Board of Trustees Meeting Minutes 1997-04-25

Bowling Green State University

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MINUTES
Board of Trustees
Bowling Green State University
April 25, 1997

Notice having been given in accordance with the Board of Trustees Bylaws, the following members met in the East Lounge of the East Building, Firelands Campus on April 25, 1997: Delbert L. Latta, Vice Chair; Leon D. Bibb; Jason Bristol; C. Ellen Connally; Michael J. Marsh; Valerie L. Newell; Kermit F. Stroh; and Eileen Sullivan. David A. Bryan, John A. Laskey, and G. Ray Medlin, Jr. were absent.

Also present were President Sidney A. Ribeau; Lester E. Barber, Executive Assistant to the President and Secretary to the Board; Harold Lunde, 1996-97 Faculty Representative to the Board; Tara Gore, 1996-97 Undergraduate Student Representative to the Board; Janet Morrison, 1996-97 Graduate Student Representative to the Board; Joan Morgan, 1996-97 Administrative Staff Representative to the Board; Pat Kitchen, 1996-97 Classified Staff Representative to the Board; Patrick Deville, 1996-97 Firelands College Representative to the Board; J. Christopher Dalton, Senior Vice President for Finance; Charles R. Middleton, Provost and Vice President for Academic Affairs; Edward Whipple, Vice President for Student Affairs; Gaylyn Finn, Treasurer; media representatives; and a number of observers.

Vice Chair Latta called the meeting to order at 10:15 a.m.; the Board Secretary called the roll and announced that a quorum was present (six Trustees).

MINUTES

Motion was made by Judge Connally and seconded by Mr. Marsh that the minutes of the meeting of March 20, 1997, be approved as written. The motion carried.

PRESIDENT’S REPORT

It is a pleasure to be on the Firelands Campus for the Board of Trustees Meeting, and I would like to say thank you very much to Dean Williams and his dedicated staff for their fine hospitality to us.

Highlights on Firelands

In my remarks this morning, I want to highlight some of the major achievements attained by Firelands College during the 1996-97 academic year. As you might guess, unlike other college deans, Darby serves not only as the chief academic officer but also as the chief campus administrative officer for budget and operations, personnel, student services, campus resources, college advancement, community services, and external relations.

Fiscal Accountability - Firelands College continues to accurately forecast enrollment and state funding trends, develop responsive college budgets, exercise conservative fiscal restraint, manage student enroll-ment, and live well within its means. College enrollment has remained stable with full-time student equivalency (FTE) increasing for both Fall 1996 and Spring 1997 semesters. The College's contingency reserve has grown from $720,076 in 1993 to today's $1,011,893. Through continual efforts to allocate existing campus resources to improve effectiveness, judicious reduction of selected positions, implementation of cost-saving innovations, and proactive efforts of the Enrollment Management Team, both this year and last year Firelands College has managed to actually increase revenues while decreasing expenditures.

Academic Leadership - Firelands College has worked to improve existing academic programs and to develop collaborative new programs to meet community needs. All program directors have established active community advisory committees for their programs and the Dean personally authored a handbook for these committees. Through involvement in a six-county Workforce Development Council and collaborative initiatives with EHOVE Career Center and with local high schools, the College has instituted an exemplary Tech Prep industrial technician program which creates a seamless, team-taught curriculum for the last two years of high school and the first two years of college. Note: The Tech Prep is to be spotlighted later today.

In 1996-97, Firelands College also (1) updated the curricula for several of its associate degree programs, (2) created a special associate in technical study degree track in response to special needs of a new start-up automotive crash testing facility, (3) continued to pioneer innovative uses of instructional technologies for distance education, (4) submitted curriculum proposals to BGSU for an interdisciplinary baccalaureate degree program in social sciences,
conducted market research for a proposed new associate degree program in communication arts technology, and
(6) engaged in other new program development initiatives with BGSU leaders and other partners.

Faculty Accomplishments - Dr. R. David Mullin received a grant from the National Science Foundation to develop
an experimental computer simulation laboratory for the social sciences. Many Firelands College faculty presented
conference papers, published works, and engaged in other scholarly and creative activities. Awards were presented at
the April 18 annual Recognition Banquet to outstanding Firelands College faculty, staff, and students.

College Partnerships - The Dean has been engaging in various outreach efforts to better connect Firelands with the
main campus of BGSU, to network with other university regional campuses in Ohio, and to form strategic alliances
with local businesses, industries, and other area educational providers. In 1996-97, these collaborative efforts have
culminated in a proposal for a major new building construction project for a University Community Center; a
proposed strategic alliance between Sawmill Creek Resort, Firelands College, and Bowling Green State University;
success in recruiting Applied Safety Technologies to a new research and technology park to be built adjacent to the
college campus; an innovative Tech Prep program that has received statewide recognition; expanded business and
industry training; Firelands' selection as host for the spring 1997 conference of the Association of University
Regional Campuses of Ohio; and participation with the College of Education in the town meeting on "Equity in
School Funding."

Financial Affairs

A total of 8,277 Fall Freshmen applications have been received, an increase of 121 over the same date last year, or
an increase of 1.48%. Offers of admission have been extended to 7,041, up 298, or 4.42%.

A total of 572 Fall 1997 transfer applications have been received, a decrease or 43, or -6.99%. Offers of admission
have been extended to 334, a decrease of 12, or -3.47%.

All comparisons cover 4/11/97 vs. 4/12/96.

Registration for Fall Semester 1997 class sections began on April 2. As of April 11, 6,800 students had registered
which is 210 fewer than last year at the same time. Registration for Summer Term 1997 continues, and there are
3,719 students registered at this time. This is 86 fewer than last year at the same time.

