Board of Trustees Meeting Minutes 1984-04-13

Bowling Green State University

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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, Melvin 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; Read 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 A. Fakin, Vice President for Planning and Budgeting; Mary N. 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).

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 433 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.
Grants and Contracts Awarded

The comparative numbers for grants and contracts for the March 31, 1984 month ending as opposed to the same period in 1982-83 are:

1982-83: Total special projects grants and contracts = $2,990,897.61.
1983-84: Total special projects grants and contracts = $3,046,336.91.
The total for 1982-83 of all grants and contracts = $7,474,855.61; for 1983-84 it is $7,740,279.91.

Accreditation Visits

Two accreditation site visits have been conducted during the past week. On April 5-6, our Bachelor's Environmental Health Program was reviewed by the National Accreditation Council for Environmental Health Curricula. A decision regarding accreditation is expected in June, 1984. On April 8-11, the National Council for the Accreditation of Teacher Education conducted a site review of our teacher education and school personnel programs. The NCATE (the National Council for the Accreditation of Teacher Education) will recommend initial accreditation for the Bachelor's Degree of Early Childhood Education, and reaccreditation of all other review programs. Official word should be received after June 1, 1984.

Dean of Continuing Education and Summer Sessions

I am pleased to announce the appointment of Dr. Ramona Cormier as Dean of Continuing Education and Summer Sessions. This change in title and redefinition of responsibilities will allow Dr. Cormier to devote more time to these important areas.

1984 Hollis A. Moore Lecture

Dr. Karl Menninger, Distinguished Psychiatrist from the Menninger Foundation and Honorary Alumnus of BGSU, will be the 1984 Hollis A. Moore Lecturer. He will be presenting a lecture on "Human Survival" on Thursday, April 26, at 3:30 p.m. in Kobacker Hall of the Moore Musical Arts Center.

1984 Education Alum of the Year

Dr. Mary Egan, Director of Special Academic Programs at Elizabeth Seton College in New York, has been selected as the 1983 Education Alum of the Year. She received her doctorate in educational administration and supervision from BGSU in 1977. Dr. Egan will receive her award, present the Mary Egan Scholarship, and will be the featured speaker at the College of Education Honors an Awards Program on April 15.

18th Annual Recorded Sound Collection Conference

On April 5-7, BGSU hosted the 18th Annual Conference of the 900-member Association for Recorded Sound Collections. BGSU was selected as the convention site because of its extensive collection of all types of recordings.

Visitor Parking Proposal

Visitor parking has been a problem at BGSU for many years. Regular visitors to campus feel it is inconvenient to obtain the required free visitor parking permit.

Proposed changes in the parking policies which will make visitor parking more convenient has been presented to the Operations Area Directors' Council, the Commuter Center and the Parking Advisory Committee. Following the presentation to Deans' Council, we will submit the revised policy to the Board of Trustees for consideration. If approval can be obtained from the Board of Trustees, the anticipated implementation date would be the first day of Fall Semester, 1984.

Physical Sciences Building

This coming Monday, April 16, we will dedicate the Physical Sciences Building, one of the best equipped laboratory and teaching facilities of its kind in Ohio.

The festivities will begin with a Noon luncheon for Trustees and special guests at the Alumni Center. The formal dedication program will be at 1:30 p.m. in the Planetarium with Dr. Douglas Neckers, Chair of the Chemistry Department, presiding. A ribbon-cutting ceremony and special tours of the new building will follow.

That evening at 8:15 in the Math Science Building, Dr. Fred Basolo, Morrison Professor of Chemistry at Northwestern University and past president of the American Chemical Society will deliver the dedicatory address which will be open to the public.

Spring Commencement

The Spring Commencement exercises will be held at 10:00 a.m. Saturday, May 12 at Perry Stadium.

Undergraduate degrees will number 1,830 and graduate degrees 238 for a total of 2,068 candidates for degrees.

Our Commencement Speaker will be the veteran and distinguished television newsman with ABC News in Washington, D.C., Steve Bell, who is featured daily on "Good Morning America."

All graduates will be seated on the field at Perry Stadium. Seating will be by college and guests will be seated in the east as well as the north and south stands nearest the college of special interest. We believe the proposed seating arrangements will insure good viewing for all.

While I hesitate to use the much dreaded word "rain," we do, of course, have a plan for inclement weather, i.e., a split time arrangement at 10:00 a.m. and 2:00 p.m. in Anderson Arena. All but the Colleges of Business and Education are scheduled for the 10:00 a.m. ceremony.
PRESIDENT'S REPORT (Continued)

Spring Commencement (Continued)

The Distinguished Alumnus Award will also be presented and this year’s recipient as voted by the Alumni Association Board of Directors will be Major General Niles Fulwyler of the United States Army, a 1952 graduate who majored in Political Science.

