5-17-1979

Board of Trustees Meeting Minutes 1979-05-17

Bowling Green State University

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Advisor is consulted. This should include a brief statement of what was said in the conference. Again, this will force the Faculty Advisor to become more aware of his advising responsibility and more aware of who his respective students are. It will also serve as a reference tool for the college office.

7) After each advising session is held, make an objective questionnaire available to the student. This should include questions that will determine the effectiveness of each Advisor. The results should be evaluated by the college office.

8) With regard to the senior checklist, mail this out to all seniors three quarters prior to their anticipated graduation. For example, seniors graduating in June should receive the checklist at the beginning of the Fall quarter. Any senior not returning the checklist should receive a personal phone call from the college office or Faculty Advisor. This will call attention to any deficiencies before it is too late. In other words, students anticipating June graduation will receive any bad news by the end of the Fall quarter, giving them adequate time to make up any additional hours needed.

9) Students remaining in the same college should retain the same Faculty Advisor until graduation so that a mutually beneficial rapport can be developed between the two.

10) Require each Advisor who is in charge of the departmental advising to hold a monthly conference with the college office. This will provide the college with feedback on the effectiveness of each department's advising and provide the departments with any new pertinent college information.

11) With regard to the College of Business Administration only, instruct the department offices to assign each student a Faculty Advisor. Each Faculty Advisor should keep a file in his office on his assigned students. The file should contain each student’s ACT profile sheet, grades, and program status report.

Mr. Spiegel called the information “very good” and indicated he was pleased with the “spirit of cooperation exhibited” in student planning.

Provost Ferrari said that the recommendations will be taken to the Academic Council and expressed his thanks for the “excellent” report.

Graduate Student Representative - W. Theodore (Ted) Forsberg

Mr. Forsberg submitted a written report which will be placed in the official files. He stated that he had enjoyed his brief term as president of the Graduate Student Senate and that his successor, Jerry Krygier, was elected to take office effective April 30. He announced that the Graduate Student Senate will send a report to trustees on the Professional Development Fund for graduate students.

Firelands College Board Representative - Wallace Glenwright

Mr. Glenwright reported that the activities at the Firelands Campus are “going very smoothly” and that the faculty and staff are involved in preparation for the visit of the North Central Association evaluation team.

ANNOUNCEMENTS

The Vice Chairman announced that the next meeting will be held on Thursday, May 17, in the McFall Center Assembly Room at 10:00 a.m. The Board Secretary, Richard Edwards, explained the necessity to arrange for the May meeting on the Bowling Green Campus and the possibility of scheduling a meeting during the summer months at the Firelands Campus.

ADJOURNMENT

Hearing no objection, the Vice Chairman declared the meeting adjourned at 12:54 p.m.

INFORMATIONAL MATERIAL

The following material was made available to the members present and/or forwarded by mail (not considered as a formal agenda item):

Monitor - Vol. 2, Nos. 11, 12, and 13
Research & Development Newsletter - Vol. 12, Nos. 3 (March), 4 (April), 5 (May)
Athletics - brochures: Men’s Track 1979; Women’s Track 1979; Men’s Golf 1979; Baseball 1979; 1979 Schedule - Baseball, Football, Golf, Lacrosse, Softball, Tennis, Track; Women’s Tennis 1979 (brochure)

js

President

Secretary

Bowling Green, Ohio
May 17, 1979

In keeping with the official meeting notice, the Board of Trustees met in the McFall Center Assembly Room, with the following members present: John Lipaj, Chairman; M. Shad Hanna; Robert Ludwig; Frazier Reams, Jr.; Norman Bood; Charles Shanklin; and Arthur Spiegel. Albert Dyckes, Vice Chairman, and William Spengler, Jr., could not attend because of schedule conflicts.

Also present were President Hollis Moore; Richard Edwards, Vice President and Secretary to the Board; Evron Collins, Faculty Senate Secretary, representing David Holler, Faculty Representative; Thomas Washbush, Undergraduate Student Representative; Gerald E. (Jerry) Krygier, Graduate Student Representative; Dean Algalee Adams, Firelands College, and R. Hollis Matherly, representing the Firelands College Board; Byron Chanault, Assistant Vice President—Institutional Contracts; Ramona Cormier, Associate Provost; Richard Bakin, Vice Provost for
The Chairman called the meeting to order at 10:10 a.m.; the Secretary called the roll and announced a quorum present.

ANNOUNCEMENT OF APPOINTMENT OF NEW TRUSTEE

The Chairman announced that William F. Spengler, Jr., President and Chief Operating Officer of the International Operations, Owens-Illinois, Toledo, has been appointed to a nine-year term in place of Robert Savage, whose term expired on May 16, 1979.

Mr. Spiegel offered the suggestion, and all members present concurred, that agenda item F-1 (Resolution concerning Robert C. Savage) be considered at this time.

No. 56-79

Mr. Spiegel moved and Mr. Reams seconded that the following Resolution be approved:

RESOLUTION

ROBERT C. SAVAGE, Toledo civic leader and insurance executive, whose interests in government, education and culture have been demonstrated through his service as Vice Mayor, as President of the Toledo Opera Association, as a member of the Board of Directors of Central Catholic High School, as an alumnus of the University of Toledo, as a leader in many other community endeavors, and as a member of the Board of Trustees of Bowling Green State University since 1973;

THEREFORE, BE IT RESOLVED, That the Board of Trustees expresses its appreciation for his valuable service as a member of the Board, especially in his role as Vice President of the Board in 1975-77, as a member of the Regional Computer Center Board of Directors, and as a member of the Ad Hoc Committees concerning the University Charter, Liability Insurance and Title IX;

AND BE IT RESOLVED, That the Board of Trustees also acknowledges his dedication to the expansion of facilities for student recreation and the musical arts, his commitment to strengthening and broadening University programs and services, and his sensitivity toward the needs and interests of students and faculty;

BE IT FURTHER RESOLVED, That this Resolution be spread upon the Minutes of the Board of Trustees and that a copy be forwarded to Mr. Savage.