A project team made up of members from the Office of Registration and Records, Institutional Research and
University Computer Services continues to work on the student enrollment portion of the new Ohio Board of
Regents information system. The system, which will take 3,000 hours of effort to implement, is scheduled to go
live in the Spring of 1998. The first test submission of a new report will be completed soon.

Academic records have been audited and graduation requirements have been verified for the candidates for the May
10th graduation. There are 1,927 candidates for degrees, - 54 for associate degrees, 1,587 for baccalaureate degrees,
and 286 for graduate degrees.

The Office of Institutional Research has developed a new student tracking system to analyze the retention rates,
graduation rates, time-to-degree, grade point averages, and credit hours earned of main campus undergraduate
students. The Student Flow Model tracks these data and more for new freshmen each fall (beginning in 1994) for all
full-time freshmen and for those in specific sub-groups (by gender, ethnicity, college, major, ACT scores, high
school GPA, etc.). The Office of Institutional Research will next link this student tracking to survey results to
investigate, for example, how satisfaction with various programs and services relates to enrollment behaviors.

Academic Affairs

On Friday, April 11, the Ohio Board of Regents approved the new master's degree in Public Health which will be
offered jointly by Bowling Green State University, the Medical College of Ohio and the University of Toledo.
Classes are scheduled to begin in the Fall. At Bowling Green, the program will be housed in the College of Health
and Human Services but will involve faculty from a variety of departments and programs.

Our degree program in Social Work has been notified by the Council on Social Work Education that it has been
awarded full accreditation. The program is now accredited through October 2003. Incidentally, preliminary work
has begun on developing a master's degree in Social Work which will be offered jointly with the University of
Toledo.
The College of Health and Human Services and the National Association of Local Boards of Health (which is headquartered in Bowling Green) presented a national interactive teleconference on April 21 entitled "Establishing Effective Board Policy." The program, supported by the Centers for Disease Control and Prevention, was produced in the studios of WBGU-TV and represents a pilot for developing an ongoing educational programs for local boards of health throughout the country.

Jim Sullivan, Nancy Merritt, and Mark Asman returned last week from the annual AACSB meeting where initial accreditation was formally approved for our accounting program. However, the accrediting group, AACSB (American Assembly of Collegiate Schools of Business) is now International Association for Management Education, but they will continue to call it AACSB.

The Department of Management will host 20 managers from Samsung Group companies of Korea. The group will spend 10 weeks on the campus starting May 9, 1997 for the Advanced Purchasing Management Executive Development Program. This is the third year that the company sent their managers to BGSU. Twelve College of Business Administration faculty members will participate in the program instruction.

The Martha Gesling Weber Reading Center will be dedicated today, beginning at 4 p.m. in Jenson Auditorium. The program will begin with a performance by the Reading Center's puppet troupe. All three of the Reading Center directors who followed Martha's tenure will be in attendance and will speak about the legacy she left to the center and the University. They are Dr. Joseph Nemeth (1965-85), Dr. Robert Cooter (1985-89) and Dr. Michael French (1989-Present). Dr. David G. Elsass, who served as Dean during Martha's latter years as an active faculty member, will also speak. Dr. Nemeth has donated funds for an etched zinc plaque that will be unveiled at the conclusion of the ceremony, which will be followed by refreshments and tours of the Reading Center. Graduate students in the reading program will serve as hosts and hostesses. Dr. Weber's sisters plan to be in attendance for the event, and Dr. Joseph Weber, Martha's husband, has announced plans to create a graduate level scholarship in her memory.

Robert and Roberta Kane, parents of Julie Kane, the BGSU senior who was murdered last August, have created a scholarship in memory of their daughter. The Kanes have been working with the College of Education and Allied Professions to create the guidelines for the annual award, which is designated for a special education major. Tara Fahringer, Julie's roommate at the time of her death, will be the first recipient. Julie's mother, Roberta, is a member of the classified staff at BGSU.

The Educational Memorabilia Center (Little Red Schoolhouse) just completed a two-week "Day at the Schoolhouse" program for the area elementary schools. Coordinated by the College of Education and Allied Professions, the program offers elementary classrooms the opportunity to spend an entire day (10:00 a.m. to 2:00 p.m.) in the school, learning the three R's in much the same way that their grandparents and great grandparents did. The lessons are taught by retired teachers from the Bowling Green area, all of whom are volunteers. Both students and teachers wear clothing reminiscent of the late 1800's. The day's lessons include math, reading from the McGuffey Reader, a history lesson featuring Ulysses S. Grant, and a spelling bee. The group also sings musical selections from that era, accompanied by the school's pump organ. BGSU education majors assist with the noon recess activities. Approximately 250 children were able to participate in the spring program, which will be repeated in the fall semester.

Sandra Markle, a 1968 BGSU graduate in biology education, visited the campus earlier this month, sharing her expertise in science education with a wide range of audiences. She was the guest speaker for the College of Arts and Sciences forum on April 9 and spoke to classes in journalism and English on April 10. Ms. Markle has authored numerous science textbooks and has presented workshops across the country. She recently made a visit to Antarctica to collect more information for textbooks and a new internet program for children, which will be offered to classrooms in selected schools next year.

**Student Affairs**

On April 22, more than 250 principals, personnel specialists, and superintendents representing 135 school systems from throughout the country visited BGSU. They shared information with sophomores and juniors, as well conducted more than 2,200 individual employment interviews with senior and graduate education majors. In its twelfth year, BGSU's Teacher Job Fair remains the largest educational employment fair in Ohio, and is consistently ranked among the ten largest university-based fairs in the country. In addition to Ohio, school systems from California, Colorado, Florida, Georgia, Illinois, Indiana, Louisiana, Maryland, Michigan, North Carolina, Nevada, Texas, Virginia, and Wisconsin were present at the fair.