European Visit

As you know, in March Ruth Olsoncamp and I visited our Study Abroad Programs. We had a delightful and interesting time with faculty and students everywhere we went. I hope we laid the ground work to accomplish some productive things for our Study Abroad Programs and for Bowling Green State University. For example, I will shortly be sending a proposal to Mr. Marc Lee and to Mr. Kenneth Humphreys of the Higher Education in Europe Program, the essence of which is that instead of registering our students at the University of Bath, they would remain registered at Bowling Green State University and we would attempt to lease instructional facilities from the University of Bath, and to hire faculty from the University of Bath as part-time consultants to our program as adjunct professors. In this manner, we would assure our students of instruction by English faculty, while avoiding the necessity of paying the $3,000 plus foreign tuition fee levied by the English government.

I am also pursuing the possibility of creating a faculty exchange program between the University of Bath and ourselves.

On the continent, we hope to expand faculty exchanges with the University of Salzburg, to recruit more foreign students for our campus, especially from Austria and Spain, and to centralize certain administrative services on the main campus for DSU students abroad.

S.B. 135

The publication of our Solicitation Policy in the April 9, 1984 issue of the Monitor was necessitated by the passage of the collective bargaining bill. Its purpose is to prevent disruption of the workplace by union organizing activities while providing scheduled opportunities for contact between our employees and union agents.

I am the first to admit that the Solicitation Policy is awkward and perhaps not even workable when applied to the context of the faculty working. This merely shows that the industrial model does not fit us well. The problem is that the law requires that we have only one solicitation policy for all employees, whether faculty or staff. Furthermore, I am prohibited by law from making any distinctions between staff and faculty for purposes of enforcing the policy. I trust that Faculty will understand how difficult, perhaps impossible it is, to develop a policy which on the one hand prevents someone from interrupting a person while inserting a spark plug into an engine block, and on the other prevents a colleague from interrupting your thoughts if you do not wish to be interrupted. As a general rule of thumb, please just continue to exercise your professional functions and good judgment as you have in the past, and all will be well.

Mr. Chairman, this concludes my report.

PERSONNEL/FACILITIES COMMITTEE

Mr. Spengler reported that there was not a quorum present at the meeting held on Thursday evening; however, there was consensus among Board members present (including members of the Finance Committee) to recommend the following agenda items for consideration by the full Board.

Personnel Changes since March 2, 1984, Meeting

No. 47-84

Mr. Spengler moved and Mr. Newlove seconded that approval be given to the Personnel Changes as listed. The motion was approved.

Personnel Changes

Academic Area

Retirements

Stewart Berry, Professor of Educational Foundations and Inquiry; effective June 1, 1984
Willis B. Jackson, Director of Environmental Services and University Professor of Biological Sciences; effective December 31, 1984
William O. Rechert, Chair and Professor of Political Science; effective July 1, 1984
Robert W. Tymian, Professor of History; effective December 22, 1984

Resignations

Frank Gonzalves, Instructor of Accounting and Management Information Systems; effective May 22, 1984; accepted another position
Debra L. Gorman, Instructor of Applied Sciences at Firelands; effective May 22, 1984; entering the private sector
Steven Kear, Instructor of Finance and Insurance; effective May 22, 1984; accepted another position (also see Changes in Assignment, Rank and Salary)
Debra Krueger, Assistant Professor of Art; effective May 22, 1984; relocating to another state
Terry Trux, Assistant Professor of Accounting and Management Information Systems; effective May 22, 1984; accepted another position

Changes in Assignment, Rank and Salary

Kathleen Campbell, Associate Professor of Home Economics, from $26,534 to $26,801 academic year rate; effective Spring Semester 1984; increased merit
Steven D. Kear, Instructor of Finance and Insurance, from full-time to part-time; effective March 1, 1984; resigned one half of teaching load (also see Resignations)
Patricia McInnis, part-time Instructor of Educational Curriculum and Instruction, from $2,400 to $2,800 Spring Semester; effective Spring Semester; due to increased duties
Ramona Counar, from Associate Provost to Dean of Continuing Education and Summer Sessions; effective April 9, 1984

Marilyn Sampen, part-time Instructor of Music Composition and History, from $7,634 to $8,634 for the academic years due to appointment as Coordinator of the New Music Festival
Becky Schooley, part-time Instructor of Educational Curriculum and Instruction, from $2,400 to $2,800 Spring Semester; effective Spring Semester; due to increased duties
No. 47-84 (Continued)

PART-TIME APPOINTMENTS

<table>
<thead>
<tr>
<th>Name</th>
<th>Rank</th>
<th>Salary</th>
<th>Contract</th>
<th>Notes &amp; Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arts and Sciences</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sue Garner</td>
<td>Assistant</td>
<td>$600</td>
<td>temporary</td>
<td>Spring Semester</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caroline Denny</td>
<td>Assistant</td>
<td>$1,200</td>
<td>temporary</td>
<td>Spring Semester</td>
</tr>
<tr>
<td>Ned Pakosz</td>
<td>Assistant</td>
<td>$1,600</td>
<td>temporary</td>
<td>Spring Semester</td>
</tr>
<tr>
<td><strong>Musical Arts</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elmer Girton</td>
<td>Instructor</td>
<td>$550</td>
<td>temporary</td>
<td>Spring Semester</td>
</tr>
</tbody>
</table>