The motion was approved unanimously by the members present.

ELECTION OF OFFICERS

Chairman Lipsaj announced that in accordance with the Trustees' Bylaws the next order of business would be election of officers for the coming year. He called for nominations from the floor for President and for Vice President.

Mr. Shanklin moved, Mr. Reams seconded, that Albert Dyckes be nominated for President for 1979-80 and that Norman Rood be nominated for Vice President for 1979-80. Mr. Spiegel moved, Mr. Reams seconded, that the Secretary be instructed to cast a unanimous ballot for the nominees as stated and all members present concurred.

Mr. Shanklin moved, Mr. Reams seconded, with all members present concurring, that Richard Edwards be nominated for the position of Secretary to the Board for 1979-80. Mr. Spiegel moved, Mr. Reams seconded, that the Secretary be instructed to cast a unanimous ballot for the nominees as stated and all members present concurred.

The Chairman declared officers duly elected as follows: 1979-80: President, Albert Dyckes; Vice President, Norman Rood; Secretary, Richard Edwards.

MINUTES

No. 57-79

Mr. Ludwig moved, Mr. Spiegel seconded, that the minutes of the meeting of April 19, 1979, be approved as written. The motion carried.

PRESIDENT'S REPORT

President Moore reported as follows:

Admissions

As announced earlier, March 1, 1979, was the deadline for freshman applications to the College of Business Administration. Applications to the Colleges of Arts and Sciences, Education, Health and Community Services, and Musical Arts and the University Division (applicants not declaring a major within a college) closed May 11, 1979. No deadline has been established for students wishing to commute. A freshman class of 3,600 is expected.

Housing applications are running well ahead of a year ago.

Senior Challenge Program

The 1979 Senior Challenge Program is off to a good start, with more than 180 senior volunteers pledging $20,700 to the program. Their goal for the year is $35,000.

High School Junior Awards Program

One hundred twelve high schools nominated their outstanding juniors this year for the High School Junior Awards Program, and over 90 of them and their parents attended the fifth annual Junior Awards Banquet on May 7. All students received $120 book scholarships, good for their freshman year if they attend Bowling Green State University. Two students received four-year fees scholarships.
The agenda this morning does not include, as we had originally planned that it would, approval of the 1979-80 educational budget. As we reported to the Finance Committee last night, the final provisions of Amended Substitute House Bill 204—state appropriations, including higher education—are still not finally determined. The bill is being considered by the Senate, and almost certainly a conference committee will be necessary following Senate action.

However, there is one essential feature of annual budgeting which should not be delayed any longer. I refer, of course, to the determination of salaries for contract staff and faculty. In order to utilize fully the appropriate procedures in the salary recommendation process, we must give clear directives to committees and administrators.

The Provost has recommended to me and I have approved that the funds available for salary and related retirement benefit increases ($1,680,000) be distributed in the following way: 80% will be distributed to departments in amounts that reflect "across the board" percentage increases to all continuing competitive professional staff and faculty; and 20% will be allotted to academic departments and other units for distribution according to accepted criteria for recognition of special meritorious service during 1978-79.

The Provost has also recommended that in order to provide greater predictability in future salary planning at departmental, collegial, and University levels, every effort will be made to continue as a general guide that no less than 20% of the future salary increment pool will be allotted for merit determinations. In the event that salary increment funds in future years can be generated in excess of the rate of change in the C.P.I., it can be expected that the merit portion will grow accordingly.

We anticipate that our process will produce recommendations which will be reflected in the salary book which will be available for your approval at the June 9 meeting.

Goals and Mission of the University

A glance at the calendar reminds each of us that the 1980s are almost at hand. The decade which is about to close has been one in which this university has prospered; indeed, I think it is accurate to say that a number of important achievements have advanced the university towards it commonly-accepted goals of excellence and strong academic reputation. Yet there is a need for some realistic reflection that the years immediately ahead will call for new responses and reordered priorities if our efforts are to be highly productive. It is precisely the questions "what are our overriding goals today . . . what is the current mission of this university?" which are the most intriguing, and I feel quite sure the most important considerations before us at the moment. Our continued attention to sound planning will demand that we answer such questions very clearly.

Undoubtedly, all universities grow along an uneven front—some even via what could be called "fits and starts." The availability of research funds in some fields and not in others, the momentary predilections of legislative bodies, the interests of donors, the changing preferences of the students all contribute to the momentum and emphasis which may be observed at any given moment in the life of a university. Academic planning is never the ultimate in neatness and orderly precision, nor should we covet that state of affairs for a university. Nonetheless, it seems to me that it is time for us to enunciate with considerable clarity the goals and mission for this university for the 1980s. The well-publicized national decline in number of students as well as our present state of development at Bowling Green dispose us toward such an undertaking.

In September of 1969 a major effort to articulate the mission of the University culminated in a "White Paper" produced by the Commission to Study the Mission of the University. In November of 1975 the Academic Council adopted a revised outline of the "Mission and Goals of Bowling Green State University." It is now time for us to make a renewed effort of definition, given the changes which have occurred over the past several years as well as new perspectives which are appropriate to the contemporary scene.

I will not during this quarter be able to meet with all the groups which eventually will be involved, but I hope that the summer months will give added opportunity for contact. The close involvement of the members of the Board of Trustees as we undertake this important project is, of course, crucial.

I hope that the opening of school convocations—both the general convocation and those in the colleges—will focus on goals and mission of the university. The Provost and I accept the assignment to share an initial outline of the consensus on goals at that time; further refinement should come from the various campus groups during subsequent months as specificity and details are added.

It is my hope that in the early going as we approach the question of goals we concentrate on educational values and avoid an obsession with questions of finance. There will be plenty of opportunity for that in the course of our study there will develop the need for substantial attention to central questions by subgroups of various constituencies on the campus, but we can operate effectively with a joint conference committee as the principal vehicle for deliberation. The special involvement of some Trustees and the eventual attention of the total Board will, of course, be essential.

