12-10-1982

Board of Trustees Meeting Minutes 1982-12-10

Bowling Green State University

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Mr. Hanna moved and Mr. Ludwig seconded that the minutes of the meeting of October 8, 1982, be approved as written. The motion was approved.

PRESIDENT'S REPORT

There are several topics I wish to cover and therefore my individual report about them will be brief.

Financial Aid Office

We have tentatively decided to proceed with computerization of Financial Aid processing during the coming year. Virtually all of the work of the Financial Aid Office takes place manually at the present time, and among other things this results in our being from one to three months behind our sister institutions in notifying students of the aid they may receive. In a time when enrollments are dropping, and therefore competition for qualified students is more severe, we need to be able to address financial aid more rapidly.

Undergraduate Admissions

The Undergraduate Admissions Office began accepting applications for admissions to Fall Semester 1983 on August 1, 1982. As of December 1, 2,771 freshman applications and 181 transfer student applications have been received. These figures are lower by 24 percent and 30 percent respectively than corresponding application counts at the same time last year. While this is a cause for concern, our conversations with sister institutions reveal that a slower rate of return on early applications is shared elsewhere. We suspect that students are taking their time in submitting applications, due in large part to the state of the economy and uncertainties related to the availability of federal financial aid application materials. However, this is just a guess. If these lower application figures continue to hold in the months ahead, it will be essential for us to take steps to plan for a seriously lower enrollment, and therefore lowered funding base for the Fall of 1983.

Spring Semester Enrollment

According to preliminary main campus enrollment data for Spring Semester 1983, student registrations are 744 below the comparable Winter Quarter 1982 figures. Fall semester enrollment was 745 below last year's fall term enrollment. Thus, the enrollment trend from the first academic term to the second academic term appears to be quite stable. These preliminary figures do not include new freshman registration nor registrations to be completed during the open registration which began this week. The number of freshmen accepted for Spring Semester is 67 above freshman admissions for Winter Quarter 1982. It is likely therefore that Spring Semester enrollments will be 650-700 below last Winter Quarter enrollment, which will be a slight improvement over the Fall term year to year.

At the same time, I would like to note that there is a 5.5 percent decrease in the number of Ohio high school seniors this year. Unless the percentage of high school graduates increases substantially to offset the senior population decline, an unlikely event, we should expect a decline in the overall Ohio college and university freshman enrollment next Fall. In addition to improvements in the efficiency of such offices as Financial Aid, it will be more important than ever for us to involve our Alumni Association and similar organizations in the recruitment of qualified students. We are already pursuing this.

Student Room Rental Projection

Student room rental income should approximate $8,484,528 for 1982-83. This is close to the figure that we projected on September 15, 1982. However, the February 12, 1982, approved budget projected an income of $8,674,200.00, or $198,671.93 higher than the revised estimate. We anticipate that this reduction will be managed within the residence hall budgets without help from any other budgeting source.

We expect about 7,600 students to reside on campus during the Spring Semester, which is a 9.4 percent drop compared to Fall semester occupancy. Both Fall and Spring Semester totals are below occupancy levels used in preparation of residence hall budgets as already indicated.

Faculty Senate

The Faculty Senate has produced a Financial Exigency Policy which will be presented to the Board of Trustees at the January meeting. This Policy has been reviewed by the administration, and I personally support it. I think it is one of the better financial exigency policies when compared with others I have read from across the country.

General Fee Income

The $9 reduction in the General Fee from $169 to $160 effective Fall Semester, 1982 resulted in a $268,920 loss of revenue, while the $3 million state capital appropriation for the Student Recreation Center was reduced by $167,024 in debt service expense. Furthermore, reduced enrollments will result in an additional $8,500 loss. The net shortage is therefore...
President's Report (continued)

approximately $110,000. It appears that the $9 per quarter pledged reduction was too generous from the very beginning. I believe we can handle this $110,000 reduction by reducing the amount previously budgeted for depreciation reserves for bonded facilities supported by the General Fee. This approach is justified in my view because depreciation reserves were funded this year at 89 percent above guidelines instead of the usual 50 percent level. The difference in dollar value is $197,748, which obviously would handle the $110,000 problem.

New Committees

In response to my request, the Office of Academic Affairs has created the following three committees:

Teaching Loads Committee, chair, Dr. Jack Thomas. The mission of this Committee is to investigate equity in the distribution of teaching loads, to make recommendations regarding the definition of teaching loads relative to research and service commitment. Teaching Effectiveness Committee, chair, Dr. Peter Wood. The mission of this Committee is to make recommendations to enhance teaching effectiveness and to assess such effectiveness. Committee on Strategies and Retention of Minority Students, chair, Dr. Mary Edmonds. The mission of this Committee is to increase the number of and retention of minority students at Bowling Green.

In addition to these committees, an ad hoc committee has been established, chaired by Dr. Kenneth Rothrock, to evaluate current strategies for responding to the needs of the nontraditional students, and to recommend changes that will provide a better learning environment for these students.

Grants and Contracts Awarded

The comparative numbers for grants and contracts for the November 30 month ending in 1981-82 as opposed to 1982-83 are as follows:

1981-82
Total special project grants and contracts = $2,498,876.62

1982-83
Total special project grants and contracts = $2,393,033.12

When total student aid contracts, which are approximately identical, are added to these numbers, the 1981-82 total all grants and contracts figures $5,088,352.62 and for 1982-83 is $4,965,349.12.

Mr. Chairman, this concludes my report.

FACILITIES COMMITTEE

Acting Chairman Murray reported concerning the meeting of Committee members and staff on Thursday evening, December 9, and stated that

1) Mr. Postich reported that the sale of the Crestview Lots (City of Bowling Green) is proceeding; the bids are being advertised and are scheduled for opening on December 14;

2) Mr. Fether reported concerning the minority set-aside program (a plan for the hiring of minorities in construction and purchasing areas) indicating that the University’s procedures are well within the State guidelines;

3) Mr. Engler reported that a survey is to be made in the buildings owned by the State of Ohio to assess evidence of asbestos present and to determine the procedures and cost for removal or sealing in an appropriate manner.

Mr. Murray said the Committee also reviewed improvement projects totaling $33,500, which covers needed repairs to the air chiller in the Psychology Building and replacement of a water line in the north utility tunnel, and stated that members voted to recommend the funding of the projects to the Finance Committee for review and submission to the full Board.

With approval of the Committee and the Board, Mr. Murray asked that two additional items be considered at this time.