Personnel Changes

Academic Affairs

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Area</th>
<th>Effective Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathryn Thlede</td>
<td>Administrative Assistant, LRL</td>
<td>2-20-84</td>
<td>$19,000 fyr</td>
</tr>
<tr>
<td>Cynthia Colvin</td>
<td>Acting Assistant Director of U</td>
<td>3-5-84/5-31-84</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

Leaves of Absence

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Area</th>
<th>Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roberta Leslie</td>
<td>Academic Advisor, U Div</td>
<td>3-20-84 to 6-30-84</td>
</tr>
<tr>
<td></td>
<td></td>
<td>maternity leave</td>
</tr>
</tbody>
</table>

Resignations

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Area</th>
<th>Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timothy H. Smith</td>
<td>Public Relations Coordinator/In</td>
<td>3-16-84</td>
</tr>
<tr>
<td></td>
<td>Instructor, Firelands</td>
<td></td>
</tr>
<tr>
<td>Merle Plowright</td>
<td>Facilities Inspector, Plant</td>
<td>2-20-84/6-20-84</td>
</tr>
<tr>
<td></td>
<td>Operations and Maintenance</td>
<td>(Supplemental Retirement Program)</td>
</tr>
<tr>
<td>Kenneth Close</td>
<td>Food Service Director, UU</td>
<td>3-2-84</td>
</tr>
<tr>
<td></td>
<td>Union</td>
<td></td>
</tr>
</tbody>
</table>

Planning & Budgeting

Changes in Assignment, Rank and Salary

Ilse Thomas, Investment Manager, Treasurer's Office, from $25,200 to $28,000 fiscal year rate, effective July 1, 1983, salary adjustment

Student Affairs

New Appointments - Full-Time

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Area</th>
<th>Period of Employment</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Emch</td>
<td>Associate Director, Financial A</td>
<td>2-14-84</td>
<td>$27,000 fyr</td>
</tr>
<tr>
<td></td>
<td>and Student Employment (formerly classified)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JoAnn Kroll</td>
<td>Director, U Placement Services</td>
<td>4-2-84</td>
<td>$32,000 fyr</td>
</tr>
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</table>

Resignations

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Area</th>
<th>Period of Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen McKenzie</td>
<td>Medical Office Assistant, Student Health Services</td>
<td>3-9-84</td>
</tr>
</tbody>
</table>

Changes in Assignment, Rank and Salary

Jerry Richardson, Assistant Director, U Placement Services, acting directorship and stipend cancelled, effective April 1, 1984

Mr. Spengler stated that Improvement Projects were reviewed in the joint session of the two committees (Personnel/Facilities and Financial) and members present recommended funding as requested.
Proposed Improvement Projects to be Funded and
Report of Improvement Projects Funded during the
period January 14, 1984, to April 13, 1984

Mr. Hall moved and Mr. Spengler seconded that approval be given to
the allocation of funds for Improvement Projects totaling $29,520 as listed.

The Secretary called the roll with the following results: Voting "yes"—
Mr. Hall, Mr. Ludwig, Mr. Newlove, Mr. Shanklin, Mr. Spengler. The motion
was approved by five affirmative votes.

Bowling Green State University
Improvement Projects

Accounting Unit/Project Description Replacement Improvement Maintenance Source of Funding

STUDENT SERVICES
1) Replace Lounge Furniture $ 8,500 (C) Reserve for Depreciation

VARIOUS RESIDENCE HALLS
2) Repair of Water Damage to Auxiliary Units (A) Total Project Cost $14,000 $ 4,000 Auxiliary Insurance Reserve
3) Replace Trash Dumpsters $ 16,650 (C) Reserve for Depreciation
(See Attached List for Locations)

COMMONS
4) Replace Trash Dumpster 370 (C) Reserve for Depreciation

—Dining Halls—

(C) Outside Contract
(A) Additional Amount Required

Total $ 25,520 $ — $ 4,000

Trash Dumpsters

<table>
<thead>
<tr>
<th>Location</th>
<th># of Dumpsters</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-Dorms</td>
<td>9</td>
<td>$ 3,330</td>
</tr>
<tr>
<td>W-Dorms</td>
<td>6</td>
<td>2,220</td>
</tr>
<tr>
<td>Rodgers</td>
<td>5</td>
<td>1,880</td>
</tr>
<tr>
<td>Kohl</td>
<td>2</td>
<td>740</td>
</tr>
<tr>
<td>Founders</td>
<td>1</td>
<td>370</td>
</tr>
<tr>
<td>Cottage #7</td>
<td>1</td>
<td>370</td>
</tr>
<tr>
<td>Alpha Phi Alpha</td>
<td>1</td>
<td>370</td>
</tr>
<tr>
<td>Delta Sigma Theta</td>
<td>1</td>
<td>370</td>
</tr>
<tr>
<td>Kappa Alpha Pi</td>
<td>1</td>
<td>370</td>
</tr>
<tr>
<td>Offenhauer</td>
<td>4</td>
<td>1,480</td>
</tr>
<tr>
<td>Prout</td>
<td>2</td>
<td>740</td>
</tr>
<tr>
<td>Conklin</td>
<td>8</td>
<td>2,960</td>
</tr>
<tr>
<td>Cottages</td>
<td>4</td>
<td>1,480</td>
</tr>
<tr>
<td></td>
<td>45</td>
<td>$ 16,650</td>
</tr>
</tbody>
</table>

Bowling Green State University
Improvement Projects Funded

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 the Resolution during
the period January 14, 1984 to April 13, 1984.