Following remarks by President Moore concerning renewed effort to articulate the mission of the University, Chairman Li Lipaj appointed the following trustees to assist in this undertaking: Albert Dykes, Charles Shanklin and John Lipaj.

EXECUTIVE SESSION

The Chairman announced the members would meet in an executive session for approximately 30 minutes to confer with legal counsel. Hearing no objection, he adjourned the regular meeting at 10:27 a.m. and asked the members to meet with legal counsel in the McFall Center Chart Room.

The regular meeting was reconvened by the Chairman at 10:50 a.m. with the announcement that the members had met with legal counsel in an executive session and that, in keeping with the provisions of the "Sunshine Law," no formal action was taken during the session.

FACILITIES COMMITTEE

Chairman Rood reported that the members spent two and one-half hours touring the campus on Wednesday afternoon for the purpose of assessing some problems associated with Rodgers Hall as well as various capital improvement projects for which funds had been allocated and those for which funding is requested.
He also reported that the members met in a three-hour evening session on Wednesday to hear detailed reports concerning 1) the physical sciences building project, 2) residence hall damage as recorded for the past five years, and 3) status of capital improvement projects as submitted by the Architect's Office. He complimented Fayetta Paulsen, Assistant Vice Provost for Residence Life, and Seth Patton, Assistant Director of Campus Housing, for the excellent presentations regarding the residence halls.

Chairman Rood stated that the members agreed to recommend to the Finance Committee funding of Improvement Projects totaling $90,450, as proposed.

In conclusion, Mr. Rood observed that the data shared with the Committee reveals that not all damage to University facilities is caused by students.

Chairman Lipaj commented on the high cost of vandalism in the residence halls and its relationship to charges which must be borne by students and their parents. He also commended the BG News for recent reports concerning vandalism on the campus.

**FINANCE COMMITTEE**

Acting Chairman Spiegel reported that the members met on Wednesday evening for three hours and voted to recommend the following items for approval by the full Board of Trustees.

**Proposed Instructional and General Fees, and Nonresident Surcharge, effective Summer Quarter, 1979**

<table>
<thead>
<tr>
<th>No. 58-79</th>
<th>Mr. Spiegel moved and Mr. Shanklin seconded that student fees for the Main Campus, Firelands Campus, and Off-Campus Centers be amended as listed, effective beginning with the Summer Quarter, 1979. The Secretary conducted a roll call vote with the following results: Voting &quot;yes&quot;—Mr. Hanna, Mr. Lipaj, Mr. Ludwig, Mr. Reams, Mr. Rood, Mr. Shanklin, Mr. Spiegel. The motion was approved by seven affirmative votes.</th>
</tr>
</thead>
</table>

**INSTRUCTIONAL AND GENERAL FEES - EFFECTIVE SUMMER QUARTER, 1979 - MAIN CAMPUS, FIRELANDS CAMPUS, AND OFF-CAMPUS CENTERS**

<table>
<thead>
<tr>
<th>Category</th>
<th>Full-Time Rate 1978-79</th>
<th>1979-80</th>
<th>Hourly Rate* 1978-79</th>
<th>1979-80</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Instruction Fee</td>
<td>$373</td>
<td>$393</td>
<td>$34</td>
<td>$36</td>
</tr>
<tr>
<td>Non-Resident Surcharge</td>
<td>429</td>
<td>454</td>
<td>43</td>
<td>45</td>
</tr>
<tr>
<td>General Fee</td>
<td><strong>Main Campus</strong></td>
<td>87</td>
<td>89***</td>
<td>9.50</td>
</tr>
<tr>
<td></td>
<td><strong>Firelands Campus</strong></td>
<td>29</td>
<td>34</td>
<td>3.50</td>
</tr>
</tbody>
</table>

* Hourly rates not to exceed full-time fees

**Excludes language abroad programs, science field trips, and Washington Semester. These programs will have a general fee of $20 per quarter or $2 per hourly rate. In addition, extension programs will have modified fees for those students who do not choose access to the recreational facility.

**It is proposed that the main campus general fee for full-time students during summer quarter 1979 will be $31 less than the academic year rate, i.e., $86; part-time general fees would be reduced by 50 cents per credit hour, i.e., from $9.50 to $9.00/hour.**

**Proposed General Fee and Related Auxiliary Budgets, Main Campus, 1979-80**

<table>
<thead>
<tr>
<th>No. 59-79</th>
<th>Mr. Spiegel moved and Mr. Ludwig seconded that General Fee and Related Auxiliary Budgets, Main Campus, 1979-80, be approved as listed. The Secretary conducted a roll call vote with the following results: Voting &quot;yes&quot;—Mr. Hanna, Mr. Lipaj, Mr. Ludwig, Mr. Reams, Mr. Rood, Mr. Shanklin, Mr. Spiegel. The motion was approved by seven affirmative votes.</th>
</tr>
</thead>
</table>

**SUMMARY OF PROPOSED GENERAL FEE AND RELATED AUXILIARY BUDGETS**

<table>
<thead>
<tr>
<th>July 1, 1979 – June 30, 1980</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income Projections</strong></td>
</tr>
<tr>
<td><strong>General Fee Allocation</strong></td>
</tr>
<tr>
<td>I. Debt Service/Facility Charges:</td>
</tr>
<tr>
<td>Student Health Center*</td>
</tr>
<tr>
<td>Ice Area</td>
</tr>
<tr>
<td>University Union</td>
</tr>
<tr>
<td>Student Services</td>
</tr>
<tr>
<td>Student Recreation Center</td>
</tr>
<tr>
<td>Golf Course</td>
</tr>
<tr>
<td>Sub-total</td>
</tr>
<tr>
<td>II. Student Services/Auxiliary Programs:</td>
</tr>
<tr>
<td>Intercollegiate Athletics</td>
</tr>
<tr>
<td>University Union: Student Programs, Services &amp; Facilities</td>
</tr>
<tr>
<td>Ice Arena Programs</td>
</tr>
<tr>
<td>The BG News</td>
</tr>
</tbody>
</table>
### SUMMARY OF PROPOSED GENERAL FEE AND RELATED AUXILIARY BUDGETS (CONT.)