Naming of the University Library

No. 33-83 Mr. Murray moved and Mr. Ludwig seconded that the following Resolution be adopted:

RESOLUTION

WHEREAS, William Travers Jerome III served as President of Bowling Green State University from 1963 until 1970; and

WHEREAS, he defined the creation and maintenance of an intellectual atmosphere and academic environment in which faculty, staff and students can flourish as the most important responsibility of his administration; and

WHEREAS, he contributed significantly to the achievement of such a climate for learning by participating actively in the planning of a University Library that has continued to serve well increasing numbers of students, faculty and other members of the University community since its opening on June 17, 1967;

NOW, THEREFORE, BE IT RESOLVED, That the University Library be named the "William Travers Jerome University Library," and that an appropriate ceremony recognizing Dr. Jerome’s contributions be held at some convenient future date.

The motion was approved by unanimous vote of members present.

Naming of Green Room - Moore Musical Arts Center

No. 34-83 Mr. Murray moved and Mr. Ludwig seconded that the following Resolution be adopted:

RESOLUTION
No. 35-83 (Continued)

RESOLUTION

WHEREAS, Dr. James Paul Kennedy served the Department of Music successively as Professor and Chair, and as Director of the School of Music from 1936 until his retirement in 1975 and as the first Dean of the newly organized College of Musical Arts, and was honored additionally by being named Trustee Professor of Music; and

WHEREAS, Dr. Kennedy's service at Bowling Green is reflected throughout the state and the nation in the outstanding reputation of the University's College of Musical Arts;

NOW, THEREFORE, BE IT RESOLVED, That the Bowling Green State University Board of Trustees recognize Dr. Kennedy's efforts on behalf of the University's programs in Music by naming the Green Room in the Moore Musical Arts Center the "James Paul Kennedy Green Room," and that an appropriate ceremony be planned in tribute to Dr. Kennedy at a convenient future date.

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

FINANCE COMMITTEE

Chairman Shanklin reported the members met on Wednesday evening to consider two action items as follows:

Amendment to Dependent Fee Waiver Policy

The Committee recommends approval of the amended policy to permit any natural or adopted child of a full-time employee to enroll in a course so long as the child's earnings meet the provisions of the Internal Revenue Code and the employee-parent provides $1,200 or more of support in any calendar year.

No. 35-83

Mr. Shanklin moved and Mr. Ludwig seconded that approval be given to the Proposed Amendment to the Fee Waiver Policy for University Employees, as listed.

FEE WAIVER POLICY (BGSU Trustees, 1976, Revised July 23, 1982)

The policy governing these staff benefits shall be as follows:

Employee

A full-time employee of the University, including an individual employed full time at the University but compensated by another agency (i.e., ROTC, research agency, etc.) and one who has emeritus status, and one who has retired formally into STRS or PERS, may enroll in three courses per calendar year and one course per summer session on either an audit or credit basis without payment of the instruction or general fees, if

1. one's administrator certifies that the individual's enrollment will not interfere with the discharge of duties as a University employee;
2. one's enrollment in the section of the subject is recommended by the appropriate academic dean or area administrator and approved by the University Vice President for Academic Affairs;
3. one's enrollment will not prevent a regularly registered student from attending the class section; and
4. enrollment for the course occurs in the Office of Registration and Records.

Spouse/Child

The cohabitant spouse and/or child or children of a full-time employee, including faculty and Civil Service (or local equivalent of Civil Service), and employees of the Departments of Aerospace Studies and Military Science, who has completed five years of full-time service at Bowling Green State University, may enroll without payment of the instructional fee either as a full-time or as a part-time student at the University, on the campus or at any off-campus branch or center, provided that (1) the individual is eligible to be considered a personal exemption under the provisions of Section 151 of the Internal Revenue Code OR (2) IN THE CASE OF A NATURAL OR ADOPTED CHILD WHO IS NOT CLAIMED BY THE EMPLOYEE FOR FEDERAL TAX PURPOSES UNDER IRS REGULATIONS, THAT THE EARNINGS OF SUCH CHILD ARE LESS THAN $1,000 IN ANY CALENDAR YEAR AND THE EMPLOYEE-PARENT PROVIDES $1,200 OR MORE OF SUPPORT IN ANY CALENDAR YEAR. AN EMPLOYEE IS REQUIRED TO CERTIFY IN A NOTARIZED STATEMENT THAT THE ELIGIBILITY CONDITIONS ARE MET UNDER PROVISION (2). The general fee and other course fees or charges will be paid by the student.

Instructional, facility and general fees are waived for faculty and staff who have formally retired into STRS or PERS and who wish to take a course on a space available basis. In addition, undergraduate instructional fees are waived for dependents or retirees during the time the retiree is employed under provisions of the Supplemental Retirement Program.

A full-time nonacademic employee is one who works 40 hours a week on a regular schedule and is employed full time for a minimum of nine months a year—such eligibility to be determined by appropriate authorities.

A full-time academic employee is one who is appointed (including leave of absence) for a minimum of two semesters of the same fiscal year and whose teaching assignments and/or other assignments are determined by appropriate authorities to constitute a full load.

The President of the University is authorized, effective as of September 1, 1976, to provide for the payment of the instructional fee under circumstances determined to be exceptional and appropriate.

Fee Waivers Agreement Between BGSU and UT

The Board of Trustees of BGSU and UT approved a reciprocal agreement whereby full-time employees of one university may take courses at the other university with a waiver of fees. This covers full-time employees only and does not include waivers for dependents.

The agreement is effective immediately and procedures are outlined below. BG employees will receive the same benefits at the University of Toledo as on our campus. Our rules and limitations under the present policy for employees will apply for taking courses at UT.
1. It will be necessary to be properly admitted as a student (either undergraduate or graduate) at UT before enrolling for courses.
2. Expense authorization forms as well as registration cards for parking permit are available in the Office of the Vice President for Academic Affairs.

Fee Waivers Agreement Between BGSU and MCO

On November 6, 1975, the Board of Trustees of BGSU approved a reciprocal agreement whereby full-time faculty members of BGSU may take courses at MCO with a waiver of fees. This agreement covers full-time faculty members only. Faculty members interested in this option should contact the Office of the Vice President for Academic Affairs for further information.

The motion was approved with no negative votes.

Proposed Improvement Projects to be Funded and Report of Auxiliary Improvement Projects Funded during the Period October 9, 1982, to December 10, 1982

Mr. Shanklin reported that the Committee reviewed the projects recommended by the Facilities Committee and voted to submit the proposed projects (totaling $33,500) to the full Board for action.

No. 36-83

Mr. Shanklin moved and Mr. Hanna seconded that approval be given to the allocation of funds for Improvement Projects totaling $33,500, as listed.