Bowling Green State University
Improvement Projects

Accounting Unit/Project Description Replacement Improvement Maintenance Source of Funding

KOHLS
1) Replace Bake Shop Transformer $ 4,000 (C) Reserve for Depreciation

Total $ 4,000 $ — $ 0

(C) Outside Contract
STRS Retirement Incentive Plan

Mr. Spengler said the plan was enacted into law by the Ohio General Assembly in 1983 and recommended for adoption by the Faculty Senate on February 21, 1984. He termed the plan beneficial to both the faculty and the University. Dr. Eakln commented concerning the provisions of the plan and the savings benefits of a combination of the Early Retirement Plan, the Supplemental Retirement Program as approved by the Board on January 8, 1981, and a Distinguished Professors Program.

No. 42-84

Mr. Spengler moved and Mr. Hall seconded that approval be given to the implementation of the State Teachers Retirement System (STRS) Early Retirement Incentive Plan, as authorized in Amended Substitute H.B. 410 and Section 3307 of the Ohio Revised Code, effective June 1, 1984, through June 30, 1985, and to authorize:

1) the purchase of the lesser of five years or one-fifth of the member's total service; and
2) be limited to a 5% participation rate during any calendar year.

FURTHERMORE, the President, or his designee, is hereby authorized and instructed to limit the employment of replacement faculty and staff to assure the cost effectiveness of the early retirement program.

The motion was approved with no negative votes.

BGSU Solicitation Policy

Mr. Mason commented concerning the need to have a policy on the solicitation of employees by other employees and visitors to the campus in order to minimize the opportunities for an employee to be disrupted during working hours.

No. 50-84

Mr. Spengler moved and Mr. Newlove seconded that approval be given to the BGSU Solicitation Policy.

The motion was approved with no negative votes.

Bowling Green State University
Solicitation Policy

Purpose:

In order to ensure that employees have the opportunity to perform their jobs free from intrusions, it has become necessary to place certain restrictions on solicitation of employees and distribution of literature within any building on campus. Attempts have been made to anticipate the various forms which solicitations usually take and to structure appropriate rules for each situation.

Soliciting Fellow Employees:

1. Soliciting by one employee of another employee for any purpose is prohibited during either employee's working time.
2. No employee may distribute literature during working time or in any working areas at any time.

Solicitation on Campus by Non-Employees:

1. Any organization and any non-employee of the University who wishes to solicit University employees within any building on campus for any purpose shall request permission in writing prior to the proposed visit. The request must be delivered to Philip R. Mason, Assistant to the President, 220 McFall Center, Bowling Green State University, Bowling Green, Ohio, 48 hours before the proposed date for the visit. The request must state:
   a) the purpose of the proposed visit; and
   b) the name of any person(s) or alternates who desire access to the campus.
2. Philip R. Mason, Assistant to the President, will attempt to locate a designated area for use by the non-employee or organization submitting the request and will then issue a permit designating the room and the date and time it may be used. In the event two or more requests for access to a designated area for the same or overlapping times have been made, the University will attempt to provide alternate designated areas. In the event that no alternate designated area is available, the University will grant access to the available designated area on a rotating basis with equal time for its use. If the designated areas are unavailable due to a prior reservation, then the University will immediately notify the requesting party of such conflict.
3. All solicitations and distribution of literature by any organization or non-employee within any building on campus shall be limited to the designated area(s), time(s) and date(s). No employee may visit the designated area during his/her working time. No organization or non-employee may solicit employees or distribute literature elsewhere in the building whether or not the solicited employees are on working time.
4. Employees may be solicited outside of buildings if they are on non-working time.
5. An organization or non-employee may solicit or distribute literature in designated parking lots without providing advance notice.
6. Use of the University internal campus mail system for solicitation purposes is prohibited.
7. Requests by internal representatives of organizations for leave of absence in order to conduct that organization's matters must be made in accordance with the normal University leave policies.
WHEREAS, the Board of Trustees hereby undertake to contract with an attorney at law to provide legal services for Bowling Green State University students; and,

WHEREAS, Attorney desires to make his services available to the Board of Trustees and students of Bowling Green State University:

NOW, THEREFORE, the Board of Trustees and Attorney agree as follows:

1. Attorney shall perform services under the Student Legal Services, Inc.'s program in accordance with the "Guidelines for Legal Services," incorporated by reference and attachment herein. Attorney shall comply with 3345.022, Ohio Revised Code.