The University has initiated a project to provide in-room Ethernet connections to all campus residences, including the French House and Greek Chapter Houses. Ethernet will allow students to access resources such as the library,
the world-wide web, and e-mail at speeds many times faster than current modems. Network connections are currently available in Dunbar, Kreischer and Founders, and the extension of these services to other campus residences is likely to be completed sometime in the Fall 1997 semester. Last summer, in preparation for this network project, the University employed an outside firm to reconstruct the wiring closets and to audit the wiring connections to student rooms in all campus residences. Within a few weeks, the University will initiate the process to employ an outside firm to implement the full Ethernet network within campus residences.

Providing more students with in-room network connections will significantly increase consulting and training needs as well as the technical support requirements of campus residents. It will also produce increasing amounts of additional traffic on the campus network. To be responsive to these changes, the Residential Computing Connections staff has been designing an In-Room Network Connections Program to provide the additional consultant and training support that students will need to use their in-room connection effectively. This program includes a staff of residential network consultants and a series of Ethernet card installation fairs to assist students with their in-room network connections. Additionally, residential computing staff will be working collaboratively with staff members in University Computer Services to develop effective policies and procedures for setting up network connections and responding to network problems, repairs and changes. University Computer Services, in cooperation with the outside firm implementing the Ethernet network, will be working to upgrade the campus network to handle the additional traffic.

University Advancement

The Office of Alumni Affairs, University Ambassadors and the Undergraduate Alumni Association sponsored "Beyond BG: Senior Celebration." Everyone was invited to celebrate the accomplishments of BGSU's 1997 seniors. We recognized seniors in various groups and organizations. The evening concluded with the awarding of the 1997 Outstanding Senior Award as well as some inspirational words from BGSU alumna Bill Dallas '77, CEO of First Franklin Financial.

We unveiled our newest alumni web site three weeks ago and it has received a positive reception. We are entering into a partnership with the Internet Association Corporation to develop an alumni on-line community.

Plans for the Alumni Leaders Conference are coming together "Mission: Possible" is the theme for this event that welcomes chapter leaders, current and former board members, as well as other volunteers to learn more about BGSU and how they can help the University. The conference will take place June 20-22.

The 1996-97 spring telefund will conclude its calling sessions on April 30. As of April 13, the pledge total for the year was $728,893. The Spring calls were made to ask alumni for support of college projects. The first five colleges have all surpassed their respective goals. These include the Colleges of Arts and Sciences, Musical Arts, Business Administration, Education and Allied Professions, and Technology. The remaining calling sessions focused on graduates of the College of Health and Human Services and the Graduate College.

Faculty Recognitions

Dr. Dawn Hentges, an assistant professor of family and consumer sciences, has been chosen as a NASA summer faculty fellow in aeronautics and space research. This summer she will work at the Johnson Space Center in Houston, Texas, for 10 weeks to develop safety procedures in growing, processing, storing and preparing food in a "Chamber" environment. Of the 20 summer faculty fellow projects chosen by NASA this year, the Bowling Green professor's project was given top priority.

Dr. Dale W. Smith, director of the planetarium, has been elected president of the International Planetarium Society. IPS is the worldwide organization of planetarium professionals and serves members of six continents by providing conferences, publications and other resources. Smith, who was elected over three other candidates from the United States, Europe and Japan, will be president-elect through 1998 and president until December 31, 2000.

Saxophonist John Sampen, a Distinguished Research/Artist Professor at Bowling Green State University, has released a compact disc on the Capstone Records label. "The Electric Saxophone," features seven original works for electronically accompanied saxophone, including two pieces by Bowling Green composers -- "Drifting Over a Red Place" by Marilyn Shrude, a professor of music composition/ history and director of the MidAmerican Center for Contemporary Music at the University, and "Waterwings" by Mark Bunce.
MR. LATTAN REPORTED THAT THE COMMITTEE MET ON THURSDAY AFTERNOON AND REVIEWED THREE ACTION ITEMS. BECAUSE A QUORUM WAS NOT PRESENT, THE COMMITTEE COULD NOT TAKE ACTION AND PROVIDE A RECOMMENDATION TO THE FULL BOARD.

ADMINISTRATIVE STAFF PERSONNEL CHANGES SINCE THE MARCH 20, 1997, MEETING

Mr. Bibb moved and Mr. Marsh seconded that the Board of Trustees has reviewed and ratified the Administrative Staff Personnel Changes since the March 20, 1997, meeting. The motion was approved with no negative votes.

PROVOST AND ACADEMIC AFFAIRS

New Appointments - Full-time

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christine Celestino-Boes</td>
<td>Counselor/Coordinator of Tutoring, Academic Enhancement</td>
<td>4-1-97/6-30-75</td>
<td>$27,000 yr</td>
</tr>
<tr>
<td>Sally Dreier</td>
<td>Reading Specialist, Study Skills Lab, Academic Enhancement</td>
<td>4-1-97/6-30-75</td>
<td>$21,000 yr</td>
</tr>
<tr>
<td>Staci Ann McDaniel</td>
<td>Counselor, Student Support Services, Academic Enhancement</td>
<td>4-1-97/6-30-75</td>
<td>$25,603 yr</td>
</tr>
</tbody>
</table>

Reappointments - Full-time

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staci Ann McDaniel</td>
<td>Counselor, Student Support Services, Academic Enhancement</td>
<td>7-1-97/8-1-97</td>
<td>$25,603 yr</td>
</tr>
</tbody>
</table>

Retirement

Shirley Colaner Manager of Records, Human Resources 4-1-97

PRESIDENT'S AREA

New Appointments - Full-time

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Bastel Myers</td>
<td>Assistant Athletic Director for Athletic Dev./Director of Falcon Club, Intercollegiate Athletics (formerly classified)</td>
<td>3-31-97/6-30-97</td>
<td>$36,800 yr</td>
</tr>
</tbody>
</table>

Changes in Assignment, Title and/or Salary

Michael Bartley from Athletic Academic Coordinator, $24,906 yr effective 7-1-96/6-30-97 to Assistant Athletic Director for Academic Affairs, Intercollegiate Athletics, $34,200 yr, effective 3-3-97/6-30-97, promotion.