Bowling Green State University Improvement Projects

<table>
<thead>
<tr>
<th>Accounting Unit/Project Description</th>
<th>Type of Project</th>
<th>Source of Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCHOLOGY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1) Repair of Air Temperature Chiller</td>
<td>$ 30,000 (C)</td>
<td>Special Projects Account</td>
</tr>
<tr>
<td>NORTH TUNNEL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Replace 4&quot; Water Line - Engineering Fees Only</td>
<td>$3,500(C)</td>
<td>Special Projects Account</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$3,500</td>
<td>Special Projects Account</td>
</tr>
<tr>
<td>(C) - Outside Contract</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Resolution No. 38-77, approved February 10, 1977, gave authorization to the President or his designee to proceed with various projects without prior approval of the Board as long as the stated guidelines in the Resolution were followed. The attached list shows the projects funded in accordance with Resolution during the period October 9, 1982, to December 10, 1982.

<table>
<thead>
<tr>
<th>Accounting Unit/Project Description</th>
<th>Type of Project</th>
<th>Source of Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMONS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1) Replace Carpet in Campus Safety (A) Total Project Cost $3,238</td>
<td>$ 1,230</td>
<td>Reserve for Depreciation</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 1,230</td>
<td>Reserve for Depreciation</td>
</tr>
<tr>
<td>(A) - Additional Amount Needed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(C) - Outside Contract</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEATING PLANT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2) Repair of Breaching (A)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Project Cost $40,130</td>
<td>$ 330 (C)</td>
<td>Special Projects Account</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 330</td>
<td>Special Projects Account</td>
</tr>
</tbody>
</table>

The Secretary conducted a roll call vote with the following results: Voting "yes"—Messrs. Hanna, Ludwig, Murray, Neams, Shanklin; Mrs. Russell. The motion was approved by six affirmative votes.

NEW ITEMS

Election of Board Secretary

No. 37-83

Mr. Shanklin moved and Mr. Hanna seconded that Philip R. Mason be elected Secretary to the Board of Trustees for the remainder of the 1982-83 year in place of Richard A. Edwards.

The motion was approved with no negative votes.

Nominees Proposed for Membership on the Public Advisory Council for Television (PACT) - WBGU-TV

Dr. Duane Tucker submitted to the Board the names of persons nominated for membership and indicated that approval of the new members and those whose terms go to 1983 will bring the total membership to thirteen.

No. 38-83

Mr. Murray moved and Mrs. Russell seconded that approval be given to the appointment of the following persons to the Council for terms ending April 30, 1984, pursuant to Article III, Section 1, of the Revised Charter of Association:
Proceedings, Trustees Bowling Green State University

December 10, 1982

No. 38-83 (Continued)

Rolando Andrade  Bowling Green
Arthur J. Bakaitis  Findlay
Phillip Clnard  Bowling Green
Dr. Leonard Gaydos  Tiffin
Rick J. Mills  Findlay
Jessica Moses  Bowling Green
Miguel Ornelas  Bowling Green
Marian Parker  Findlay
Marilyn Singleton  Bowling Green
Floyd Wenger  Findlay

The motion was approved with no negative votes.

REGULAR ITEMS

Sponsored Grants and Contracts Awarded

No. 39-83

Mr. Shanklin moved and Mr. Hanna seconded that grants and/or contracts in the amount of $2,122,460.56, as listed for the following periods, be accepted and expenditures applicable thereto in that amount be authorized.

Total for Period  Fiscal Year to Date

October 1982  $1,449,493.48  $4,292,382.04
November 1982  672,967.08  4,965,349.12

COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

I. Research
   A. Federally Sponsored
   B. Privately and State Sponsored
   TOTAL RESEARCH GRANTS
   II. Institutes and Workshops
   III. Public Service Grants and Contracts
   IV. Program Development and Innovation Grants
   V. Equipment Grants
   VI. TOTAL SPECIAL PROJECTS GRANTS AND CONTRACTS

Fiscal Years to Date

1981-82  1982-83

$197,729.68  $435,228.00
$144,976.23  $49,028.48
$342,703.91  $484,256.48
$1,204,378.71  $988,223.56
$738,564.00  $657,103.00
$2,280,646.62  $2,147,366.04
$2,589,676.00  $2,114,816.00
$4,875,122.62  $4,292,382.04

The motion was approved with no negative votes.

Personnel Changes - since October 8, 1982, Meeting

No. 40-83

Mr. Shanklin moved and Mr. Hanna seconded that approval be given to the personnel changes as listed.

PERSONNEL CHANGES

Administration

Name  Title/Area  Effective Date  Fiscal Year Rate

Donna Hostetler  Coordinator of Food Services-Hospitality Management Training (grant funded)  11-5-82

New Appointments

Donna Hostetler  Coordinator of Food Services-Hospitality Management Training (grant funded)  11-1-82 / 9-30-83  $16,000

Linda Martin  Coordinator, Community Work Experience Program (grant funded)  10-1-82 / 5-17-83 (PT)  7,993.52
Philip R. Mason  Assistant to the President  11-1-82 / 6-30-83  30,000
Clint Nelson  Coordinator of Food Services-Hospitality Management Training (grant funded)  11-12-82 / 9-30-83  16,000
Michael Solt  Coordinator of Food Services-Hospitality Management Training (grant funded)  11-1-82 / 9-30-83  16,000
Terry Zimmerman  Coordinator of Food Services-Hospitality Management Training (grant funded)  10-1-82 / 9-30-83  18,500
Academic Area

Leaves of Absence

L. David Sabbagh, Associate Professor of Mathematics and Statistics; effective 1982-83 Academic Year
Kenneth Wendrich, Associate Professor of Music Education; effective 1982-83 Academic Year

Retirements

Thomas Bach, Assistant Professor in the School of Technology; effective June 1, 1983
Helen Demar, Assistant Professor of Educational Curriculum and Instruction; effective December 31, 1982
George Rendina, Professor of Chemistry; effective May 23, 1984
Milton Wilson, Professor of Legal Studies; effective December 31, 1982

Resignations

Margaret Close, Director of Program Advisement in the College of Business Administration; effective December 21, 1982
Patrick Graham, Instructor of Computer Sciences; effective August 23, 1982
Judy Gusweiler, Assistant Professor of Special Education; effective August 23, 1982
Debra Killerman, Assistant Professor of Business Education; effective December 31, 1982
James Plaunt, Assistant Professor of Health, Physical Education and Recreation; effective August 23, 1982