2. Attorney shall be provided secretarial assistance, office space and furnishings, and necessary supplies by Student Legal Services, Inc. Attorney shall perform services on a full-time basis throughout the term of this agreement. Attorney agrees to maintain scheduled office hours on the Bowling Green State University campus at a suitable place and location designated by the Student Legal Services, Inc. It is contemplated by both parties that Attorney's duties will involve his services for a flexible forty (40) hour work week.

3. In consideration of his services, Attorney shall be compensated of $20,000.00 per year. The aforementioned compensation is also contingent upon the collection of student fees designated by them for legal services.

4. Attorney will render services pursuant to this agreement as an independent contractor in a lawyer-client relationship with the students who elect to participate in the student legal services program. Attorney is not, whether for purposes of the applications of Chapter 102, Ohio Revised Code, or for any other purpose, to be regarded as in the employment of or as an employee of the Office of the Attorney General or Bowling Green State University. Neither the Attorney General nor the University shall have the right to exercise any control over the attorney in exercising his judgment when discharging his professional responsibilities pursuant to this Agreement.

In consideration of his services, Attorney shall be compensated of $20,000.00 per year. The aforementioned compensation is also contingent upon the collection of student fees designated by them for legal services.

The motion was approved with no negative votes.

This Agreement, made and entered into this ______ day of ________, 1984, by and between Karl J. Sutter, Attorney at Law, hereinafter called Attorney, and the Board of Trustees of Bowling Green State University, hereinafter called Board of Trustees, witnesseth:

WHEREAS, it is the desire of the Student Legal Services, Inc. to operate a student legal assistance program financed entirely by student fees; and,

WHEREAS, Bowling Green State University is responsible for the levy, collection, and disbursement of student fees; and,

WHEREAS, the Board of Trustees hereby undertake to contract with an attorney at law to provide legal services for Bowling Green State University students; and,

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5. The Attorney shall also be granted all national calendar holidays and any other days that the student body is not in attendance and the Attorney's services are not deemed necessary. Personal leave days shall not exceed five (5) days per year.

6. The term of this agreement shall be from April 13, 1984 to May 15, 1985, subject to renewal.

7. The Board of Trustees reserves the right to cancel this Agreement at any time. Attorney may terminate this agreement upon ninety (90) days written notice to the Board of Trustees. Any material commissioned or gathered by attorney or in his possession which material fulfills an obligation of this agreement shall be considered the property of Student Legal Services, Inc. and in event of termination by either party will remain with that entity.

8. Attorney will provide legal services to students matriculating at Bowling Green State University who elect to pay the student legal services fee pursuant to the "Guidelines for Legal Services," and the By-Laws of the Student Legal Services, Inc. No part of said By-Laws may supersede any section or portion of this Agreement.

9. It is expressly understood and agreed upon by the parties hereto that any and all financial obligations of the Bowling Green State University created by this agreement shall be paid from designated student fees, and that this agreement shall not create any obligations upon any other funds, appropriated or otherwise derived, belonging to Bowling Green State University, the Board of Trustees, or the State of Ohio.

10. Attorney shall within a reasonable period of time complete all outstanding contractual agreements or relationships in the practice of law and shall devote primary attention to his professional duties as attorney for Bowling Green State University students who qualify for the Student Legal Services Plan.

11. Attorney shall provide an annual report to the Board of Trustees of his activities and expenditures on behalf of his office. This report shall be submitted prior to the June meeting of the Board.

12. Attorney will provide malpractice insurance coverage for himself with a minimum coverage of $500,000.00 per claim and $500,000.00 in the aggregate. Attorney will further annually provide to the Treasurer of the University evidence of such coverage.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first written above.

Paul J. Olsamp, President
Bowling Green State University

Karl J. Sutter, Attorney

Guidelines for Legal Services

Purpose

Pursuant to the Ohio Revised Code Section 3345.02.2 and Section 3345.022 Bowling Green State University and the Board of Trustees are providing a variety of legal services for Bowling Green State University students. However, the services indicated below shall not be construed to include:

- actions between students and the university
- actions between students
- actions against a member of the Board of Regents, Board of Trustees, faculty or staff of the university
- actions against a state officer or agency arising out of the performance of the duties of the officer or the agency
- action against a law enforcement officer arising out of the performance of the duties of the officer
- Because of the potential time demands and special expertise required, representation by the attorney will not be provided for other matters including but not limited to:
  - matters in which the student can provide adequate representation for themselves including parking and other non-moving violations and services normally done by non-lawyers (such as filing tax returns)
  - major felonies
  - copyright and patent matters
  - immigration matters
  - bankruptcy matters
  - matters for which an attorney's compensation would normally be through a contingent fee arrangement.

Program Services

ADVICE Students seeking information can get answers at the attorney's office. The attorney will offer professional advice and consultation on a variety of legal topics. If the attorney cannot tell a student what he/she needs to know, then the attorney will be able to refer the student to whom does know.

REPRESENTATION Attorneys will professionally prepare and present student cases. The attorney will represent students in any judicial or administrative proceedings in which their appearance will make a substantial difference in the outcome of the student's case.
EDUCATION The attorney will prepare a variety of lectures, workshops, and seminars throughout the year. Through these programs, students will become acquainted with their rights as citizens, legal procedures to ensure these rights, and current topics in the legal world.