#### II. (continued)

<table>
<thead>
<tr>
<th>Student Recreation Center Programs</th>
<th>General Fee Allocation</th>
<th>Other Income</th>
<th>Total Income</th>
<th>Expense Projections</th>
</tr>
</thead>
<tbody>
<tr>
<td>$405,000</td>
<td>$227,810</td>
<td>$632,810</td>
<td>$632,810</td>
<td></td>
</tr>
<tr>
<td>Sub-Total</td>
<td>$2,391,000</td>
<td>$1,979,599</td>
<td>$4,370,599</td>
<td></td>
</tr>
</tbody>
</table>

#### III. Student Organizations and Activities: **

<table>
<thead>
<tr>
<th></th>
<th>General Fee Allocation</th>
<th>Other Income</th>
<th>Total Income</th>
<th>Expense Projections</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Government Associations</td>
<td>$26,435</td>
<td>$26,435</td>
<td>$26,435</td>
<td></td>
</tr>
<tr>
<td>Cultural Programs and Student Activities</td>
<td>$63,739</td>
<td>$63,739</td>
<td>$63,739</td>
<td></td>
</tr>
<tr>
<td>Recreation, Intramurals, Club Sports</td>
<td>$55,082</td>
<td>$55,082</td>
<td>$55,082</td>
<td></td>
</tr>
<tr>
<td>Student Interest Groups</td>
<td>$63,739</td>
<td>$63,739</td>
<td>$63,739</td>
<td></td>
</tr>
<tr>
<td>Sub-Total</td>
<td>$208,531</td>
<td>$208,531</td>
<td>$208,531</td>
<td></td>
</tr>
</tbody>
</table>

#### IV. Contingency Reserve

<table>
<thead>
<tr>
<th></th>
<th>General Fee Allocation</th>
<th>Other Income</th>
<th>Total Income</th>
<th>Expense Projections</th>
</tr>
</thead>
<tbody>
<tr>
<td>$9,632</td>
<td></td>
<td>$9,632</td>
<td>$9,632</td>
<td></td>
</tr>
</tbody>
</table>

**GRAND TOTAL**

<table>
<thead>
<tr>
<th></th>
<th>General Fee Allocation</th>
<th>Other Income</th>
<th>Total Income</th>
<th>Expense Projections</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,203,806</td>
<td>$1,979,599</td>
<td>$6,183,405</td>
<td>$6,183,405</td>
<td></td>
</tr>
</tbody>
</table>

* Excludes $20,000 rental charges to academic/support programs.

** Any other income that might be generated by Student Organizations and Activities will be added to their respective expense authorizations during the year (amounts unknown at this time).

Proposed Improvement Projects to be Funded and Auxiliary Improvement Projects Funded since April 19, 1979 (Report)

Mr. Spiegel stated that the members reviewed the two groups of improvement projects and voted to approve the projects totaling $90,450 and to submit them to the full Board for final approval.

**No. 60-79**

Mr. Spiegel moved and Mr. Rood seconded that approval be given to the allocation of funds for Improvement Projects totaling $90,450 - as listed.

The Secretary conducted a roll call vote with the following results: Voting "yes"—Mr. Hanna, Mr. Lipaj, Mr. Ludwig, Mr. Reams, Mr. Rood, Mr. Shanklin, Mr. Spiegel. The motion was approved by seven affirmative votes.

### AUXILIARY IMPROVEMENT PROJECTS FUNDED

#### Accounting Unit/Project Description

<table>
<thead>
<tr>
<th>MCDONALD</th>
<th>Replace Main Lounge Furniture</th>
<th>$4,800 C</th>
<th>Reserve for Depreciation</th>
</tr>
</thead>
<tbody>
<tr>
<td>DORM 8</td>
<td>Replace Houseparent’s Furniture</td>
<td>700 C</td>
<td>Reserve for Depreciation</td>
</tr>
<tr>
<td>COTTAGES</td>
<td>Replace Houseparent’s Furniture—#3</td>
<td>80 C</td>
<td>Reserve for Depreciation</td>
</tr>
</tbody>
</table>

### AUXILIARY IMPROVEMENT PROJECTS FUNDED - REPORT

Resolution No. 38-77, approved February 10, 1977, gave authorization to the President or his designee to proceed with various auxiliary projects without prior approval of the Board as long as the stated guidelines in the Resolution were followed. The following list shows the auxiliary projects funded in accordance with this Resolution during the period April 19, 1979, to May 17, 1979.

#### Accounting Unit/Project Description

<table>
<thead>
<tr>
<th>MCDONALD</th>
<th>Replace Main Lounge Furniture</th>
<th>$4,800 C</th>
<th>Reserve for Depreciation</th>
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<td>Replace Houseparent’s Furniture—#3</td>
<td>80 C</td>
<td>Reserve for Depreciation</td>
</tr>
</tbody>
</table>
**Auxiliary Improvement Projects Funded (cont.)**

<table>
<thead>
<tr>
<th>Accounting Unit/Project Description</th>
<th>Type of Projects</th>
<th>Source of Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Residence Halls</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cottage #7 - Delta Zeta</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Replace Furniture</td>
<td>$1,170 C</td>
<td>Reserve for Depreciation</td>
</tr>
<tr>
<td><strong>W Dorms</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Replace Houseparent's Furniture</td>
<td>$3,400 C</td>
<td>Reserve for Depreciation</td>
</tr>
</tbody>
</table>

**Contingent Items**

**Employee Representation Matters**

President Moore reported as follows:

**Statement**

On March 8, 1979, representatives of the Ohio Association of Public School Employees (OAPSE) met with Mr. Richard Edwards, Vice President and Secretary to the Board of Trustees, to discuss the appropriate procedure for requesting Trustees' approval of a collective bargaining election for classified employees at Bowling Green State University.