Changes in Assignment, Rank and Salary

James Brown, Intern Instructor of Mathematics and Statistics, from $4,000 to $4,400 for Fall Semester; effective August 23, 1982; increased duties
Cindy Gillespie, Instructor of Educational Curriculum and Instruction, from $2,322 to $2,500 for Fall Semester; effective August 23, 1982; increased duties
Gan Hahn, Chair and Professor of Management, from $44,000 to $44,500 academic year rate; effective August 23, 1982; increased chair stipend
Linda Hamilton, Coordinator of Institutional Reports, from $20,000 to $20,700 fiscal year rate; effective October 1, 1982; inequity adjustment
Isabel Hansen, Assistant to the Director of Dean's Project in the College of Education, from $6,000 to $9,000 academic year rate; effective August 20, 1982; increased duties
Terry Hansen, from part-time Instructor to full-time Lecturer of English with an academic year rate of $12,500; effective August 23, 1982
Joyce Repke, from Director of Evening Programs to Director of Evening Programs and Co-director of Conference Programs in the Continuing Education, Regional and Summer Programs Office, and from $9,005 to $13,733 fiscal year rate; effective July 1, 1982
Lorene Malanowski, from Director of Non-Credit Programs in the Continuing Education, Regional and Summer Programs Office, from $18,117 to $23,000 fiscal year rate; effective July 1, 1982; inequity adjustment
Ernest Pancsofar, from Instructor to Assistant Professor of Special Education, and from $17,450 to $18,050 academic year rate; effective August 23, 1982; completion of doctoral requirements
David Rogers, Associate Professor of Performance Studies and Assistant to the Dean, from $29,708 to $29,900 academic year rate; effective August 23, 1982; increased merit
Marian Ronan, from Acting Director to Director of Research Services, and from $23,346 to $30,000 fiscal year rate; effective October 1, 1982
Dante Thurairatnam, from Director of Off-Campus Programs to Assistant to the Associate Provost for Summer Sessions in the Continuing Education, Regional and Summer Programs Office, from $19,439 to $25,000 fiscal year rate; effective July 1, 1982; inequity adjustment
Judy Tudor, from Assistant Professor of Psychology, resignation date from May 6, 1983 to May 23, 1983
Ralph Wolfe, from Professor of English, from $37,538 to $38,965 academic year rate; effective August 23, 1982; increased merit
Richard Zera, from Assistant Director for Administrative Services of University Computer Services, from $34,000 to $35,500 fiscal year rate; effective July 20, 1982; additional duties.

Part-Time Appointments

<table>
<thead>
<tr>
<th>Name</th>
<th>Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Notes and Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sue Garner</td>
<td>Instructor</td>
<td>$ 600</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Joe E. Jackson, Jr.</td>
<td>Instructor</td>
<td>$ 2,600</td>
<td>temp</td>
<td>9/20-12/17/82</td>
</tr>
<tr>
<td>Susan Parrish</td>
<td>Instructor</td>
<td>$ 960</td>
<td>temp</td>
<td>9/21-12/17/82</td>
</tr>
<tr>
<td>John Adams</td>
<td>Adjunct Assoc.Prof.</td>
<td>1,650</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>Judith Martin</td>
<td>Instructor</td>
<td>$ 900</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Cindy Gillespie</td>
<td>Instructor</td>
<td>$ 2,322</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
</tbody>
</table>

The following are program director stipends in the College of Health and Community Services; effective August 23, 1982

Sara Derrick, Assistant Professor of Home Economics — Child and Family Community Services — $350
John B. Kennedy, Assistant Professor of Medical Technology — Medical Technology — $650
Robert MacGuffie, Professor of Special Education — Rehabilitation Counseling — $200
<table>
<thead>
<tr>
<th>Name</th>
<th>Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Notes and Period of Employment</th>
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</thead>
<tbody>
<tr>
<td><strong>Education (Continued)</strong></td>
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<tr>
<td>EDFE</td>
<td></td>
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</tr>
<tr>
<td>Ned Pakosz</td>
<td>Instructor</td>
<td>1,200</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>HPER</td>
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<tr>
<td>Michael Hooper</td>
<td>Instructor</td>
<td>1,600</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>School of Technology</td>
<td></td>
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</tr>
<tr>
<td>Charles Alter</td>
<td>Instructor</td>
<td>1,200</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Gerald Fantone</td>
<td>Lecturer</td>
<td>1,200</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Timothy Mescher</td>
<td>Lecturer</td>
<td>1,200</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Kenneth Rieman</td>
<td>Lecturer</td>
<td>1,200</td>
<td>temp</td>
<td>Fall Semester</td>
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<tr>
<td><strong>Musical Arts</strong></td>
<td></td>
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<tr>
<td>Performance Studies</td>
<td></td>
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</tr>
<tr>
<td>Ann Corrigan</td>
<td>Instructor</td>
<td>1,800</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>Robert Fadden</td>
<td>Instructor</td>
<td>2,000</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td><strong>Reappointments—Faculty</strong></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Arts and Sciences</td>
<td></td>
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</tr>
<tr>
<td>School of Speech Communication</td>
<td></td>
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</tr>
<tr>
<td>Elizabeth Neidecker</td>
<td>Associate Professor</td>
<td>9,523</td>
<td>temp</td>
<td>8/30-12/17/82 (supplemental retirement program)</td>
</tr>
<tr>
<td>Business Administration</td>
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</tr>
<tr>
<td>Business Education</td>
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</tr>
<tr>
<td>Kay Faris</td>
<td>Adjunct Instructor</td>
<td>7,000</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>Kenneth Searfoss</td>
<td>Adjunct Lecturer</td>
<td>1,425</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>School of Journalism</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>William Day</td>
<td>Adjunct Lecturer</td>
<td>1,425</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>Richard Hendrickson</td>
<td>Adjunct Lecturer</td>
<td>1,200</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>Stephen Stewart</td>
<td>Adjunct Lecturer</td>
<td>1,200</td>
<td>temp</td>
<td>Spring Semester</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>EDFI</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>William Harrington</td>
<td>Professor Emeritus</td>
<td>12,559</td>
<td>temp</td>
<td>Fall Semester (supplemental retirement program)</td>
</tr>
<tr>
<td>Bernard Rabin</td>
<td>Director of Faculty Development Center/Professor Emeritus</td>
<td>12,359</td>
<td>temp</td>
<td>10/1/82-6/30/83* at least 60 but not more than 85 full-time equivalent days (supplemental retirement program)</td>
</tr>
<tr>
<td><strong>EDGE</strong></td>
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</tr>
<tr>
<td>Marjorie Romanoff</td>
<td>Assistant Professor</td>
<td>2,121</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>William Timmerman</td>
<td>Assistant Professor</td>
<td>1,425</td>
<td>temp</td>
<td>Fall Semester</td>
</tr>
<tr>
<td><strong>Health and Community Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Work</td>
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<tr>
<td>Larry Whitedecker</td>
<td>Assistant Professor</td>
<td>1,425</td>
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<td>Fall Semester</td>
</tr>
<tr>
<td><strong>Musical Arts</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Composition and History</td>
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<td></td>
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</tr>
<tr>
<td>Marilyn Sampen</td>
<td>Instructor</td>
<td>5,533</td>
<td>temp</td>
<td>1982-83 Academic Year</td>
</tr>
<tr>
<td><strong>Term Appointments—Contract Staff</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts and Sciences</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>School of Art</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Linda M. Carroll</td>
<td>Assistant Director of Galleries</td>
<td>5,000</td>
<td>9/20/82-7/20/83</td>
<td></td>
</tr>
<tr>
<td>Health and Community Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School of Nursing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carol Eynon</td>
<td>Lab. Instructor</td>
<td>900</td>
<td></td>
<td>Fall Semester</td>
</tr>
<tr>
<td><strong>Reappointments—Contract Staff</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts and Sciences</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dean's Office</td>
<td>Admin. Consultant</td>
<td>7,000</td>
<td></td>
<td>9/20/82-5/23/83 (maximum of 80 full-time equivalent days)</td>
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</table>
No. 40-83 (Continued)