STUDENT AFFAIRS

New Appointments - Full-time

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gary Layne</td>
<td>Aquatics Assistant, Recreational Sports</td>
<td>4-7-97/6-30-97</td>
<td>$24,300 yr</td>
</tr>
<tr>
<td>Thomas Swick</td>
<td>Assistant Director, Student Publications</td>
<td>3-17-97/6-30-97</td>
<td>$30,950 yr</td>
</tr>
</tbody>
</table>

Reappointments - Full-time

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard Bowers</td>
<td>Director, Recreational Sports</td>
<td>3-19-97/6-30-97</td>
<td>$56,100 yr</td>
</tr>
</tbody>
</table>
Changes in Assignment, Title, and/or Salary

Carolyn Agler, Medical Assistant, Student Health Services, employed extra hours on 1/22/97, 2/12/97, 3/5/97, 3/12/97 (11.5 hours) to be compensated at time and a half per Fair Labor Standards Act; $216.83

Bonita Sanders Bembry from Assistant Director/Counselor, Upward Bound, externally funded $32,597 fyr, effective 7-1-96/6-30-97 to Interim Director, College Access Programs, externally funded $34,227 fyr, effective 2-1-97/6-30-97; change in salary due to assuming interim position upon retirement of the Director.

Zhanna Brant, Staff Physician, Student Health Services, employed extra hours on 2/19/97 (3 hours); $157.50.

Kathryn Ellis, Part-time Pharmacist, Student Health Services, employed extra hours on 2/3, 5, 10, 12, 17, 19, 24, 26/97 (14 hours); $311.92.

Cheryl Lambert, Medical Assistant, Student Health Services, employed extra hours on 2/19/97, 3/19/97 (6 hours); to be compensated at time and a half per Fair Labor Standards Act; $70.51.

Ute Lowery, Assistant Director, Student Housing and Residence Programs, Residence Life, from $30,540 fyr, effective 7-1-96/6-30-97 to $33,098; salary increase due to change in Mercer grade.

Jose Ortega, Medical Assistant, Student Health Services, employed extra hours on 2/5, 22, 24, 26/97, 3/11/97 (11.5 hours), to be compensated at time and a half per Fair Labor Standards Act; $186.99.

UNIVERSITY ADVANCEMENT

Gary Guydosh University Photographer, Public Relations 3-24-97/6-30-97 $34,000 fyr


Mr. Bibb reported that the proposed amendments to the Academic Charter will better define a quorum and create attendance requirements.

No. 39-97 Mr. Bibb moved and Judge Connally seconded that approval be given to the proposed amendments to the Academic Charter, Articles IV.F and V.B.3, which establish quorums for Faculty Senate and University standing committees; Articles IV.F and V.B.2, which create attendance requirements for Faculty Senate and University standing committees; Articles V.B.1 and V.B.3, which clarify preferred practices and procedures for University Standing Committees; and Article IV.F, which clarifies preferred practices and procedures for Faculty Senate Standing Committees, as follows. The motion was approved with no negative votes.

Article IV.F

SECTION F: COMMITTEES OF THE SENATE

The business of the Senate shall be conducted largely through Senate standing and ad hoc committees. Administrative contract staff may be appointed as consultants to appropriate committees; those designated as consultants do not have voting privileges.

ATTENDANCE AT ALL COMMITTEE MEETINGS IS THE RESPONSIBILITY OF EACH MEMBER. A MEMBER MAY SEND A SUBSTITUTE TO A MEETING IN ORDER TO AVOID AN ABSENCE. COMMITTEES SHALL ESTABLISH ATTENDANCE POLICIES AT THE BEGINNING OF EACH ACADEMIC YEAR BASED ON THE FOLLOWING:

A) FOR COMMITTEES THAT PLAN TO MEET ONCE A MONTH OR LESS DURING THE ACADEMIC YEAR, TWO ABSENCES ARE PERMITTED BEFORE A WARNING IS SENT BY THE CHAIR OF THE COMMITTEE. AFTER THE THIRD ABSENCE, THE CHAIR SHALL DECLARE THE SEAT VACANT.

B) FOR COMMITTEES THAT PLAN TO MEET TWO OR THREE TIMES A MONTH DURING THE ACADEMIC YEAR, FOUR ABSENCES ARE PERMITTED BEFORE A WARNING IS SENT...
BY THE CHAIR OF THE COMMITTEE. AFTER THE FIFTH ABSENCE THE CHAIR SHALL DECLARE THE SEAT VACANT.

C) FOR COMMITTEES THAT PLAN TO MEET FOUR OR MORE TIMES A MONTH DURING THE ACADEMIC YEAR, SIX ABSENCES ARE PERMITTED BEFORE A WARNING IS SENT BY THE CHAIR. AFTER THE SEVENTH ABSENCE THE CHAIR SHALL DECLARE THE SEAT VACANT.

D) THESE RULES SHALL NOT APPLY TO EX-OFFICIO MEMBERS OF THE STANDING COMMITTEES.


THE COMMITTEE SHALL DECIDE WHETHER TO SUSTAIN OR OVERTURN THE CHAIR'S DECISION. IF THE COMMITTEE SUPPORTS THE CHAIR'S DECISION BY A MAJORITY VOTE (EXCLUDING THE CHAIR'S AND AFFECTED MEMBER'S VOTES), THE CHAIR SHALL INFORM THE AFFECTED MEMBER AND HIS OR HER DEAN, DIRECTOR, CHAIR OR SUPERVISOR AND REQUEST A REPLACEMENT FROM THE APPROPRIATE CONSTITUENT GOVERNANCE GROUPS.

