td>
<td>14,000 fyr</td>
<td>Term</td>
<td>8/19/74 - 6/30/75</td>
</tr>
</tbody>
</table>
**Report - Faculty Representative**

Dr. Ramona Cornier, Faculty Representative, submitted a written report which has been placed in the official files. In addition, she reported:

Today, I wish to report on the progress the Senate has made on the Committee on University Government and Organization (COUGAR) document, on the projected forum activities for the remainder of the quarter, and on the proposed conference on values and evaluation.

As regards to COUGAR, the projected schedule for handling the new charter has been revised as of the last Senate meeting held this past Tuesday. Controversial sections on the responsibilities of faculty and on the divisions of the University have been referred to committee and will not be considered by the plenary until the first meeting of next January. Because of some urgency and for other reasons, such as the scheduled forums and the rewriting of the Board's bylaws which affect the section of the charter on the President of the University, we have revised the COUGAR schedule so that the document will probably reach the faculty by the end of the Winter Quarter or by the beginning of the Spring Quarter. We sincerely hope that the document will be formally approved by all bodies of the University by the end of this academic year.

The agenda for the next meeting of the Senate consists of two items: A resolution in support of a class day dedicated to a forum devoted to a discussion of the ramifications of the learning environment and of values and evaluation criteria. It is Senate Executive Committee's contention that we should regularly assess what we do at the University and this conference day will be dedicated to such a task. Before the conference can become official, the Senate Executive Committee must seek the Faculty Senate's and the Academic Senate's consent of Karl Rabbert, Professor of Management, has agreed to assist us in the tentative plans for such a day. He has also agreed to chair the committee which will organize the activities of the conference once the plan is approved by the appropriate bodies. The conference proposal has been discussed with President Moore, Provost Rothe, and a number of other administrators and students. The response from all of these persons has been enthusiastic. We have also approached Fred Piege, the Director of the Anderson Center, as to the possibility of support funds from the Foundation for speakers. He also has encouraged us to pursue the idea for such a conference. There is precedence for such an activity. For example, the University of Massachusetts School of Law organizes two weeks of its program during one quarter to activities of this kind and the program there has been immensely successful. The Senate Executive Committee hopes that this conference will become a regular item in the academic calendar.

The forums the Senate will sponsor prior to this conference will also deal with issues related to the topic of values and evaluation. The first Senate forum is scheduled for November 19 and will deal with faculty salary options. Then on December 3 we are sponsoring another forum on the "Future of Education at Bowling Green State University" at which you the Board will be the Senate's special guests. Senators are looking forward to this informal meeting with you and to a discussion of a topic which vitally affects the educational climate at BGSU.

Within the week we will send you an invitation to the forum and a request for specific topics you wish to have discussed. Later we will send you, through Dr. McFall, literature on the subject of the forum. Senators hope that these kinds of informal discussions will lift awareness and set the stage for some of the changes that need to occur in the learning environment at BGSU.

**Report - Student Representative**

Michael Wilcox gave a written report to the Board which will be placed in the official files. In addition, Mr. Wilcox reported as follows:

As an update to the report, the Recreation Committee of the Student Government Association is in full swing. A trip is planned to visit four other schools in the Midwest on the 17th, 18th, and 19th of this month. Of the ten students on the committee, seven will participate in this trip. Michigan schools are to be included among those being visited. The committee will report at the first Board meeting of the New Year. It is suggested that the students meet with trustees as soon as possible and talk about the food service and reevaluation of the entire plan. The students are very opinionated on that matter.

Following the meeting, the student leaders will have lunch with members of the Board of Trustees at McDonald Dining Room.

**Enrollment Report**

Dr. Ferrari directed the Board's attention to a statistical report in the material submitted which shows the fall 1976 headcount relative to the various areas of the University. The final head count is 15,815 as compared to last fall's 16,049. The full time equivalent enrollment—on which the University's subsidy is based—is estimated at 15,288. The report shows a continued decrease in the number of nonresident students, but the number of foreign students has increased. Firelands Campus has about the same number of students as last year. The grand total of all students is 17,403, or 146 more students than last year.