Part-Time Appointments (Continued)

<table>
<thead>
<tr>
<th>Name</th>
<th>Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Notes and Period of Employment</th>
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<tbody>
<tr>
<td><strong>Reappointments—Contract Staff (Continued)</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Continuing Education, Regional and Summer Programs</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Non-Credit Class Programming and Adult Learner Services</td>
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<td></td>
</tr>
<tr>
<td>Gwen Boylan</td>
<td>Assistance &amp; Advisor</td>
<td>1,040</td>
<td>7/1-8/31/82</td>
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<tr>
<td>Resident Credit Center</td>
<td>Coordinator</td>
<td>1,500</td>
<td>9/1/82-8/31/83</td>
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<tr>
<td><strong>Health and Community Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School of Nursing</td>
<td>Lab. Instructor</td>
<td>1,800</td>
<td>9/20/82-6/10/83</td>
<td></td>
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<tr>
<td><strong>Musical Arts</strong></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Dean's Office</td>
<td>Asst. to the Dean for School Relations</td>
<td>3,200</td>
<td>10/1/82-5/20/83</td>
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<tr>
<td><strong>Reappointments—Contract Staff—Externally Funded</strong></td>
<td></td>
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<tr>
<td><strong>Arts and Sciences</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Institute for Organizational Research and Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kay C. Reed</td>
<td>Staff/Assessment Ctr. Coordinator</td>
<td>1,800</td>
<td>10/1-12/31/82</td>
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<tr>
<td><strong>New Appointments—Faculty</strong></td>
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<tr>
<td>Firelands</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Applied Sciences</td>
<td></td>
<td></td>
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<tr>
<td>Sr. M. Laura Poplaw</td>
<td>Assistant Professor</td>
<td>20,000</td>
<td>1/7</td>
<td>8/23/82-7/23/83</td>
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<tr>
<td><strong>Term Appointments—Contract Staff</strong></td>
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<td></td>
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<tr>
<td><strong>Health and Community Services</strong></td>
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</tr>
<tr>
<td>School of Nursing</td>
<td>Coordinator</td>
<td>24,000 fyr</td>
<td>9/16/82-6/30/83</td>
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<tr>
<td><strong>Libraries and Learning Resources</strong></td>
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<td></td>
<td></td>
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<tr>
<td>Phototypesetting</td>
<td>Manager</td>
<td>16,000 fyr</td>
<td>9/14/82-6/30/83</td>
<td></td>
</tr>
<tr>
<td><strong>Term Appointments—Contract Staff—Externally Funded</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Arts and Sciences</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chemistry</td>
<td>Electronics Technician</td>
<td>19,700 fyr</td>
<td>11/29/82-11/28/83</td>
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<tr>
<td><strong>Educational Development</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Talent Search Program</td>
<td>Counselor</td>
<td>13,000 fyr</td>
<td>11/29/82-9/30/83</td>
<td></td>
</tr>
<tr>
<td><strong>Reappointments—Contract Staff</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Business Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Studies in Business</td>
<td>Assistant Director</td>
<td>22,000 fyr</td>
<td>11/1/82-6/30/83</td>
<td></td>
</tr>
</tbody>
</table>

The motion was approved with no negative votes.

Appointment of Trustee Professor

No. 41-83

Mr. Shanklin moved and Mr. Ludwig seconded that approval be given to the appointment of Dr. Joseph K. Balogh, Professor Emeritus of Sociology and Dean Emeritus of the College of Health and Community Services as Trustee Professor (Emeritus). The motion was approved with no negative votes.

Chairman Reams extended congratulations to Dr. Balogh on behalf of the Board.
Innovations in General Education

Dr. Beth Casey, Director of the Center for Educational Options and Coordinator of General Education, reported concerning the general education core at the University. Dr. Casey noted that 1) the University is one of the first to establish the general education program; 2) approximately 96 courses are included in the core; 3) a general education folder is given to the students before they come to the campus and this provides valuable information to the student preparing for the job world; 4) the program makes the University an excellent candidate for funding by agencies at the federal level; and 5) during the spring semester a general education bulletin is to be completed and the members of the Board of Trustees will receive copies.

Calendar Conversion

Dr. Karl Vogt, Interim Vice President for Academic Affairs, reported as follows:

Bowling Green State University initiated the semester calendar system in Fall 1982. Because of recent introduction of the semester system, it may be premature at this time to attribute certain results in the academic area to calendar conversion. Nonetheless, observations about the functioning of the system provided by academic deans, department chairs, and program directors permit tentative inferences which follow.

Summarizing observations, it appears that academic units have initially adjusted rather well to the semester calendar. Conversion has, however, generated two types of problem-provoking situations. The first type results from a lack of long-term experience with a semester calendar system. The second type is an exacerbation of existing resource inadequacies. It is reasonable to believe that the first set of problems can be resolved with additional "fine tuning." Correction of the second set of problems requires significant commitments of additional budget support.

Positive Reactions

With respect to the positive aspects of calendar conversion, the following benefits are noted.

1. Administrative Management Function
   Conversion has contributed to a reduction in administrative chores. With one less registration period, the level of administrative management responsibilities is reduced—In particular, programming of class schedules/staff assignments, record processing, student advisement. Moreover, among units which employ large numbers of student assistants, lower replacement costs—hiring/training—are projected due to anticipated reductions in turnover rates. University Libraries is a case in point.

2. The Environment for Learning
   The semester system has slowed the pace of the academic routine for most undergraduate students—In turn, providing increased opportunities for reflection and introspection. In addition, conversion has led to the enrichment of many course offerings as content matter was expanded and has increased the academic outputs expected of students as, for example, term papers, research projects, written assignments, etc. become course requirements.