Com/Com shall appoint a faculty member who is eligible to be elected to serve... If the vacancy exceeds a year, the remaining term of the membership shall be filled by election at the regular time of elections.

TO ESTABLISH A QUORUM FOR THE PURPOSE OF CONDUCTING BUSINESS, THE COMMITTEE MUST HAVE IN ATTENDANCE A MAJORITY OF THOSE MEMBERS WHO: (A) HAVE BEEN DULY ELECTED OR APPOINTED; (B) ARE QUALIFIED TO SERVE AND HAVE BEGUN SERVING BY ATTENDING AT LEAST ONE MEETING; AND (C) HAVE NEITHER RESIGNED NOR BEEN REMOVED FROM THE COMMITTEE. THE DETERMINATION OF WHETHER A MEMBER HAS BEGUN SERVING SHALL BE MADE INITIALLY AT THE BEGINNING OF EACH ACADEMIC YEAR.

THE CHAIR OF A FACULTY SENATE STANDING COMMITTEE SHALL BE A CURRENT OR A NEWLY ELECTED MEMBER OF THE COMMITTEE EXCLUDING EX OFFICIO MEMBERS OR ANY MEMBER TO WHOM THE COMMITTEE REPORTS OR RENDERS ADVICE. THE COMMITTEE (EXCEPT SEC) ELECTIONS FOR CHAIR OR VICE CHAIR SHALL BE HELD IN APRIL OR MAY BEFORE COMMENCEMENT AND AFTER THE ELECTION RESULTS TO FILL COMMITTEE VACANCIES HAVE BEEN ANNOUNCED. NEWLY ELECTED MEMBERS SHALL BEGIN THEIR MEMBERSHIP IMMEDIATELY AFTER SPRING COMMENCEMENT. ALL MEMBERS SHALL HAVE FULL VOTING RIGHTS.

Article V.B.

1. Membership

Each University standing committee shall include at least three elected faculty members... Students shall participate in University governance according to provisions of this document.

All ELECTED, appointed and ex officio members of University standing committees shall have full voting rights, and except for Deans and Vice Presidents and those administrative staff members to whom the committee reports they shall be eligible to serve as Chair. V.B.3. STUDENTS, Administrative contract staff AND FACULTY may be appointed as consultants to appropriate committees, or have other membership status as set forth in the charge and membership of the committee. Those designated as consultants SHALL do not have voting privileges.
2. **Attendance**

Attendance at all committee meetings is the responsibility of each member. A member may send a substitute to a meeting in order to avoid an absence. Committees shall establish attendance policies at the beginning of each academic year based on the following:

A) For committees that plan to meet once a month or less during the academic year, two absences are permitted before a warning is sent by the chair of the committee. After the third absence, the chair shall declare the seat vacant.

B) For committees that plan to meet two or three times a month during the academic year, four absences are permitted before a warning is sent by the chair of the committee. After the fifth absence the chair shall declare the seat vacant.

C) For committees that plan to meet four or more times a month during the academic year, six absences are permitted before a warning is sent by the chair. After the seventh absence the chair shall declare the seat vacant.

D) These rules shall not apply to ex-officio members of the standing committees.

When the seat is declared vacant, the chair of the committee shall notify the affected member. The member shall have ten class days from receipt of the notice to appeal the decision of the chair, based on the ground that one or more of the absences were excusable. The written appeal shall be filed with the chair and shall state the reasons why the absences were excusable.

The committee shall decide whether to sustain or overturn the chair's decision. If the committee supports the chair's decision by a majority vote (excluding the chair's and affected member's votes), the chair shall inform the affected member and his or her dean, director, chair or supervisor and request a replacement from the appropriate constituent governance groups.

(The sections following this will be renumbered.)

4. **Organization of Standing Committees**

Each standing committee shall elect a chair in April or May before commencement after the election results to fill committee vacancies have been announced at its first meeting of the academic year or request that one be appointed by Com/Com. The chair shall be a current or newly elected or appointed member of the committee excluding ex officio members or any member to whom the committee reports or renders advice. Chairs of ad hoc committees shall normally be designated at the time of appointment of the members. To establish a quorum for the purpose of conducting business, the committee must have in attendance a majority of those members who: (A) have been duly elected or appointed; (B) are qualified to serve and have begun serving by attending at least one meeting; and (C) have neither resigned nor been removed from the committee. The determination of whether a member has begun serving shall be made initially at the beginning of each academic year.

**Proposed Revisions to the Student Code of Conduct**

Mr. Bibb reported that the proposed revisions to the Student Code of Conduct are relatively minor changes to the operation of the judicial system, the University Discipline Committee and informal disposition of student cases.
No. 40-97  Mr. Bibb moved and Mr. Marsh seconded that approval be given to the proposed revisions to the Student Code of Conduct, as outlined in the attached. The motion was approved with no negative votes.

1997-98 Proposed Changes to the Code of Student Conduct

Operation of the Judicial System [C.2.1.b.(2)]

The Vice President for Student Affairs shall determine the type and composition of any Judicial Bodies and the Discipline Committee AND SHALL DESIGNATE THE CHAIRPERSON OF JUDICIAL BODIES AND THE DISCIPLINE COMMITTEE.

University Discipline Committee [C.6.a.(2)a]

Committee Appointments: The University Discipline Committee shall consist of: (a) the chairperson, who shall be a faculty member OR AN ADMINISTRATIVE STAFF MEMBER.

University Discipline Committee [C.6.a.(2)c]

Three faculty members who shall be recommended by the Faculty Senate who shall be appointed by the Vice President for Student Affairs THE SPRING SEMESTER PRIOR TO THE NEXT ACADEMIC YEAR.

