3-9-1984

Board of Trustees Meeting Minutes 1984-03-09

Bowling Green State University

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REPORTS - CONSTITUENT REPRESENTATIVES (Continued)

Graduate Student Representative - Beverly E. Baker

Ms. Baker noted areas of concern among the graduate students as quality of education and living issues on campus. Topics covered in her remarks include 1) teaching loads, 2) the evaluation of graduate faculty, 3) housing for students coming from out-of-state, 4) additional lighting on campus to counteract the increase in violent acts and 5) problems related to the weather emergencies during the past two months. She thanked Mr. Edwards and Mr. Wetas for the opportunity to speak at a meeting of the Alumni Association Board of Trustees.

Firelands College Board Representative - George R. Mayer

Mr. Mayer was represented by Board member William E. Clark. Mr. Clark said that the Firelands Board has conducted an orientation period for three new members and began functioning under the new committee system. He extended welcome to the Board of Trustees for the April 13 meeting on the Firelands College Campus.

ANNOUNCEMENTS

Vice Chairman Hanna announced that the Board would hold a special meeting at 3:00 p.m., Friday, March 9, and that the next regular meeting would be at 10:00 a.m., Friday, April 13, at the Firelands College.

ADJOURNMENT

The meeting was adjourned at 11:49 a.m.

President

Secretary

Bowling Green, Ohio

March 9, 1984

MINUTES

In keeping with the official notice, the Board of Trustees met in special session in the McFall Center Assembly Room, with the following members present: Chairman Robert C. Ludvig; Vice Chairman M. Shad Hanna; Albert E. Dyckes; Melvin L. Murray; Richard A. Newlove; Ann L. Russell; Charles E. Shanklin; William F. Spengler, Jr. Trustee J. Warren Hall could not be present due to illness.

Also present were Richard R. Eakin, Vice President for Planning and Budgeting and Acting President; Philip R. Mason, Assistant to the President and Secretary to the Board; Betty van der Sluisen, Faculty Representative to the Board; Brian J. Baird, Undergraduate Student Representative to the Board; Beverly E. Baker, Graduate Student Representative to the Board; Eloise E. Clark, Vice President for Academic Affairs; Mary M. Edmonds, Vice President for Student Affairs; Paul R. Muser, Treasurer; Karl E. Vogt, Vice President for Operations; media representatives; and a number of observers.

Chairman Ludvig called the meeting to order at 3:22 p.m. Board Secretary Mason called the roll and announced that a quorum was present.

FINANCE COMMITTEE

Mr. Shanklin reported that the members met at 2:00 p.m. to consider the Proposed Residence and Dining Hall Budgets for 1984-85. He said that the Committee recommends adoption of the budgets as revised (March 9, 1984) and that no increase be made in the residence hall rates at this time; a 2.5 percent increase in the dining hall budget has been proposed to cover projected increase in food costs. Mr. Shanklin proposed that a review be made of the room rates in Offenhauer Towers.

Proposed Residence and Dining Hall Budgets 1984-85

No. 46-84

Mr. Shanklin moved and Mr. Newlove seconded that the Residence and Dining Hall Budgets be approved as revised for 1984-85 (March 9, 1984) and, furthermore, because of cost uncertainties related to energy costs and other factors, that the President, or his designee, is authorized to approve, for residence and dining hall accounts, interfund transfers within the approved operating budget and appropriate reserve funds to maintain a balanced budget. Room and meal plan rates as listed (March 9, 1984) are to be effective beginning with the Summer Session, 1984.

The Board Secretary called the roll with the following results: Voting "yes"—Mr. Dyckes, Mr. Hanna, Mr. Ludvig, Mr. Murray, Mr. Newlove, Mrs. Russell, Mr. Shanklin, Mr. Spengler. The motion was approved by eight affirmative votes.
RESIDENCE HALL BUDGET - 1984-85
(Revised Copy - March 9, 1984)

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>1983-84 Budget</th>
<th>Revised Budget 1983-84</th>
<th>Proposed Budget 1984-85</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Room Rentals</td>
<td>$8,891,900</td>
<td>$8,986,000</td>
<td>$8,822,827</td>
</tr>
<tr>
<td>Interest Income</td>
<td>585,200</td>
<td>650,200</td>
<td>650,200</td>
</tr>
<tr>
<td>Facility Rentals</td>
<td>201,700</td>
<td>201,700</td>
<td>201,700</td>
</tr>
<tr>
<td>Conference &amp; Other Income</td>
<td>357,100</td>
<td>392,000</td>
<td>380,000</td>
</tr>
<tr>
<td><strong>Total Sources</strong></td>
<td><strong>$10,035,900</strong></td>
<td><strong>$10,429,900</strong></td>
<td><strong>$10,254,727</strong></td>
</tr>
</tbody>
</table>