Dr. Ferrari added that University enrollment has exceeded the ceiling set by the Legislature for the second year in a row. He emphasized that the University is not in any danger of losing appropriations—the amount provided in the Appropriations Act for this year being $19,753,400. If the enrollment-subsidy product is greater than the institution's subsidy, the University will be at least the amount of that appropriation plus additional subsidies recommended by the Ohio Board of Regents and the State Controlling Board. It is essential to note that the University (1) will receive appropriations as stated and (2) has made efforts to hold enrollments as close to the 15,000 FTE ceiling as possible.
Capital Improvements under Construction

The University Architect submitted the following report of the status of capital improvements on the campus, at the Firelands Campus, and at the Regional Computer Center:

OFFICE OF THE UNIVERSITY ARCHITECT                                November 4, 1974

STATUS OF CAPITAL IMPROVEMENTS

1. Firelands Branch Phase II:
   Contingency items involving painting and the rework of metal coping have been completed but not been inspected and approved.
   The contract is still open pending inspection and approvals of these items and the completion of the metal laboratory.

2. J. Preston Lewis Regional Computer Center:
   The contingency items have nearly all been completed with the exception of some small portions of the Heating, Ventilating and Air Conditioning Contract, and the resolution of a disagreement with the Subcontractor installing the fire extinguishing system in the machines room.
   The delivery of the "Univac" computer was delayed 30 days by the manufacturer.

3. University Hall Renovations Phase II:
   It is evident that the theater air conditioning will not be operable before February at the earliest.
   The last word on the shipping date for the second bank of transformers is the week of November 18, 1974.

4. Warehouse Facility:
   The contingency items are complete with only minor exceptions. Pending completion and inspection of these, the contracts can be closed.

5. Central Heating Plant:
   Boiler tests have been tentatively scheduled for the Christmas break period.

6. New Campus Entrance:
   No bids were received on October 16, the time scheduled for the bid opening, although assurances were given by prospective bidders that there would be at least four bona fide bids.

7. Smoke Detectors (Residence Halls):
   All smoke detectors have been installed and systems are fully functional in Founders Quad and Rodgers Quad. McDonald Quad and Harshman Quad (except for Bromfield Wing) are expected to be completed and in operation this week. Work is progressing satisfactorily so far, and we look for completion before the contract date of January 17, 1975.

8. Memorabilia Center (Little Red Schoolhouse):
   Bids were received Tuesday, October 29, at 2:00 p.m., E.S.T.
   The General Contract was well under the estimate, but both the Mechanical and the Electrical bids were high.
   We issued those two portions for re-bid with the bid opening scheduled for Friday, November 8, 1974, at 2:00 p.m., E.S.T.

Affirmative Action Report

Vivian Lawyer, Coordinator of Human Resources, submitted the following report of the status of the affirmative action program:

AFFIRMATIVE ACTION UPDATE

Report to the Board of Trustees

November 7, 1974

Since the Board of Trustees' approval of the policy on equal employment opportunity and affirmative action in February of 1972, the University community has become very much aware and concerned with these particular issues.

Because of the increased concern, the policy statement which you approved at that time is currently being reviewed and revised to include a representative committee on affirmative action and separate boards for reviewing any complaints of unlawful discrimination. A procedure which formalizes the complaint process is being added. Also, the new area of affirmative action for the handicapped, now included in State and Federal laws, will be included. Proposed revisions in the policy and grievance procedures should be coming to the Board at the next meeting.

(continued)
The Coordinator of Human Resources who has the responsibility for developing and implementing a program of affirmative action has established procedures for collecting data needed for the most recent executive order, Revised Order 14, which outlines very specific data that would be required in a compliance review. An Appointment Activity Record is used to describe and explain the entire recruitment and hiring process for every contract position filled and to collect some of the data for Revised Order 14.

We are also in the process of determining a method for establishing affirmative action goals and timetables for employment for the next five years. At this point in the history of higher education and at Bowling Green State University when affirmative action results in hiring must be gained primarily through attrition and not through expansion, significant changes are made slowly.

Nonetheless, we have made substantial progress this past year. New faculty hired for 1974-75 showed 38 per cent of them as being women, a rate well above any prior years. Two per cent of the faculty new hires were minority women and 8 per cent were minority men, making minorities 10 per cent of the newly hired faculty. The figures for 1973-74 showed 24 per cent of the new faculty were women; 3 per cent were minority men and 1 per cent were minority women making a total of 4 per cent.