Informal Disposition [C.6.b.(2)]

If the Associate Dean of Students, after conferring with a student or organization, and reviewing facts pertaining to the case, decides that suspension or expulsion is a possible sanction, he or she shall refer the case directly to the University Discipline Committee for formal disposition.

Informal Disposition [C.6.b.(3)]

If neither suspension nor expulsion is NOT a possible sanction, and the student wishes to resolve the case informally, the Associate Dean of Students may complete the proceedings with the student present or notify the student or organization in writing of the sanction(s), condition(s) and/or restriction(s) to be imposed. THE STUDENT OR ORGANIZATION SHALL HAVE TWO (2) UNIVERSITY WORKING DAYS FROM THE DATE OF THE FIRST JUDICIAL MEETING TO DECIDE ON THE METHOD OF CASE DISPOSITION.

FINANCIAL AFFAIRS/FACILITIES COMMITTEE

Judge Connally reported that the Committee met on Thursday afternoon and reviewed three action items and four discussion items.

Proposed Improvement Projects To Be Funded

No. 41-97  Judge Connally moved and Mr. Stroh seconded that approval be given to the allocation of residence hall depreciation reserve funds in the amount of $810,000 for completion of the Harshman/Kreischer Renovation.

Residence Life

<table>
<thead>
<tr>
<th>HARSHMAN/KREISCHER PROJECT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Contingency Fund Coverage/ Miscellaneous Change Orders (B)</td>
<td>$110,000.00</td>
</tr>
<tr>
<td>2) Lift Station, Fire Code Issues, Asbestos Abatement, Harshman Locks, Kreischer Heating Changes (C)</td>
<td>$810,000.00</td>
</tr>
</tbody>
</table>
(B) Transfer from completed projects
(C) Additional funding required

The Board Secretary conducted a roll call vote with the following results: Voting "yes"--Mr. Bibb, Judge Connally, Mr. Latta, Mr. Marsh, Ms. Newell, Mr. Stroh. The motion was approved with six affirmative votes.

Proposed Residential College/Living Learning Center and Surcharge

Judge Connally explained that the Residential College/Living Learning Center is a voluntary program for freshmen who wish to take courses in a residence hall setting with other freshmen in the same residence hall. Chapman Hall is the designated site for the 1997-98 academic year, and over 180 students have indicated an interest in participating in this program.

No. 42-97 Judge Connally moved and Mr. Marsh seconded that approval be given to the proposed Residential College/Living Learning Center and surcharge of $275 per semester, effective Fall Semester, 1997, as outlined below.

The Board Secretary conducted a roll call vote with the following results: Voting "yes"--Mr. Bibb, Judge Connally, Mr. Latta, Mr. Marsh, Ms. Newell, Mr. Stroh. The motion was approved with six affirmative votes.

RESIDENTIAL COLLEGE
(LIVING/LEARNING COMMUNITY)

The living/learning community will assemble a group of first-year students together in an environment which fosters active learning under the guidance of outstanding faculty. A special fee of $275/semester will only be assessed to those freshmen who elect to become part of the Living/Learning Community and reside in Chapman Hall, Harshman Quadrangle. The goals of the Residential College/Living Learning Community are:

For Students
- Provide small classes
- Integrate students' intellectual, moral and social lives
- Encourage democracy in the form of students' participation in planning college events
- Allow Jr. and Sr. tutors to provide academic and social support
- Help students adjust to college life by creating a partnership between academic and student-personnel professions
- Enhance recruitment and retention

For Curriculum
- Encourage curricular coherence, continuity and integration
- Contribute to information literacy when multiple classes reinforce the same networked information and communication skills
- Make possible connections between campus and community
- Encourage collaborative learning
- Be organized around central themes, works, issues or questions and provide connections between courses and semesters
- Promote writing, thinking and other communication skills across the curriculum

For Faculty
- Get to know students and teach in ways that attend to varying learning styles
- Help faculty overcome isolation from colleagues by working together on interdisciplinary teams
- Encourage faculty to act as both subject matter specialists, generalists and educators
- Support research in ways that connect to teaching
Judge Connally moved and Mr. Marsh seconded that the President or his designee(s) be authorized to enter into negotiations with the City of Bowling Green for the possible sale of property in the Bowling Green State University Research/Enterprise Park. Any subsequent proposed sale would be presented to the Board of Trustees for its approval.

In response to Mr. Latta’s request for more information, Judge Connally said that the City of Bowling Green is looking into moving the Bowling Green Municipal Court. It is a high volume court so accessibility to the interstate and parking is beneficial. Judge Connally emphasized that this motion only gives the University the right to talk with the city about a possible sale, not actually make the sale. Mr. Latta expressed concern with the word "negotiations" and suggested the word "discussions" instead. Both Judge Connally and Mr. Marsh accepted the change and the resolution was amended to read as follows:

Amended
Judge Connally moved and Mr. Marsh seconded that the President or his designee(s) be authorized to enter into discussions with the City of Bowling Green for the possible sale of property in the Bowling Green State University Research/Enterprise Park. Any subsequent proposed sale would be presented to the Board of Trustees for its approval. The motion was approved with no negative votes.

Judge Connally concluded her report by saying the committee also reviewed the status of state-funded capital improvements, heard an update on the budget, and had a discussion about possibilities of renovation of student union.

OTHER ITEMS
Sponsored Grants and Contracts Awarded: March 1997

Judge Connally moved and Mr. Marsh seconded that grants and/or contracts in the amount of $238,724.80, for the month of March 1997, be accepted and expenditures applicable thereto in that amount be authorized. The motion was approved with no negative votes.