Some of the major topical areas which may be handled by the attorney hired by the Board of Trustees of Bowling Green State University are:

Landlord-tenant problems The program handles a wide range of landlord-tenant conflicts including but not limited to: refund of security deposits, repairs, drafting of sublease arrangements, and defending actions for rent payments and evictions.

Consumer Problems Matters pertaining to warranties and defective products and service, review of consumer and employment contracts, and arrangements for payment to creditors.

Domestic Relations and Family Law This includes uncontested adoptions, name changes, and uncontested marital dissolutions. If the parties to a dissolution are both students the attorney will not represent them or either of them without the express consent of both parties to the dissolution.

Criminal Law This includes any possible representation in criminal court involving such minor criminal misdemeanors.

Conversions of Property Claims for and defense to recovery of property taken unlawfully or accidentally damaged.

Administrative Agency Matters This includes employment compensation rights, veterans benefits, civil service benefits, and other actions before federal, state, or local agencies.

Expungement of Criminal Records

Other available legal services:
--Investigation and factual research
--Conferences and negotiations
--Document drafting or review
--Traffic violations

The attorney with agreement of the Student Legal Services, Inc. Board may depending upon service needs add to or delete from the aforementioned list of services.

Eligibility
A student is eligible each and every semester he/she pays the services activity fee. The services of this program will not be available to anyone before he/she is a registered student at Bowling Green State University. Upon graduation, or loss of student status, the former student is no longer eligible for the services of this program unless he/she is being represented by an attorney (from this program) pending court proceedings, and it would be prejudicial to the student's case if there were a substitution of attorneys.

Only students at Bowling Green State University's main campus who have elected to use the service will be covered by this program. Spouses, dependents, students not paying the service activity fee, non-students, and friends of students will not be eligible.

Costs
The student will pay any court costs and costs which would normally be billed to an attorney's client, such as costs of depositions, long distance telephone, etc. Insofar as possible the attorney shall advise the student in advance of his estimate of such costs.

FINANCE COMMITTEE

Mr. Hall reported that during the joint meeting of the Personnel/Facilities and the Finance Committees members also reviewed the proposed student fee increase effective Summer, 1984.

No. 52-84

Mr. Hall moved and Mr. Newlove seconded that approval be given to the Instructional Fees and Nonresident Surcharge for the Main Campus, Off-Campus Centers, and Firelands College, effective Summer 1984, as listed.

The motion was approved with no negative votes.

Proposed Instructional Fees
Effective Summer, 1984

Main Campus and Off-Campus Centers

<table>
<thead>
<tr>
<th>Full-Time Rate</th>
<th>Hourly Rate*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Instructional Fee</td>
<td>$1,032</td>
</tr>
<tr>
<td>Undergraduate Instructional Fee</td>
<td>$ 755</td>
</tr>
<tr>
<td>Nonresident Surcharge</td>
<td>$1,102</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Full-Time Rate</th>
<th>Hourly Rate*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Instructional Fee</td>
<td>$ 686</td>
</tr>
<tr>
<td>Nonresident Surcharge</td>
<td>$1,102</td>
</tr>
</tbody>
</table>

*Hourly rates not to exceed full-time rates

OPB: 4/3/84
Proceedings, Trustees Bowling Green State University
April 13, 1984

NEW ITEMS

Resolution concerning Richard A. Lenhart
No. 53-84
Mr. Newlove moved and Mr. Spengler seconded that the Resolution concerning Richard A. Lenhart be adopted. The motion received unanimous approval of members present.

Resolution
WHEREAS, members of the Board of Trustees learned of the death of Richard A. Lenhart on January 5, 1984; and
WHEREAS, he began a long and distinguished relationship with Bowling Green State University as an undergraduate student in 1946; and
WHEREAS, he returned to Bowling Green State University in 1958 serving as first Program Director of the University Union, first Director of Student Activities, Assistant Vice Provost of Student Affairs and Associate Dean of Students; and
WHEREAS, he contributed to the cultural life of the campus and community through his official duties and voluntary participation in numerous organizations; and
WHEREAS, he maintained a balance in student programming such that the needs of most students were served, and acted as a mentor and role model for students interested in student activities programming as a career; and
WHEREAS, he was valued by all who knew him for his dedication to the advancement of Bowling Green State University, for his love of family and church, and for his enrichment of their lives through his positive attitude toward life, his warmth and kindness, his wise counsel and his friendship;
NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees express its sincere appreciation for the many years of valuable service given by Richard A. Lenhart to Bowling Green State University and the community and extend sympathy to his family; and
BE IT FURTHER RESOLVED, That this Resolution be entered into the official minutes of the Board of Trustees and that a copy be sent to members of his family.

Resolution concerning Kenneth E. Krouse
No. 54-84
Mr. Newlove moved and Mr. Shanklin seconded that the Resolution concerning Kenneth E. Krouse be adopted. The motion received unanimous approval of members present.