Negative Reactions

Calendar conversion generated two sets of negative results. Some are short run, related directly to inexperience with the semester calendar, and which can be corrected rather easily as members of the University community become better acclimated to constraints introduced by the semester calendar. Others, however, are separate from the adjustment/learning process and point out the existence of significant resource inadequacies, especially with respect to the funding of operating budgets and classroom/laboratory facilities.

1. Adjustment Problems
   The following are reported to be the most significant adjustment problems related to calendar conversion.

a) Atypical Enrollment Patterns
   Some units experienced Fall Semester enrollments greatly exceeding registration expectations and staffing capabilities. Responses to the unsatisfied requests for students—especially among prerequisite courses—necessitated the appointment of additional part-time staff. On the other hand, enrollments were down significantly among some units which meant that staff resources were not fully utilized. In both situations, actual enrollment did not conform to registration patterns evident under the quarter system.

   Even with a strong information base, advanced scheduling of course offerings and staff assignments is difficult. Given atypical enrollment experiences of the Fall Semester, difficulties in structuring the Spring Semester program take on an additional dimension. Sound planning for Spring 1983 is, therefore, very problematic. Consequently, without a satisfactory information base, some units will "over" schedule, whereas others will "under" schedule.

b) Student Behaviors
   Students, especially those enrolled at the upper division, tended to register for less than a full roster of courses (normally, 15 credit hours/5 courses). Those behaviors may not only have accounted for enrollment declines among elective offerings but also contributed to a decrease in the University's aggregate F.T.E. student count. Parenthetically, it is noted that failures of some students to recognize the necessity of carrying a normal load—15 credit hours—under the semester system may jeopardize completion of degree requirements by a targeted graduation date.

   It would appear that some students failed to make the kinds of study/workload commitments expected by the semester system. Students may have postponed assignments due to the slower pace of the semester system only to discover a battery of examinations scheduled the same period.

c) Structural/Scheduling Constraints
   Under the semester system, one less registration period exists during the academic year. Accordingly, some students, especially transfers and part-time students, find themselves in a scheduling bind. A course may not be offered when needed by the student for timely progress to more advanced offerings and/or completion of degree requirements.
Calendar Conversion (Continued)

d) Status of Graduate Assistants

In the Fall Semester, graduate assistants are expected to register for at least 12 credit hours of academic work plus render an appropriate service contribution—in some cases, an output equivalent to 6 credit hours. The requirement of a 12-hour load for teaching graduate assistants is thought to be excessive and to have impacted negatively on the teaching function of a departmental unit.

e) "Sticker Shock"

Fall Semester enrollments of full-time students fell below planned levels; registrations of part-time students at extension centers dropped significantly. Among factors accounting for decreased enrollments, the phenomenon of "sticker shock" is considered to be one of the more significant charges or concerns under the semester calendar. Despite the fact that costs will equilibrate over time, this reality does not negate the impact of the lump sum payment. Current economic conditions accentuate the "sticker shock" phenomenon. In addition to the registrar instructional fees for part-time students are seen as inducing them to enroll at other institutions whose tuition charges are less. It is thought also that lower levels of output expectations at these institutions serve as powerful incentives in attracting part-time students away from Bowling Green. In cases where students need particular courses to satisfy credentialing requirements, quality factors may be less important.

Academic administrators believe that the kinds of problem areas identified above should be shortlived. They exist, as noted earlier, because the semester system represents a new experience for the sectors of the University that were not designed to adjust to the parameters of the semester calendar. academic units will develop solid information bases for planning purposes, and appropriate "fine tuning" strategies will become integrated into the system. Nonetheless, graduate assistants require special attention. The resolution of these problems is not necessarily related to a broader, more sophisticated experience base. Adjustments in course loads and/or service contributions may be required to quality graduate assistants and to maintain high teaching standards of those academic units which make significant use of assistants as instructional inputs.

2. Exacerbation of Existing Resource Inadequacies

Beyond those problems of calendar conversion arising from inexperience with system operations, the most significant impact of conversion is felt in those areas which currently experience resource shortfalls—namely, classroom/laboratory facilities, staffing, and operating budgets. Specifically:

a) Classroom/Laboratory Facilities

Most units report that the most pressing problem resulting from calendar conversion is the lack of large classrooms and laboratories to accommodate the instructional needs of expanded enrollments in introductory and/or core courses. It has become necessary that more sections of the same courses are being offered and/or class sizes have increased. Conversion, accordingly, has exposed the University’s inadequate stock of instructional facilities. Large lecture halls, laboratories, and studio space are in short supply. Science areas are especially impacted as laboratory space is at a premium. The remodeling of 105 Hanna Hall and the renovation of West Hall have accentuated the space problem.

In addition to facilities deficits, the larger enrollment period of the semester calendar has necessitated an increase in the usage and needed amount of equipment and instructional materials. Because of heavy utilization, many students are receiving less laboratory experience than under the quarter system. While the equipment problem is most acute in the science areas, other programs of study are similarly affected—for example, equipment inadequacies of language laboratories have made it more difficult for students to become proficient speakers and listeners.

b) Operating Budgets

Operating budget needs existed prior to calendar conversion. These needs, however, are more deeply felt now due to additional acquisitions of equipment/teaching materials and the higher usage of commodities made necessary by expanded registrations and a longer—5 week—enrollment period. Some units, due to the constraints of a continuation budget and additional expenditures resulting from calendar conversion, will experience deficit positions by mid-spring semester.

c) Staffing Shortfalls

Units which provide service courses and/or prerequisite work in support of the programming thrusts of a particular curriculum are expected to accommodate the registration claims of students within the academic year if students have to progress to more advanced study according to a prescribed schedule. To illustrate: not only do freshmen expect to complete English requirements during their first year, entry into sophomore core courses of some programs of study such as Business Administration depends upon satisfying foundation courses in mathematics. While enrollments among most components of the general education program are up, registrations for beginning English and introductory mathematics courses have increased significantly over previous periods. Increased enrollments necessitated additional commitments of instructional resources. A reallocation of faculty resources away from 300-400 level in favor of beginning courses, together with more intensive utilization of graduate assistants and an increase in the size of introductory offerings, appear to have satisfied most staffing needs in the general education area. Nonetheless, despite implementation of these strategies, the magnitude of the staffing problem in English and mathematics dictated a significant increase in the employment of part-time instructors, already in rather short supply. Funding of part-time instructors has severely strained the personnel budgets of the units and the College of Arts and Sciences—all operating under the funding constraints of a continuation budget. Consequently these units will find it even more difficult to finance part-time appointments for Spring Semester.