<table>
<thead>
<tr>
<th>Total for Period</th>
<th>Fiscal Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>March</td>
<td>$238,724.80</td>
</tr>
<tr>
<td></td>
<td>$13,566,215.37</td>
</tr>
</tbody>
</table>

BOWLING GREEN STATE UNIVERSITY
COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED
July 1 through Mar. 31
Fiscal Years to Date

<table>
<thead>
<tr>
<th></th>
<th>1995-96</th>
<th>1996-97</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Research</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Federally Sponsored</td>
<td>$1,680,454.00</td>
<td>$1,414,101.00</td>
</tr>
<tr>
<td>B. Privately and State Sponsored</td>
<td>397,814.00</td>
<td>369,287.00</td>
</tr>
<tr>
<td>TOTAL RESEARCH GRANTS</td>
<td>$2,078,268.00</td>
<td>$1,783,388.00</td>
</tr>
<tr>
<td>II. Institutes and Workshops</td>
<td>$ 173,455.00</td>
<td>$ 238,456.00</td>
</tr>
<tr>
<td>III. Public Service Grants and Contracts</td>
<td>1,906,097.60</td>
<td>2,787,687.32</td>
</tr>
<tr>
<td>IV. Program Development &amp; Innovation Grants</td>
<td>1,991,257.44</td>
<td>1,720,773.05</td>
</tr>
<tr>
<td>V. Equipment Grants</td>
<td>64,000.00</td>
<td>253,000.00</td>
</tr>
<tr>
<td>TOTAL SPECIAL PROJECTS GRANTS &amp; CONTRACTS</td>
<td>$6,213,078.04</td>
<td>$5,783,304.37</td>
</tr>
<tr>
<td>VI. Student Aid Grants</td>
<td>7,228,576.00</td>
<td>6,782,911.00</td>
</tr>
<tr>
<td>TOTAL ALL GRANTS &amp; CONTRACTS</td>
<td>$13,441,654.04</td>
<td>$13,566,215.37</td>
</tr>
</tbody>
</table>
R. Darby Williams, Dean, Firelands College

Dr. Williams announced that Firelands College has surpassed its goal of raising $100,000 for its Technology Enhancement Project. He referred the Trustees to a folder containing a report listing the sources of the funds and a report describing the use of the computers purchased from the funds. He added that those faculty who received new computers had to agree to share the applications they learned with others, and that a series of workshops has been scheduled to do this.

Dr. Williams reported that the Firelands Tech Prep Program had received an Ohio Best Practices Award on Wednesday. It was the only Tech Prep Program to be honored and is the flagship Tech Prep Program in the State of Ohio. The Ohio Board of Regents and the Ohio Department of Education have since approached Firelands asking them to be a flagship for a hospitality management Tech Prep Program. Firelands is exploring this program possibility with Cedar Fair.

Dr. Williams explained that Firelands College has kept its enrollment up by not doing things as usual. If it had the same programs and recruited students in the same manner as when he started in 1993, enrollment would be down this year. Instead, Firelands is using new outreach efforts and developing new kinds of programs to maintain and increase its enrollment. This is being done through partnerships and in collaboration with the local community and businesses. Firelands is a member of a six county workforce development consortium and works with Terra Community College to deliver programs in those six counties. Lorain County Community College offers a nursing program on the Firelands campus for people in that area. Firelands works collaboratively with the EHOVE Career Center.

The Tech Prep Program brings high school students to Firelands to complete their last two years of high school on the Firelands campus and allows them to earn college credit for courses taken. Some of the students have acquired 32 hours of college credit during those two years without paying any tuition or fees.

Joseph DeRose, Superintendent of EHOVE Career Center and a member of Firelands College Advisory Board, spoke about the outstanding reputation of the Tech Prep Program. He was in Columbus on Wednesday when the Best Practices Awards were given to 44 school districts in Ohio for partnerships. There were 345 applicants for these awards, and the Tech Prep Program at Firelands was one of the 44 recipients. Further indication of the high caliber of this program is the receipt of a Quality #1 Supplier Rating by Ford Motor Company. About a month ago, some Ford Company personnel, including the person in charge of their educational programs worldwide, visited Firelands and reviewed the Tech Prep curriculum and talked with Firelands faculty and staff about the program; they were so impressed with the program that they presented Firelands with this award. In addition, Governor Voinovich has indicated an interest in seeing the program after the Director of the School-to-Work Program in the state described it to him, and arrangements are being made for a visit in the near future. Mr. DeRose feels that the Tech Prep Program provides a good educational and vocational opportunity for youth today and that he foresees more of these types of programs being developed in the next few years.

Stephen Springer, Vice President of Manufacturing at Industrial Nut and Firelands Advisory Board Member, described his company's partnership with Firelands and experience with a Tech Prep Student. Firelands has been an excellent local learning resource for the workforce at Industrial Nut. Over 50 of the 120 employees have taken courses in total quality management, statistics and computer science through Firelands' Office of Personal and Professional Development. Not only have these employees taken courses on the Firelands Campus but Firelands instructors have taught courses at Industrial Nut. Last year, Mr. Springer was asked to provide a ten-week internship at Industrial Nut for a Tech Prep student. This student, a high school junior proficient in AutoCad, converted mechanical drawings of company utilities onto AutoCad. Because of the success with this student, Industrial Nut will be hiring three more students this summer to conduct statistical process control data experiments for calculating machine capability. This has been a mutually beneficial partnership. The company gains valuable information through the projects the students complete and the students gain some real-life experience in the application of math, statistics, and computer science.