For the 1974-75 academic year, 33 per cent of new administrative staff hired were women, 17 per cent were minority women and 10 per cent were minority men giving a total of 27 per cent. Again this was well above prior year rates. In the beginning of the 1973-74 academic year, 12 per cent of new administrative staff were women and 12 per cent were minorities (6 per cent men and 6 per cent women).

Minority employment in the classified employee category is at the 4-5 per cent level while 68.1 per cent of them are women.

Graduate School figures for 1974-75 reveal that women have 33 per cent of the assistantships. Minority men and minority women together have 12 per cent of the assistantships. The percentage of the assistantships for women for 1973-74 was 31 per cent and for minority students it was 8 per cent. Graduate student enrollment figures show 47 per cent women for 1974-75 compared to 40 per cent for 1973-74. Minority graduate student enrollment has increased from 3.4 per cent in 1973-74 to 6.6 per cent in 1974-75.

Minority undergraduate student enrollment as best we can determine to date has increased from 6.4 to 6.9 per cent. Undergraduate women make up 53.5 per cent of the current main campus enrollment and 52 per cent of the 1973-74 enrollment.

In the next few months the University will assess the impact of more Federal regulations as we anticipate the issuance of final Title IX Regulations in addition to decision from several court cases involving the Equal Pay Act in institutions of higher learning.

Vivian M. Lawyer
Coordinator of Human Resources

AFFIRMATIVE ACTION ACCOMPLISHMENTS IN EMPLOYMENT IN ADMINISTRATION OVER THE PAST TWO YEARS

WOMEN

Dr. Edith Andrews, Associate Professor and Chairperson, Home Economics Department
Ms. Dorothy Brickman, Acting Director, International Program
Dr. Annie Clement, Coordinator of Academic Program Development/Associate Professor, Physical Education and Recreation
Dr. Annette Johnson, Coordinator of Non-credit and Women's Programs
Ms. Jane Krone, Director, Program Advisement, College of Education
Ms. Susan R. Mack, Director and Instructor of the Library, Firelands Campus
Dr. Shirley Meeker, Associate Professor and Chairperson, Department of Political Science
Ms. Patricia Mills, Assistant to the Dean, College of Education, Associate Professor
Ms. Marsha Neuman, Academic Counselor, College of Arts and Sciences
Ms. Angela Poulos, Assistant Professor, Head of Reference, University Libraries
Dr. Audrey Betz, Coordinator of Academic Liaison--Assistant Professor, College Student Personnel Department
Ms. Pamela Roberts, Assistant Director of Admissions
Ms. Marilyn Shepherd, Coordinator of Academic Budgets
Ms. Ilse Thomas, Director, Loan Fund Accounting and Investments

* Ms. Francine Bass, Assistant Director for Academic Services, Student Development Program
* Ms. Captola T. Harris, Recruiter, Student Development Program
* Ms. Celia deHazellet, Hispanic Affairs Counselor, Student Development Program
* Ms. Jacqueline Means, Assistant Director, Career Planning and Placement
* Ms. Janet L. ScottBey, Assistant to the Vice Provost for Student Affairs

* Those women are minorities.

MINORITY MEN

Capt. Johnny H. Blackman, Jr., Aerospace Studies
Mr. Marcelina Cuellar, Hispanic Affairs Specialist, Student Development Program
Dr. Joshua Edwards, Director, Student Services, Firelands Campus
Dr. Charles Means, Vice Provost for Minority Affairs
Dr. John F. Newby, Coordinator of Modular Achievement Learning Center, Assistant Professor, Educational Foundations and Inquiry
Mr. Mofied Stone, Assistant Dean/Director, Graduate Admissions
Mr. Stanley Winterspoon, Evaluation Specialist, Minority Affairs
Next Meeting of the Board

Mr. Bryan announced that the next regular meeting of the Board is scheduled for January 16, 1975. In the event of the need, a special meeting will be called for consideration of any item. The trustees will meet with the members of the Faculty Senate in a forum on December 3, 1974, and also are invited to attend the Fall Quarter Commencement Exercises on December 14 at 10:00 a.m. in the University Union Ballroom.

Adjournment

The meeting was declared adjourned at 11:50 a.m.