Resolution
WHEREAS, the members of the Board of Trustees learned of the death of Kenneth E. Krouse of Columbus on March 5, 1984; and
WHEREAS, Mr. Krouse graduated from the University in 1950 and received a law degree from The Ohio State University in 1954; and
WHEREAS, his service to the state universities of Ohio included positions at Bowling Green State University, as Director of Alumni Affairs, from 1957 to 1960; at The Ohio State University, as Executive Assistant to the President; and additional administrative posts at Bowling Green and at Kent State University; and
WHEREAS, his active participation in the state government included appointment to the staffs of both the later Governor C. William O'Neill and former Governor James Rhodes where he served the Ohio Bureau of Worker's Compensation and the Ohio Department of Commerce Securities Division; and
WHEREAS, his enthusiastic support of the activities and programs at BGSU reflected his high regard for the University administration, former colleagues, faculty and students;
NOW, THEREFORE, BE IT RESOLVED, That the Board members join in expressing appreciation for Ken Krouse's service to the University, to the community and to the advancement of higher education in the state; and
BE IT FURTHER RESOLVED, That the Board members extend sincere sympathy to the Krouse family and that a copy of this Resolution be forwarded to his wife, Libby, and to his daughter, Jan, and sons, Thomas, Jeffrey and Scott.

REGULAR ITEMS

Sponsored Grants and Contracts Awarded - February-March, 1984
No. 55-84
Mr. Shanklin moved and Mr. Hall seconded that grants and/or contracts in the amount of $102,548.95, as listed for the following periods, be accepted and expenditures applicable thereto in that amount be authorized.

<table>
<thead>
<tr>
<th>Period</th>
<th>Amount</th>
<th>Fiscal Year to Date</th>
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<tbody>
<tr>
<td>February</td>
<td>$58,129.00</td>
<td>$7,695,859.96</td>
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<tr>
<td>March</td>
<td>44,419.95</td>
<td>7,740,279.91</td>
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</table>

The motion was approved with no negative votes.
BOWLING GREEN STATE UNIVERSITY
COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

July 1 through Feb 29
Fiscal Years to Date

<table>
<thead>
<tr>
<th></th>
<th>1982-83</th>
<th>1983-84</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>A.</td>
<td>Federally Sponsored</td>
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<tr>
<td>B.</td>
<td>Privately and State Sponsored</td>
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<tr>
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<tr>
<td>II.</td>
<td>Institutes and Workshops</td>
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<tr>
<td>III.</td>
<td>Public Service Grants and Contracts</td>
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<tr>
<td>IV.</td>
<td>Program Development and Innovation Grants</td>
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<tr>
<td>V.</td>
<td>Equipment Grants</td>
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<tr>
<td>TOTAL SPECIAL PROJECTS GRANTS &amp; CONTRACTS</td>
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<td>$3,002,185.96</td>
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<tr>
<td>VI.</td>
<td>Student Aid Grants</td>
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<tr>
<td>TOTAL ALL GRANTS AND CONTRACTS</td>
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</table>

July 1 through Mar 31
Fiscal Years to Date

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<tr>
<th></th>
<th>1982-83</th>
<th>1983-84</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Research</td>
<td></td>
</tr>
<tr>
<td>A.</td>
<td>Federally Sponsored</td>
<td>$615,075.00</td>
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<tr>
<td>B.</td>
<td>Privately and State Sponsored</td>
<td>$141,301.28</td>
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<td>$311,653.73</td>
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<tr>
<td>II.</td>
<td>Institutes and Workshops</td>
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<tr>
<td>III.</td>
<td>Public Service Grants and Contracts</td>
<td>$1,544,465.33</td>
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<tr>
<td>IV.</td>
<td>Program Development and Innovation Grants</td>
<td>$639,071.00</td>
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<tr>
<td>V.</td>
<td>Equipment Grants</td>
<td>$28,000.00</td>
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<tr>
<td>TOTAL SPECIAL PROJECTS GRANTS &amp; CONTRACTS</td>
<td>$2,990,897.61</td>
<td>$3,046,336.91</td>
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<tr>
<td>VI.</td>
<td>Student Aid Grants</td>
<td>$4,483,958.00</td>
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<tr>
<td>TOTAL ALL GRANTS AND CONTRACTS</td>
<td>$7,474,855.61</td>
<td>$7,740,279.91</td>
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</tbody>
</table>

REPORTS

Firelands College - Dean Alagalee Adams

Dean Adams termed the enrollment at Firelands as being "even with where we were at the same day last year." She gave a brief update on the admissions and noted the programs funded under the Job Training Partnership Act and under a Title III Grant if award is made in late May.

In addition, Dean Adams noted progress made toward an endowed scholarship; new program in Respiratory Therapy offered with cooperation of local hospitals; and professional activity of Firelands faculty in new publications and workshops.