New, as well as renovated instructional facilities, will come "on line" during periods immediately ahead. Over its reduce staffing pressures at lower division; moreover, reduced enrollments will facilitate reassigments of faculty to more adequately cover general education and core requirements. Increased revenues associated with higher state appropriations to higher education should, in the future, provide more adequate funding of operating budgets. During the short run ahead, however, problem situations identified above will continue and as a result tend to frustrate full implementation of the semester system and the receipt of benefits it is expected to generate.
Calendar Conversion (Continued)

Summary

The University has adjusted well to calendar conversion. Sponsorship of the semester system has produced administrative efficiencies and contributed to an enrichment of the academic setting. On the other hand, potential benefits of the semester system are not realized due to inexperience with the system and prevailing resource constraints. Within the next few years, all sectors of the University community can be expected to have acquired sufficient understandings about the functioning of the semester calendar system; moreover, resource constraints should be lessened. These factors together with the continuing commitment of faculty and staff to calendar conversion should lead to successful implementation of the semester system and, in turn, a higher level of contributions to the welfare of the University as suggested by sponsorship of the semester system.

Student Credit Hour Report

Dr. Richard R. Eakin, Executive Vice Provost for Planning and Budgeting, reported as follows:

At the October meeting of the Board of Trustees, the president's report contained information on the decrease in both fall term headcount and full-time equivalent count.

That report described a 6.3% decrease in FTE enrollment and a 4.4% decrease in Headcount enrollment for fall. The difference in these percentages can be accounted for by a decrease in the average student credit hour load from Fall, 1981, to Fall, 1982.

In cooperation with the college deans, my office recently completed an analysis of the fall semester FTE enrollment count or, equivalently, the fall, 1982 student credit hour count. I would like to share some of the findings of that analysis with you.

1. Student credit hour reductions by college from Fall, 1981 to Fall, 1982 ranged from .9% in the College of Business Administration to 8.4% in Arts and Sciences. Total student credit hour production decreases by College were:

<table>
<thead>
<tr>
<th>College</th>
<th>% Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Sciences</td>
<td>-8.4%</td>
</tr>
<tr>
<td>Business Administration</td>
<td>-0.9%</td>
</tr>
<tr>
<td>Education</td>
<td>-4.8%</td>
</tr>
<tr>
<td>Health and Community</td>
<td>-8.0%</td>
</tr>
<tr>
<td>Musical Arts</td>
<td>-4.6%</td>
</tr>
<tr>
<td>Other</td>
<td>4.9%</td>
</tr>
<tr>
<td></td>
<td>-6.3%</td>
</tr>
</tbody>
</table>

2. Fluctuations in enrollment between colleges is a normal aspect of year-to-year comparisons. The fact that all colleges show a decline is not surprising in view of the overall 6.3% decrease in student credit hours.

3. These are two primary reasons for the overall 6.3% student credit hour decrease this fall:

   . The planned enrollment reduction to meet the state-mandated enrollment ceiling, and
   . A conservative approach to course load selection by students during the first academic term under the semester calendar. (It is expected that course selection for the Spring Semester will show an increase in the average credit hour load based upon preliminary information.)

4. As you will note from the report, considerable variation exists from department to department relative to the decrease in student credit hour enrollment. This variation is a function of many factors. I will mention only a few.

   . Available instructional resources clearly limit the offerings available in individual departments.
   . Departmental conversion strategies, especially in high-enrollment, lower division courses comprise an important part of enrollment shifts this fall. While the strategies employed by most departments had minimal effects on student credit hour shifts, a few departments with relatively large shifts may find it beneficial to make minor adjustments in the credit assigned to certain courses or to change the number of openings available in selected courses to better accommodate student needs. The need for such adjustments was anticipated after we had gained some experience with the semester calendar.
   . A heavier-than-normal enrollment during the Summer Quarter, 1982 by students who sought to complete course sequences or required courses is judged to have had an effect on fall term enrollment patterns. This enrollment is thought to have lowered overall fall term enrollment and to have reduced fall enrollment especially in departments with required sequential course offerings.

In order to determine better the implications of enrollment on the conversion to semesters, it will be necessary to analyze Spring Semester enrollment patterns among colleges, schools, and departments. I expect that many departments which had significant enrollment decreases in the fall term will recover those losses in the spring through the normal student course selection process.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Ronald E. Stoner

Dr. Stoner reported as follows:

Chairman Reams and members of the Board:

I want to spend most of this report to the Board on items that may be coming to you in future meetings by way of ongoing actions of the Faculty Senate.

First, let me mention the proposed Financial Exigency Plan for the University. Financial exigency is a phrase used in academic circles for financial emergencies requiring faculty layoffs, such as experienced not so long ago at universities in the state of Michigan.
Faculty Representative - Ronald E. Stoner (Continued)

More than a year ago, Faculty Senate directed its executive committee to draft a plan for dealing with financial exigency should it ever develop here at Bowling Green. This was a tough assignment since it was a bit like telling us to plan our own funerals. Still, it is better to do that before the fact than afterwards.

Such a document has finally been produced and it was strongly endorsed by Faculty Senate at its meeting last Tuesday. There is a mandatory waiting period of fifteen class days before this plan can be sent to President Olscamp. I will probably have more to say about the document when he brings it to you. For now, I would like to congratulate two of the many faculty members who worked on the financial exigency document—Dr. Richard Ward, who saw the need for an exigency plan, and Dr. Betty van der Smissen, who led the final drafting effort.

Since the last meeting of the Board, President Olscamp has proposed an extensive set of amendments to the Academic Charter. The same Dr. Betty van der Smissen who was responsible for the final form of the proposed Exigency Plan will be chairing a Charter revision committee to deal with the President's suggestions. Her committee is working with a timetable that will meet President Olscamp's goal of bringing a redrafted Academic Charter and Faculty Handbook to the Board for consideration at its meeting in May.

In revising the Academic Charter along the lines of the President's suggestions, we would like to anticipate and attempt to avoid any problem the Board might find with the revisions. We want to be sure in advance that the document we bring to you is acceptable. Therefore, the Faculty Senate Committee on Committees, in setting up Dr. van der Smissen's committee, suggested it might be useful to seek your opinion occasionally. So, should any troublesome point arise, I may be seeking your opinion on it at the evening sessions before Board meetings.

At the October meeting of the Board, I reported on the high estimated cost of optional vision/dental insurance for the families of contract employees as well as on the proposal for the family plan not be implemented this year at the currently estimated cost.