This Board of Trustees, in official session on April 19, 1979, heard representatives from two organizations which desire to serve Bowling Green's civil service employees.

Ohio law is silent as to collective bargaining for public employees. Therefore, the Board of Trustees is free to pursue whatever procedures it prefers. It is under no legal obligation to hold an election.

Under established policy of the State of Ohio, the Board of Trustees has broad authority to administer Bowling Green State University in public trust. Consistent with public policy as expressed by the delegation-of-authority principle, and in the best tradition of management, members of the university community, including the classified employees, today share in the decision-making process.

Although personnel procedures can always be improved and both the feeling of involvement and the fruits of involvement can be enhanced, the present policies of this University allow for appropriate input and response. The record reveals that substantial changes have been made in response to suggestions about grievance procedures, conditions of employment, and other matters of common concern. Moreover, given state Civil Service pay rates and state-level determination of job descriptions and classification schemes, the area within which classified employees can negotiate is a very narrow one. Nonetheless, it is apparent that some interest in collective bargaining exists.

It is important for employees to choose for themselves between collective bargaining and the present arrangement. Refusal to give employees an opportunity to vote on such a matter would be out of character with the customary position taken by this Board of Trustees.

I therefore recommend that we formally and systematically test the current, prevailing sentiment for an election and proceed expeditiously toward resolution of the issue. It is therefore recommended that:

1) The Board of Trustees authorize the implementation of a two-stage process to resolve the representation question. The first stage will be for a showing of current interest, and if sufficient interest is demonstrated, the second stage will be an election.

2) The employee unit be comprised of those non-supervisory, Civil Service employees in the classifications now utilized by the University, but excluding all students, casual and temporary employees, probationary employees, managerial employees, confidential employees, professional employees, technical employees, and administrative employees, also, excluding any employee who is employed by any consortium or joint venture entity of which the University is a member.

3) In order to determine whether sufficient interest in an election exists on behalf of the employees in the unit, the Administration develop a procedure forthwith for assessing and verifying a current showing of interest by a labor organization on behalf of not less than thirty percent (30%) of the eligible employees. Any labor organization wishing to participate shall have until June 18, 1979, to demonstrate such interest. If this deadline is not met, the Board of Trustees will not entertain any other requests for an election by any labor organization for a period of one year.

4) If a sufficient showing of interest is demonstrated and verified, the election procedure be deemed implemented, and the Administration announce that an election will be held. Once the announcement of an election is made, any other labor organization desiring to be placed on the ballot shall have a period of seven (7) calendar days in which to submit a similar showing of interest on behalf of an additional ten percent (10%) or more of the eligible employee voters within the unit.

5) The election be conducted in accordance with procedures developed by the Administration, with input from the eligible labor organizations, and implemented by an impartial third party.

6) The list of eligible voters be prepared and distributed by the Office of Institutional Contracts.

7) The results of the election be made known promptly to the President and the Board of Trustees.
STATEMENT (CONTINUED)

I further recommend that the University retain the services of the American Arbitration Association, to verify the showing of interest, to adjudicate procedural issues (including eligibility for participation), to conduct the election (if necessary), and to insure that the process will be conducted in a fair and impartial manner.

No. 61-79
Mr. Spiegel moved and Mr. Ludwig seconded that approval be given to the recommendations for resolution of the issue of representation for the University's classified employees—as submitted by President Moore.

The motion was approved by unanimous vote of the members present.

NEW ITEMS

Proposed Name Change: From - Frank C. Ogg Science Library — To - Frank C. Ogg Science and Health Library (Mathematical Sciences Building)

No. 62-79
Mr. Shanklin moved and Mr. Ludwig seconded that the following Resolution be approved:

RESOLUTION

WHEREAS, by action of the Board of Trustees on October 10, 1969, the Frank C. Ogg Science Library was named in honor of Dr. Frank C. Ogg, Professor of Mathematics and Department Chairman, who served Bowling Green State University from 1931 until his retirement in 1969; and

WHEREAS, the Science Library also supports the fields of Health, such as Nursing, Mental Health and Medical Technology; and

WHEREAS, a need has been identified by the Dean of Libraries for more appropriate designation of the facility to the campus community and to other colleges and universities as well as to outside agencies to which research grant applications are submitted, i.e., the National Institute of Health and the National Library of Medicine;

NOW, THEREFORE, BE IT RESOLVED, That, upon the recommendation of Dean Burlingame, with the concurrence of Provost Ferrari and President Moore, the Board of Trustees hereby approves the name change from the Frank C. Ogg Science Library to the Frank C. Ogg Science and Health Library.

The motion was approved by unanimous vote of members present.

Academic Honesty Code

Dr. Eakin reported that the Academic Honesty Code was approved by the Academic Honesty Committee, the Faculty Senate and President Moore and outlined the proposed changes as submitted to the Board.

Following discussion of the Code, the penalties for and the prevalence of cheating and plagiarism on the campus, further amendments were proposed as follows:

Mr. Spiegel moved and Mr. Shanklin seconded that Procedures, Item 7 (Penalties) — "Stealing, duplicating, or selling examinations or examination books" apply to those examinations TO BE GIVEN. All members concurred.

Mr. Shanklin moved and Mr. Spiegel seconded that Procedures, Item 7 (Penalties) — be amended as follows under "Maximum Penalty": In place of "Dismissal for three years** and institution of civil proceedings," the following is to be substituted: **EXPULSION**. All members concurred.

No. 63-79
Mr. Shanklin moved and Mr. Spiegel seconded that approval be given to the Academic Honesty Code, as amended. The motion was approved with no negative votes.