Firelands Instructional TV Project - Dr. Duane Tucker

Dr. Tucker updated the Board on the status of the construction project for the transmission of programs which originate at or are received through the WBGU studios in Bowling Green to the Firelands College Campus. He said the University is awaiting action by the Federal Communications Commission on the construction permit for the Fremont relay site. Congressman Latta has been asked to make inquiries at the Offices of the Federal Communications Commission on behalf of the University.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Betty van der Smissen

Dr. van der Smissen indicated that the Faculty Senate would be meeting weekly during the next several weeks; noted that adjustments are yet to be made in the Academic Charter; and detailed the work to be completed on the committees and committee structure. She said the Senate appreciates the participation of Trustee Ann Russell in the work of the Role and Mission Committee.
Undergraduate Student Representative - Brian J. Baird

Mr. Baird stated that he would be meeting with the Board of Trustees for the last time in May and expressed appreciation on behalf of the student body for approval of the Student Legal Services Guidelines and the appointment of Attorney Karl J. Sutter. He thanked the Board and the administration for support of the program and also thanked Leigh Hollingsworth and Marlo Bridges of the Legal Services Board for assistance with the project.

Mr. Baird stated that the Undergraduate Student Government elections first held were invalidated because of failure to follow operating procedures and suggested the future possibility of computerizing the elections process. He reported also concerning 1) the Undergraduate Student Government banquet to be held on April 17 during which announcement would be made of the Hollis A. Moore Awards and the W.T. Jerome Award; 2) the student development fund which is being considered by the undergraduate students; and 3) the proposal to bring the Firelands College student body closer to Bowling Green possibly by the creation of some type position on the Undergraduate Student Government cabinet.

Resolution concerning the BGSU Hockey Team

No. 56-84 Mr. Ludwig moved and Mr. Newlove seconded that the following Resolution be adopted. The motion received unanimous approval of the members present.

WHEREAS, the Bowling Green State University Hockey Team won the 1984 National Collegiate Athletic Association Ice Hockey Championship; and
WHEREAS, the Bowling Green State University Hockey Team won the first National Collegiate Athletic Association Division I Championship in the history of its alma mater; and
WHEREAS, the Bowling Green State University Hockey Team has, for the sixth time, won the Central Collegiate Hockey Association Championship; and
WHEREAS, the Falcons achieved a number-one ranking in the nation during the 1983-84 season; and
WHEREAS, the team has represented the University throughout the year in a manner that has brought honor and wide media attention to its alma mater; and
WHEREAS, the campus morale has been heightened by the team's sportsmanship and consistent winning record, and the enthusiasm generated by all BGSU hockey fans including the fans in Section A;
NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees extend hearty congratulations to the team and to Coach Jerry York and his staff on their outstanding record, which is a source of pride and satisfaction to the entire University community; and
BE IT FURTHER RESOLVED, That this Resolution be written in the official minutes of the Board of Trustees and that a copy be sent to each member of the championship hockey team and to Coach Jerry York.

Resolution concerning Tina Knelsley

No. 57-84 Mr. Ludwig moved and Mr. Newlove seconded that the following Resolution be adopted. The motion received unanimous approval of the members present.

WHEREAS, Tina Knelsley, a junior in the University's College of Business Administration and a veteran of championship roller skating events, having won many National titles, as well as five World titles, is the 1983 holder of the Ladies Freestyle World Roller Skating Championship; and
WHEREAS, Tina's achievements in roller skating events have brought recognition to her hometown of Marion, Ohio, and to the University community; and
WHEREAS, since childhood, she has perfected her skill and natural ability as a skater with long hours of practice and a rigorous training program; and
WHEREAS, again this year, Tina is applying hard work and dedication to the training for the Nationals and to the defense of her present World title;
NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of Bowling Green State University extends congratulations to Ms. Knelsley on her World Championship Title in 1983 and extends best wishes for success in this year's competitions; and
BE IT FURTHER RESOLVED, That this Resolution be written in the official records of the Board of Trustees and that a copy be sent to Tina Knelsley and her family.
**Graduate Student Representative - Beverly E. Baker**

Ms. Baker commended the Board on the passage of the guidelines for the Student Legal Services Program and the appointment of an attorney. She announced that the Graduate Student Senate elections would be held on April 13 and that she would be making her final report to the Board at the May meeting at which time she would introduce the President of the Graduate Student Senate for 1984-85. She stated that the students have been working on housing this year with Vice President Edmonds and Trustee Newlove; that the Senate Executive Committee has been dealing with a task force report on graduate student stipends and that a report would be made at the April 13 Graduate Student Senate meeting; and that a skeletal Senate will be functioning during the coming summer. Ms. Baker thanked the Dean and her staff, Pat Harrelson (Firelands student), and members of the Board for the opportunity to be present at the meeting on the Huron campus.

**Firelands College Board Representative - Read Wakefield**

Mr. Wakefield thanked President Olscamp and the Board of Trustees for the continuing effort to provide television linkage with the Bowling Green Campus. He said that increased effort is being put forth at Firelands to identify community needs in relation to the development of programs at Firelands and the job market.

**ANNOUNCEMENTS**

Mr. Ludwig thanked Dean Adams and her staff for the warmth and hospitality extended to the Board members. He announced the date of the next regular meeting: Friday, May 11, at 10:00 a.m.

**ADJOURNMENT**

Chairman Ludwig adjourned the meeting at 11:40 a.m.