**Expenses:**

- **Compensation for Full-Time Staff:**
  - Hall Directors/Assistants & Unit Directors' Salaries: 355,000
  - Hall Receptionists' Wages: 200,400
  - Custodial Wages: 1,104,400
  - Maintenance Wages: 119,700
  - Staff Benefits: 678,600
  - **Subtotal:** $2,458,100

- **Student Employment & Temporary Wages:**
  - Resident Advisors: 286,300
  - Desk Clerks: 167,500
  - Night Guards: 87,400
  - Temporary Employment: 145,400
  - Computer Monitors: 34,000
  - **Subtotal:** $686,600

- **Operating Expenses:**
  - Student Programs: 34,000
  - Custodial/Maintenance Supplies: 311,500
  - Custodial/Maintenance Equipment: 8,400
  - Custodial/Maintenance Repairs: 248,300
  - Conference & Misc. Expenses: 193,500
  - **Subtotal:** $795,700

- **Fixed & General Expenses:**
  - Utilities: 1,317,700
  - General Service Charge: 1,625,000
  - Depreciation & Facility Charges: 1,000,000
  - Student Telephones: 448,800
  - Property Insurance: 30,000
  - Debt Service: 1,645,400
  - **Subtotal:** $6,066,900

- **Salary Contingency Reserve:** 28,600

- **Allocation to Reserve for Deferred Maintenance:** 32,880

**Total Expenses:**

- **$10,035,900**
- **$10,429,900**
- **$10,254,727**
### 1984-85 DINING HALL BUDGET

#### SOURCE OF FUNDS

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>1983-84 Budget</th>
<th>Revised Budget</th>
<th>1984-85 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coupon Income &amp; Cash Sales</td>
<td>$5,519,600</td>
<td>$5,692,200</td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>505,100</td>
<td>505,100</td>
<td></td>
</tr>
<tr>
<td>Facility Rentals</td>
<td>63,300</td>
<td>63,300</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Income</td>
<td>144,000</td>
<td>132,000</td>
<td></td>
</tr>
<tr>
<td>Conference &amp; Workshop Income</td>
<td>270,700</td>
<td>230,000</td>
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</tr>
<tr>
<td><strong>TOTAL FUNDS</strong></td>
<td>$6,502,900</td>
<td>$6,622,600</td>
<td></td>
</tr>
</tbody>
</table>

#### PROPOSED EXPENSES

**FOOD SERVICE MANAGEMENT:**
- Food Service Staff Wages: $1,300,000
- Student Employment/Part-Time Wages: 925,000
- Staff Benefits: 520,000

Subtotal: $2,745,000

**OPERATING EXPENSES:**
- Cost of Food: $2,200,000
- Supplies: 320,000
- Other (repairs, telephone, equipment, other): 172,900

Subtotal: $2,692,900

**FIXED & GENERAL EXPENSES:**
- Depreciation & Facility Charges: $219,200
- Utilities: 443,000
- General Services Charge: 314,000
- Property Insurance: 2,100

Subtotal: $978,300

**REDUCTION OF ACCUM. DEFICIT**

<table>
<thead>
<tr>
<th>1983-84 Rates</th>
<th>1984-85 Rates</th>
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</thead>
<tbody>
<tr>
<td>Totals Room/Meals Plans</td>
<td>Totals Room/Meals Plans</td>
</tr>
<tr>
<td>Room A</td>
<td>B</td>
</tr>
<tr>
<td>Standard Occupancy</td>
<td></td>
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<tr>
<td>Semester Rate</td>
<td>536</td>
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<tr>
<td>Annual Rate</td>
<td>1072</td>
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<tr>
<td>Single Occupancy</td>
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<tr>
<td>Semester Rate</td>
<td>700</td>
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<tr>
<td>Annual Rate</td>
<td>1400</td>
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<tr>
<td>II. Offenhauer Hall</td>
<td></td>
</tr>
<tr>
<td>Standard Occupancy</td>
<td></td>
</tr>
<tr>
<td>Semester Rate</td>
<td>630</td>
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<tr>
<td>Annual Rate</td>
<td>1260</td>
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<tr>
<td>Single Occupancy</td>
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<tr>
<td>Semester Rate</td>
<td>790</td>
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<tr>
<td>Annual Rate</td>
<td>1580</td>
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<tr>
<td>III. Small Group Living Units (Room Plan Only)</td>
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<tr>
<td>Semester Rate</td>
<td>575</td>
</tr>
<tr>
<td>Annual Rate</td>
<td>1150</td>
</tr>
</tbody>
</table>