ACADEMIC HONESTY CODE

(Approved by the Academic Honesty Committee; adopted by the Faculty Senate, May 1, 1979; and approved by the President on May 10, 1979)

ACADEMIC HONESTY

The Academic Honesty Committee has set forth the following objectives and procedures regarding academic honesty:

OBJECTIVES

1. To communicate to all members of the University community the conviction of the University and its faculty that cheating and plagiarism are destructive to the central purposes of the University and are universally disapproved.

2. To state procedures for accomplishing the above objective by students, faculty, academic deans, and the University Academic Honesty Committee.

PROCEDURES

1. Both students and faculty should initiate discussion which will lead to the elevation of University mores on cheating and plagiarism.

2. Each faculty member should include in his/her introduction to a course:

(a) A statement of his/her definitions and policies with regard to cheating and plagiarism.

(b) Statements about examinations within the specific course, e.g., frequency, kinds, importance, and

(c) The statement that every instance of dishonesty as defined in (a) will be reported as described elsewhere in this policy.
3. Insofar as possible, temptations to potential violators should be removed. Specific suggestions include:

(a) Only new tests should be used; samples of course tests may be filed in the University Library. The Library will receive, file, and make available to students through the Closed Reserve System all tests forwarded by the teaching faculty but will not actively procure or permanently retain such tests (unless otherwise requested by a teaching department, the normal retention period will not exceed five years).

(b) When test items are similar to those used in the past, strict security should be observed so that copies of such items are not taken from the test area.

(c) Testing of large groups should be held in places other than rooms with high density seating.

(d) There should be provision of sufficient proctors for the group being tested. Assistance should be provided by instructors, and, where necessary, by student assistants.

4. Faculty members should exemplify the highest levels of academic honesty at all times.

5. Cases of academic dishonesty shall be reported to the Dean of the College in which the student is enrolled, to the Dean of the College in which the course is taught, and to the Vice Provost for Institutional Planning and Student Affairs either by the instructor or by a student in the class where the incident occurs. A memorandum stating the nature of the report and the disposition of the case shall be sent to the Academic Honesty Committee and to the Vice Provost for Institutional Planning and Student Affairs by the student's dean. The student shall be informed in writing of the charges made and of his/her rights of due process in all hearings related to the matter.

6. Penalties for offenses are defined as follows:

**Expulsion** - Dismissal with no provision for readmission.

**Dismissal for a stated period of time** - After the time has elapsed the student may apply for readmission on the same basis as any student entering from another school.

**Suspension for a stated period of time** - May not register again until stated period of time has elapsed. The student is subject to all regulations dealing with his status at the time of suspension, e.g., academic warning.

**Suspended Penalty** - Where any of the three above stated have been totally or partially suspended, a student who subsequently violates the Academic Honesty Policy is subject not only to the penalty prescribed for that subsequent offense but also to the suspended portion of the previously-imposed penalty.

Failure in course - The student should be withdrawn from the course and a grade of WF assigned.

Failure in part of a course (test paper, etc.) - In accordance with practices of instructor.

Warning - Assigned by academic dean. Facts are recorded in student's record.

Each penalty shall be considered to be a punishment of greater degree than the punishments listed below it (assuming dismissal time is at least as long as suspension time).

7. Penalties for first offenses shall be in accordance with the following table:

<table>
<thead>
<tr>
<th>Offense</th>
<th>Minimum Penalty</th>
<th>Maximum Penalty</th>
<th>Original Jurisdiction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheating or plagiarism in tests on examinations or other assignments in a course*</td>
<td>Failure on test examination or assignment</td>
<td>Failure in course</td>
<td>Instructor in Course</td>
</tr>
<tr>
<td>Plagiarism or Other Forms of Dishonesty, by a Graduate Student, Associated with Non-Formal Course Material (e.g., Thesis, Dissertation, Preliminary or Comprehensive Examination, Field Experiences)</td>
<td>Suspension for two quarters**</td>
<td>EXPULSION**</td>
<td>GRADUATE DEAN IN CONSULTATION WITH INSTRUCTOR/FACULTY MEMBER RESPONSIBLE</td>
</tr>
<tr>
<td>Stealing, duplicating, or selling examinations or examination books TO BE GIVEN</td>
<td>Suspension for two quarters**</td>
<td>EXPULSION**</td>
<td>Student's academic dean</td>
</tr>
<tr>
<td>Substitution in class for a significant period without permission</td>
<td>Warning (for substitute) failure in course (for enrolled)</td>
<td>Suspension for one year</td>
<td>Student's academic dean</td>
</tr>
<tr>
<td>Substitution in an examination</td>
<td>Suspension for two quarters**</td>
<td>Dismissal for one year**</td>
<td>Student's academic dean</td>
</tr>
<tr>
<td>Other cheating</td>
<td>Warning</td>
<td>Suspension for two quarters**</td>
<td>Student's academic dean</td>
</tr>
</tbody>
</table>

* Purchase of research papers or employment of a person or agency to prepare such papers is considered by the Academic Honesty Committee to be equivalent to plagiarism.

** All or part of penalty may be suspended.
ACADEMIC HONESTY CODE (CONTINUED)

For second offenses, the maximum penalty may be increased to a longer period of suspension or dismissal, or to a greater degree of punishment.

One year is defined as four consecutive quarters.

8. In any case in which the maximum penalty for the alleged offense is less than suspension, the instructor having original jurisdiction shall determine the penalty. In all such cases, the faculty member shall confer with the student before assessing the penalty. The instructor shall notify the student's academic dean of the penalty imposed. The first ten days from the date on which the student receives notice of this penalty will be a transitional period during which the student may confer with the dean in question concerning his/her case.

In any case in which the penalty for the alleged offense is suspension, dismissal, or expulsion, the academic dean having original jurisdiction shall be required before making a decision to inform the Vice Provost for Institutional Planning and Student Affairs that the student has been charged with the offense, and notify the student of the charges and of the opportunity for a hearing. The student shall have five days from receipt of the notice to request a hearing with the dean. The Vice Provost for Institutional Planning and Student Affairs shall supply the academic dean having jurisdiction with any relevant information and may make a recommendation as to the disposition of the case. A penalty of suspension, dismissal, or expulsion is to be determined by the academic dean having original jurisdiction.