Over the past two months, I have been trying to seek out an actuarial consultant who might be willing to give contract employees at Bowling Green an independent estimate of what the cost of optional family coverage should be. I haven't been completely successful in this, but at least I think I know why. As one actuarial consultant I contacted wrote me, the possibility that a small number of individual families may overuse the coverage "strikes fear into the hearts of underwriters—the underwriter does not know what to expect and therefore does not know what rate to apply."

I don't know whether the estimated costs we hear two months ago came from fear-stricken hearts, but I think the faculty is now ready to follow the advice of this same consultant, who went on to say, "We feel it is in the best interest of the contract employees at Bowling Green State University to consider a dental and vision care insurance program where the costs are primarily paid by the University."

Finally, on behalf of the faculty at the end of the first semester of a new calendar, I want to wish the members of the Board a very happy holiday season and a prosperous New Year.

Undergraduate Student Representative - Everett E. Gallagher

Mr. Gallagher thanked the administration and especially Dr. Eakin for the hard work involved in the allocating of classroom space in the Bromfield cafeteria area in place of the proposed plan to designate rooms in the Union for classroom use.

Mr. Gallagher commented on the Undergraduate Student Government's legal service for students, stating that the Board will receive a progress report later this spring.

He concluded his report by extending on behalf of the student body holiday greetings and best wishes for the New Year.

Graduate Student Representative - Karen E. Aldred

Ms. Aldred reported as follows:

At the beginning of the semester, a GSS Library Committee was formed. The purpose of this committee was to determine the library needs of graduate students. This involved constructing a survey which would tap graduate student sentiment regarding library usage, availability of materials and methods of locating library materials. The survey has been mailed to 400 graduate students; one-fifth of the sample are non-traditional students.

Dr. Sharon Rogers, Associate Dean of the Library, volunteered to assist in the project. This gesture indicates that the Library is concerned about meeting the library needs of graduate students. Thus, positive results are anticipated from the project to the benefit of graduate students.

On November 4, 1982, it was announced that the Union would become the site for some of the displaced classrooms caused by the renovation in West Hall planned to begin in March. The Academic Facilities Utilization and Planning Committee (AFUPC) had been working on the process of relocating the West Hall facilities since March 9, 1982; it was their recommendation that the University Activities Organization move to the Cardinal Room, that the UAO offices become classrooms, that the Browsing Room become the Interior Design Room, that the Side Door become the new site for the Apple Lab, and that the Faculty Lounge be used for classrooms. Only the move of UAO to the Cardinal Room was to be permanent.

On November 5, 1982, the GSS-Senate Executive Committee was charged by the GSS to do everything in its power to maintain the status quo in the Union. The Cardinal Room and Browsing Room are popular places for students and faculty to eat and engage in discussion of both formal and informal nature between classes.

Members of the Undergraduate Student Government and GSS have met with the AFUPC and the University Union Advisory Board to discuss alternatives to using the Union space for classrooms. On December 4, in the following resolution was passed by the GSS:

WHEREAS, the Union was built and is supported by student general fees and
WHEREAS, the Union's purpose is nonacademic in nature and
WHEREAS, the Union encourages more frequent contact between faculty and students and
WHEREAS, there is no other adequate facility for this purpose;

THEREFORE BE IT RESOLVED that the Graduate Student Senate opposes the proposal of Academic Facilities Utilization and Planning Committee concerning relocating West Hall facilities in the Union.
Chairman Reams announced the date of the next meeting -- Friday, January 14, 1983 -- and the Fall Commencement Exercises scheduled on Saturday, December 18, at 10:00 a.m. in the Anderson Arena (Memorial Hall).

Mr. Reams expressed appreciation for personal kindnesses extended to the Board by Richard Edwards during his term as Secretary and thanked him for his "tremendous contributions to the Board and to the University."

Also present were President Paul J. Olscamp; Philip R. Mason, Assistant to the President and Secretary to the Board; Ronald E. Stoner, Faculty Representative to the Board; Everett E. Gallagher, Undergraduate Student Representative to the Board; Richard R. Eakin, Executive Vice Provost for Planning and Budgeting; Richard A. Edwards, Vice President for University Relations; Paul K. Nusser, Assistant Vice President for Business Operations and Treasurer; George Postich, Vice President for Business Operations; Donald M. Ragusa, Dean of Students; Karl E. Vogt, Interim Vice President for Planning and Budgeting; Richard A. Edwards, Vice President for University Relations; Paul R. Hanna; Melvin L. Murray; Ann L. Russell; Charles E. Shanklin; and William F. Spengler, Jr. Trustee Albert Dykes was unable to attend due to a schedule conflict.

Chairman Reams called the meeting to order at 10:05 a.m.; the Secretary called the roll and announced a quorum present.

President Olscamp reported as follows:

Undergraduate Admissions

The Office of Undergraduate Admissions has received 5,225 applications for freshman admission for the Fall Semester, 1983. These numbers represent 12.8% fewer applications than last year at this time. We will continue to accept applications, and we will provide guidance counselors with advance notification of any closing dates.

Enrollment

Preliminary headcount enrollment for Spring Semester is 15,755 headcount students on the main campus, which is 911 below corresponding preliminary numbers for Winter Quarter, 1982. Preliminary Firelands College and extension enrollments are 1,052 and 262 headcount students for Spring Semester, which are 90 and 73 more, respectively, than last year at the corresponding time. Final enrollment reports will be available during the week of January 24 and will be reported at the February meeting of the Board of Trustees.

Financial and Computerization Update

We have given top administrative computing priority to the development of a new financial aid processing system which makes use of current state-of-the-art computing technology. This system, already in the early stages of investigation and development, will replace current processing procedures which are slow and cumbersome. With this new financial aid system, we will be able to provide students with more prompt and complete financial aid information, especially during the admission process.

State Subsidy

As you know, the Ohio Board of Regents publicly announced Bowling Green's official 1982-83 subsidy levels at $37,451,760.

Approval of Education Programs

The College of Education teacher education programs have received full approval of the State Board of Education. This approval follows six years of curriculum revision and one year of program review in response to the new State standards for preparation of teachers.

Industrial Technology Accreditation

The Industrial Technology Program at Bowling Green (School of Technology) has been accredited for a period of four years, effective October 1982, by the National Association of Industrial Technology.

Search Process for Vice Presidents for Academic Affairs and Student Affairs - Update

The Vice President for Academic Affairs Search and Screening Committee has begun the solicitation for nominations. The calendar has been set up for the search with the target date for the official announcement of the successful candidate to be the May 1983 Board of Trustees meeting. The Vice President for Student Affairs search is in process -- the Search and Screening Committee is in the early stages of being set up. The May 1983 Board of Trustees meeting is also the target date for the official announcement of this position. As well as being advertised in the national publications, etc., the University community, faculty, staff and the