# The Meal Plan is optional for residents of Conklin and McDonald North Halls
ANNOUNCEMENTS

Chairman Ludwig announced the date of the next meeting: Friday, April 13, 1984, at the Firelands College, Huron, Ohio.

Mr. Dyckes stated that he had learned of the death of Kenneth Krouse, a 1950 graduate of BGSU and former staff member. Trustee Dyckes plans to attend services in Columbus to represent the Board of Trustees and the University administration. He suggested that an appropriate resolution be prepared for the next meeting of the Board.

ADJOURNMENT

The meeting was adjourned at 3:36 p.m.

President

Secretary

Huron, Ohio
April 13, 1984

In keeping with the official notice, the Board of Trustees met in the East Lounge, East Building, Firelands College, Huron, Ohio, with the following members present: Robert C. Ludwig, Chairman; J. Warren Hall; Richard A. Newlove; Charles E. Shanklin; and William F. Spengler, Jr. Trustees Albert E. Dyckes, M. Shad Hanna, Melvín L. Murray and Ann L. Russell could not be present due to schedule conflicts.

Also present were President Paul J. Olscamp; Philip R. Mason, Assistant to the President and Secretary to the Board; Betty van der Smissen, Faculty Representative to the Board; Brian J. Baird, Undergraduate Student Representative; Beverly E. Baker, Graduate Student Representative; Reed Wakefield, Vice President, Firelands College Board, in place of George R. Mayer, Firelands College Board Representative; Eloise E. Clark, Vice President of Academic Affairs; Richard K. Eakin, Vice President for Planning and Budgeting; Mary M. Edmonds, Vice President for Student Affairs; Richard A. Edwards, Vice President for University Relations; Paul R. Nusser, Treasurer; Karl E. Vogt, Vice President for Operations; media representatives; and a number of Firelands College Board members as well as observers.

Chairman Ludwig called the meeting to order at 10:06 a.m.; the Board Secretary called the roll and announced that a quorum was present (five members).

MINUTES

No. 46-84

Mr. Shanklin moved and Mr. Newlove seconded that the minutes of the March 2, 1984, and the March 9, 1984, meetings be approved as written. The motion was approved.

PRESIDENT'S REPORT

President Olscamp reported as follows:

Undergraduate Admissions

To date, we have received 7,914 freshman applications seeking admission for the Fall Semester, 1984. This represents an increase of 375 or 4.9% over last year at this time. Transfer applications total 678 which is two less than last year. The number of new freshman entering in September, 1984, is projected to be 3,200 and the transfer class is expected to be approximately 400 in size.

Applications for admission to Fall Semester at the Firelands Campus in Huron, Ohio, and the Evening Program on the main campus still are being processed.

Graduate College Admissions

The number of applications received by the Graduate College totaled 2,246 as of March 31, 1984. This total represented an increase of 4% over the same reporting period in 1983.

Within the various application categories, positive changes were observed during March. The changes revealed that applications to degree programs increased 7%, while applications to Special Standing (non-degree) status increased 3%.

It is still apparent that if the present trend in graduate applications continues and other economic factors remain constant, the fall semester 1984 graduate enrollment should approximate the fall semester 1983 enrollment.

Student Financial Aid/Computer Services

Throughout this academic year, the Student Financial Aid Office and Computer Services have directed their efforts to the implementation of a new computer-based financial aid system. I am pleased to announce that the system became fully operational on April 2, with the mailing of financial aid award letters to the first group of freshmen. The new system provides many advantages to students and parents including financial aid notification letters being mailed much earlier than heretofore. Notification to students concerning required application materials has also been greatly enhanced. I wish to express my personal thanks to Conrad McRoberts, Richard Conrad, Laura Emch, Susan Kaiser Gruber and the staff of the Student Financial Aid Office and Computer Services for a splendid effort in completing this system in record time. The cooperation and dedication exhibited by these individuals and their colleagues truly has been remarkable.