The penalty is to be determined by the academic dean having original jurisdiction. The student's academic dean shall in all cases of academic dishonesty notify a student of the penalty imposed. The penalty all penalties shall begin immediately upon notification of the student in writing by the academic dean of its assessment unless appealed. If appealed, the assessment is to be withheld until completion of the appeals process. If the original decision is upheld, the penalty will be effective as of the original date of notification. If, during the period of the hearing or the appeal, a quarter or term ends, grades and credits of the student shall be withheld pending final resolution of the case.

9. The University Academic Honesty Committee shall have appellate jurisdiction in cases of academic dishonesty and shall establish its own procedural rules. The student's academic dean assessing a penalty shall inform the student in writing of his/her right to appeal as described below and that such appeal must be made within ten days of the date on which the student receives notice of the penalty. The student will have ten days from the date on which he/she receives notice of the penalty to file an appeal. An appeal may be based on new evidence or on procedural errors in the proceedings leading to the assessment of the penalty. Appeals are to be sent by the student in written form to the Committee, with copies to be filed with the Dean of the College in which the student is enrolled, and the Dean of the College in which the course is taught. The Committee shall have authority to initiate review of any case, if it so desires, and shall have authority to conduct an investigation of a case de novo.

The academic honesty committee shall have the power to suspend a penalty in whole or in part and to impose appropriate conditions as a corollary. This power may be exercised either upon recommendation of the dean who imposed the penalty or in the course of the review of a case by the Committee. Final appeal jurisdiction in any case rests with the President of the University.

10. When violations of academic honesty are such as to escape notice at the time of their commission but are discovered at some future time, penalties may be imposed at the time the violation is discovered. The procedures governing such penalties are the same as described above. The statute of limitations on all such offenses, except graduate theses or dissertations, shall be one calendar year from the date of graduation of the person involved.

REGULAR ITEMS

Sponsored Grants and Contracts

<table>
<thead>
<tr>
<th>No. 64-79</th>
<th>Mr. Rood moved and Mr. Ludwig seconded that grants and/or contracts in the amount of $32,108.82, as listed for the following period, be accepted and expenditures applicable thereto in that amount be authorized.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total for Period</td>
<td>Fiscal Year to Date</td>
</tr>
<tr>
<td>April, 1979</td>
<td>$ 34,108.82</td>
</tr>
</tbody>
</table>

The motion was approved with no negative votes.

COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

<table>
<thead>
<tr>
<th>Fiscal Years to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1 through April 30</td>
</tr>
</tbody>
</table>

I. Research Grants

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Federally Sponsored</td>
<td>$397,238.24</td>
<td>$629,457.57</td>
</tr>
<tr>
<td>B. Privately and State Sponsored</td>
<td>$102,077.85</td>
<td>$229,931.66</td>
</tr>
<tr>
<td>Total Research Grants</td>
<td>$499,316.09</td>
<td>$859,409.23</td>
</tr>
</tbody>
</table>

II. Institutes and Workshops

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>68,107.00</td>
<td>92,840.00</td>
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</tbody>
</table>

III. Public Services Grants and Contracts

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>934,151.29</td>
<td>1,385,433.06</td>
<td></td>
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</tbody>
</table>

IV. Program Development and Innovation Grants

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>513,473.48</td>
<td>767,717.67</td>
<td></td>
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</table>

V. Equipment Grants

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>189,583.00</td>
<td>41,939.00</td>
<td></td>
</tr>
</tbody>
</table>

VI. Student Aid Grants

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,151,466.00</td>
<td>2,877,741.00</td>
<td></td>
</tr>
</tbody>
</table>

Total All Grants and Contracts

<table>
<thead>
<tr>
<th>Year</th>
<th>1977-78</th>
<th>1978-79</th>
</tr>
</thead>
<tbody>
<tr>
<td>$5,356,096.86</td>
<td>$6,025,079.96</td>
<td></td>
</tr>
</tbody>
</table>
Personnel Changes

No. 65-79

Mr. Hanna moved and Mr. Rood seconded that the personnel changes be approved. The motion was approved with no negative votes.

PERSONNEL CHANGES

Administration

Retirement

Don A. Cunningham, Associate Director of Athletics, effective May 1, 1979

Resignation

John V. Mason, Assistant Hockey Coach; Golf Professional, effective April 30, 1979

Reappointments - Fiscal Year starting April 1

Charles Baggett, Assistant Football Coach, effective 4/1/79 through 3/31/80; $13,750 fiscal year
Charles Butler, Assistant Football Coach and Lecturer in Health and Physical Education (HPE), effective 4/1/79 through 3/31/80; $19,600 fiscal year
James M. Hancock, Assistant Football Coach and Lecturer in HPE, effective 4/1/79 through 3/31/80; $15,500 fiscal year
Michael J. Rasmussen, Assistant Football Coach and Lecturer in HPE, effective 4/1/79 through 3/31/80; $18,500 fiscal year
Dennis E. Stolz, Head Football Coach and Lecturer in HPE, effective 4/1/79 through 3/31/80; $28,500 fiscal year

ACADEMIC AREA*

Retirements

William L. Barker, Assistant Professor in the University Library, effective August 1, 1979
Albert Blankenship, Professor of Marketing, effective June 15, 1979
Thomas DeCola, Associate Professor of Natural and Social Sciences, Firelands Campus, effective June 15, 1979
Harold Hamre, Associate Professor of Biological Sciences, effective August 25, 1979
Margie Hasket, Associate Professor of Physical Education and Recreation, effective July 20, 1979
Robert W. Hohn, Professor of Music Education, effective June 15, 1979
Mary Lane, Assistant Professor of Home Economics, effective June 15, 1979
Alma J. Payne, Professor of English/American Studies, effective August 31, 1979
Glenn Van Wormer, Associate Vice President of Academic Information Services, effective June 30, 1979