President

Secretary

Bowling Green, Ohio
January 9, 1975

After due notice, the Board of Trustees met in the Ohio Suite, University Union, with the following members present: Ashel Bryan, Chairman; Charles Shanklin, Vice Chairman; John Lipaj; Frazier Reams, Jr.; Norman Rood; Robert Savage; S. Arthur Spiegel; and Anita Ward. Donald Simmons was unable to be present but had attended the January 8 meeting of the Finance Committee.

Also attending were President Hollis Moore; K. H. McFall, Secretary to the Board of Trustees; Ramona Cormier, Faculty Representative; Dennis Bottonari, Assistant Student Representative; Joseph Baleigh, Dean, College of Health and Community Services; Richard Brown, University Architect; Charles Coddington, Acting Director, Physical Plant; Richard Eakin, Vice Provost for Student Affairs; Richard Edwards, Executive Assistant to the President; David Elasse, Dean, College of Education; Michael Ferrari, Vice President of Resource Planning; James Hof, Vice President for Public Services; J. Paul Kennedy, Director, School of Music; Jean Kincaid, Assistant Professor of Home Economics; Homer Kuenzeli, Resident State Examiner of Ohio; Vivian Lawyer, Coordinator of Human Resources, Office of Resource Planning; Attorney C. Richard Marahi; Eric McCready, Assistant to the Provost; A. Ingraham Million, Director, Residence Auxiliary Services; Paul Nusser, Treasurer and Controller; David Pope, Associate Professor of Performance Studies; Alice Rae, Chairman, Firelands Branch Advisory Board; M. Douglas Reed, Dean, Firelands Campus; Elton Ringer, Associate Vice President of Resource Planning; Kenneth Rotho, Provost; J. C. Scheuerman, Vice President for Operations; Fred Williams, Chairman, Department of Library and Educational Media; representatives of the press; and a number of observers.

The Chairman called the meeting to order at 10:10 a.m. and asked if there were corrections or additions to the minutes of the November 7, 1974, meeting which had been distributed to each member.

No. 31-75

It was moved by Mr. Spiegel and seconded by Mrs. Ward that the minutes of the November 7, 1974, meeting be approved. All members present voting "aye"—the motion was approved unanimously.

Report of the Finance Committee

Mrs. Ward, Chairman, said that the Finance Committee had met on January 8—with all members present—and agreed to make the following recommendations:

1. To grant an easement to the City of Bowling Green for the use of five feet of land on the First Street border of University owned inlots 980, 3688 and 3689 for installation of sewers and water lines, and for street improvements. She added that the University had petitioned for this street improvement several years ago, that there will be assessments in the amount of about $33,000 to be paid by the University, that these improvements will add to the value of the inlots, and that the street improvements will be of great assistance to our students who traverse First Street daily.

No. 32-75

It was moved by Mrs. Ward and seconded by Mr. Lipaj that the following Resolution—with attached exhibits—be approved:

RESOLUTION

Be it resolved by the Board of Trustees of Bowling Green State University that in keeping with Section 3345.18 of the Ohio Revised Code, the Board hereby grants to the City of Bowling Green, Ohio, the right to use for street, utility, sidewalk, and related construction purposes only, the lands as described on Exhibit "A" and Exhibit "B" attached hereto, to be used as a public street, now known as First Street, subject to a reserved right of this Board of Trustees, its successors and assigns, to use, improve, and permit the use and improvement of such land for buildings, structures, and other uses and purposes as shall not interfere with the use granted for street purposes.

Be it further resolved that a certified copy of this Resolution be transmitted to the Auditor of State for drafting of the above grant, executed in the name of the State, signed by the Governor, countersigned by the Secretary of State, and sealed with the great seal of the State as provided by Section 5301.13 of the Ohio Revised Code.

The Secretary conducted a roll call vote with the following results: Eight affirmative votes—Mr. Bryan, Mr. Lipaj, Mr. Reams, Mr. Rood, Mr. Savage, Mr. Shanklin, Mr. Spiegel and Mrs. Ward; no negative votes. The motion was declared approved.

2. To authorize the expenditure of $37,000 from the Special Project Fund for the construction of office facilities under the mezzanine in the new warehouse building. Mrs. Ward said that this amount will permit the creation of 1250 square feet of offices for warehouse personnel, 120 square feet of corridor, 145 square feet of storage space, a 235 square foot bid room, and the equipping of 2000 square feet of ceiling, heating