Resignations

Duncan A. Buell, Assistant Professor of Computer Science, effective June 15, 1979
Philip Friedman, Lecturer of Management, effective March 20, 1979
Donald Owen, Professor of Geology, effective June 15, 1979
Kenneth W. Rothe, Associate Professor of Physics, effective April 1, 1979

Special Appointments

George Hageage, Adjunct Professor in the Department of Biological Sciences, effective April 19, 1979

PART-TIME FACULTY APPOINTMENTS - TEMPORARY CONTRACTS

(Reappointment)
William P. Day, Lecturer, School of Journalism, Spring Quarter, 1979; $1,200

CONTRACT STAFF APPOINTMENTS - TERM CONTRACT

Norbeth Emmanuel, Assistant Program Coordinator (PT) - Upward Bound Program, 4/16/79 - 6/30/79; $12,480 fiscal year rate

(Externally-Funded Programs)
Catherine M. Cook, Coordinator of Fremont Satellite Center (PT) - Educational Development, 4/3/79 - 9/28/79; $2,496 fiscal year rate
Martija Sindler, Postdoctoral Fellow - Chemistry, 5/1/79 - 4/30/80; $10,250 fiscal year rate

* Changes and appointments effective since the Board of Trustees meeting of April 19, 1979

REPORTS

Right-to-Read Program, Upward Bound Program and Developmental Education Program

Dr. Means reported as follows:

1) The Right-to-Read Program involves students off campus, essentially in the counties of Allen, Sandusky and Wood, and provides a service for all who cannot read.

2) The Upward Bound Program is designed to raise the skill levels of high school students and serves as a bridge from high school to college. It is generally considered a recruiting tool.

3) The Developmental Education Program is directed to those students on campus—with particular emphasis on the minority student and financial need. Academic counseling and tutoring are provided for those students having skill problems.
Enrollment - Spring 1979 (Final)

The final report of Spring Quarter Enrollment, 1979, was submitted and accepted for the official record.

Trustees' Workshop - April 29-30, 1979

Chairman Lipaj reported concerning the 23-HOUR ALL-OHIO, TRUSTEES' WORKSHOP held in Columbus and indicated 50 trustees from the twelve state universities were in attendance. He said that panel discussions and informal sessions reviewed ways in which trustees may cooperate in the consideration of mutual concerns and in legislative relationships. Mr. Lipaj reported that a similar gathering will be held during the Fall as a means of strengthening the base of trustee involvement in state related matters concerning higher education.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - David Roller

Dr. Roller was not present due to illness and his representative, Evron Collins, stated that there would be no report at this time.

Undergraduate Student Representative - Thomas Washbush

Mr. Aveni introduced the Student Representative for 1979-80, Thomas Washbush, who served as his assistant during 1978-79. Mr. Washbush acknowledged the outstanding service of Mr. Aveni during the past year; introduced the new Student Government Association President, Michael Zinicola; read two resolutions passed by the Student Government Association on May 16, 1979, concerning Ohio's proposed higher education budget; and expressed appreciation on behalf of the students for Robert Savage's service as a member of the Board of Trustees.

Chairman Lipaj commended Mr. Aveni for a "magnificent job" during the past year.

Graduate Student Representative - Gerald E. (Jerry) Krygier

Mr. Krygier highlighted his report with comments about the Graduate Student Senate Professional Development Fund; funding for the University Library; and the proposal for an increase in graduate student stipends for the coming year.

Firelands College Board Representative

Dean Adams reported as follows:

1) As at the Main Campus, a major concern at the Firelands Campus has been the 1979-80 budget.

2) As growth in enrollment is going to be in the non-traditional student market, new populations of students are being sought by Firelands, e.g., a specific need has been identified for people in business. Beginning this fall, courses are planned for the weekends in the MBA program in the College of Business, and in the associate degree program—to be offered only if sufficient number of persons express an interest.

3) A program yet to be approved concerns an industry to be located in Huron and an arrangement for educational courses for the employees. Prospects are for 20 graduates each year for the next three years.

Mr. Matherly brought greetings from the Firelands College Board and said the members are looking forward to welcoming the University Trustees at the Firelands Campus at a meeting to be arranged some time this summer.

ANNOUNCEMENTS

The Chairman announced the date of the next meeting as Saturday, June 9, at 2:00 p.m., in the McFall Center Assembly Room. (In the event of inclement weather, the alternate plan for Spring Quarter Commencement and the Board of Trustees meeting is: Commencement exercises at 10:00 a.m. and at 2:00 p.m. in Memorial Hall; Board of Trustees meeting at 4:00 p.m. in McFall Center.)

Mr. Lipaj thanked the Board for the opportunity to serve as Chairman during the past two years. Mr. Spiegel called for a "rousing" vote of thanks for an excellent job and members enthusiastically complied.

ADJOURNMENT

The meeting was declared adjourned at 11:46 a.m.

In keeping with the official meeting notice, the Board of Trustees met in the McFall Center Assembly Room, with all members present: Albert Dykes, Chairman; Norman Rood, Vice Chairman; M. Shad Hanna; John Lipaj; Robert Ludwig; Frazier Reams, Jr.; Charles Shanklin; William F. Spengler, Jr.; and S. Arthur Spiegel.

Also present were President Hollis Moore; Richard Edwards, Vice President and Secretary to the Board; Thomas Kinsey, Faculty Representative; Thomas Washbush, Undergraduate Student Representative; Gerald E. (Jerry) Krygier, Graduate Student Representative; Dwight Burlingame, Dean of Libraries; Myron Chenault, Assistant Vice President—Institutional Contracts; Ramona Cormier, Associate Provost; Richard Eakin, Vice Provost for Institutional Planning and Student Affairs; Michael Ferrari, Provost and Executive Vice President; Paul Russer, Assistant Vice President for Operations and Treasurer; George Postich, Vice President for Operations; Elton Ringer, Associate Vice President - University Budgets; representatives of University classified employees; and press representatives.