Nick Tyce, a Tech Prep student, talked about his experience in the program. One of the reasons he pursued Tech Prep was his high school classes were not challenging, and he was bored. He has learned much more in his classes at Firelands and has earned about 30 college credits to date. He is not sure if he would have gone to college if it were not for this program. He has had some good job opportunities as a result of Tech Prep. Last summer, he had an internship at Lighting Resources International in Bellevue where he took old drawings of parts and prototype
parts and put them on their AutoCad system. He has been working in the computer lab at Firelands doing maintenance on computers and installing software and has recently gotten a job at Sandusky Limited working on computers there.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Harold Lunde

Dr. Lunde reviewed activities of Faculty Senate since the March Board of Trustees meeting. On April 1, the Faculty Senate elected officers for the 1997-98 year. Dr. Veronica Gold was elected Vice Chair/Chair-Elect and Dr. Judy Adams was elected Secretary. At this meeting, there was extensive discussion and debate on the document, "Department Policies for Annual Review, Merit, Contract Renewal, Promotion and Tenure of Faculty." It is a prototype document that will be given to all departments and used as a basis for their policies on tenure, promotion, etc. The Faculty Senate approved the document at its April 15 on-call meeting and is being implemented at this time. A proposed merit policy and an amended resolution on the proposed faculty salary increase will be on the May 4 Faculty Senate agenda.

The student retention subcommittee of the Teaching Learning Task Force has completed its report and submitted to the President and Provost. Included in that report is a plan for a mentor program for entering freshmen.

Dr. Lunde concluded his remarks by thanking the Board of Trustees for its guidance, friendship and support during the past year.

Undergraduate Student Representative - Tara Gore

Ms. Gore announced that she was re-elected Undergraduate Student Government President for another term. Her new vice president is Chris Tartara.

Ms. Gore is putting together an end-of-the-year folder for Trustees that will provide them with information about some of the major issues students have faced and some of the activities students have been working on this past year. Ms. Gore extended her appreciation to the Board for listening to the students at the April meeting on the free speech issue. She feels that students will be excited about the Student Union renovation plans and report when it is released in the near future.

Graduate Student Representative - Janet Morrison

Ms. Morrison said that graduate students are looking forward to having their own graduation ceremony on Friday, May 9.

She reported that the Student Budget Committee has made a number of recommendations to the University Budget Committee and the Faculty Senate Budget Committee, primarily on the distribution of general fee dollars. Students are not concerned necessarily about the amount of money they spend on the general fee but are tremendously concerned about the distribution of those dollars. In the students' view, too much of that money goes to intercollegiate athletics. There are many important initiatives being undertaken, including the renovation of the Student Union which is a very high priority for students. If another $100+ is going to be added to that fee, it is critical to look at what comes out of those general fee funds. The Student Budget Committee has made a number of recommendations to the Administration and to the budget committees. If there is anything further that the students can do to help the Trustees better understand the issues, John Woods and Tara Gore would be willing to share their insights.

Ms. Morrison concluded her remarks by announcing that Undergraduate Student Government and Graduate Student Senate are co-sponsoring the final Spirit Day of the semester. She also thanked President Ribeau and Vice Presidents Dalton, Middleton and Whipple for their support and thanked the Trustees for the opportunity she has been given to engage in upper-level administrative discussion with them about educational issues.

Firelands College Advisory Board Representative - Patrick Deville

Mr. Deville announced that the Firelands College Commencement is Friday, May 9 and that the Firelands Recognition Banquet was held on April 18. Awards given out at that ceremony were the Distinguished Teacher Award to Marianne Bedee, Lecturer in Mathematics; the Dean's Special Recognition Award to Dr. David Mullin, Assistant Professor of Economics; a Community Service Award to Ruth Frost Parker; and a special Dean's
Recognition Award for the Tech Prep Program. Mr. Deville added that Dean Williams has announced the establishment of scholarships for any outstanding Tech Prep students who choose to continue their college education at Firelands College.

Administrative Staff Representative - Joan Morgan

Dr. Morgan reported on several developments. In working with the University Advancement Office and the Alumni Office, Administrative Staff Council has secured matching funds of up to $5,000 for its scholarship fund. Council plans to start a major fund-raising drive this summer in hopes of increasing funds that will be available for students. This year, Administrative Staff Council plans to give $1500.

Administrative Staff Council continues to negotiate with the Administration on a merit-based performance system and hopes to conclude the project this spring. An ad hoc benefits committee is reviewing the proposed Family Medical Leave Policy that was developed by the three constituent employee groups on campus.

Classified Staff Representative - Pat Kitchen

Ms. Kitchen announced that on May 1 Classified Staff Council will hold its annual Classified Staff Awards Ceremony at which the Outstanding Service Award and scholarship recipients will be announced. Members of Classified Staff Council have developed a brochure that not only welcomes but provides important information to new employees. Noteworthy is the average length of service for classified employees -- 13 years. Classified Staff Council hopes to have its homepage up and running in the next few weeks. Ms. Kitchen extended her appreciation for the opportunity classified staff have been given to serve on search committees and interview candidates for various positions at the University.

EXECUTIVE SESSION

Vice Chair Latta announced that in keeping with the provisions of the state's "sunshine law" and Amended Section 121.22 of the Ohio Revised Code, he proposed that members meet in an executive session for the purpose of considering a public employee matter and conferring with an attorney concerning disputes and pending court action. He requested that members meet in executive session in the Dean's Conference Room with the session expected to last approximately 30 minutes; the regular meeting to be reconvened at that time to take action if necessary and for the purposes of adjournment.

No. 45-97 Mr. Latta moved and Judge Connally seconded that members of the Board of Trustees meet in an executive session to consider a public employee matter and to confer with an attorney concerning disputes and pending court action.

The Board Secretary conducted a roll call vote with the following results: Voting "yes"-- Mr. Bibb, Judge Connally, Mr. Latta, Mr. Marsh, Ms. Newell, Mr. Stroh. The motion was approved with six affirmative votes.

The regular meeting recessed at 11:30 a.m., and the members moved to the Dean's Conference Room for executive session.

Vice Chair Latta reconvened the regular meeting at 12:20 p.m. and announced that members had met in executive session for 50 minutes for the purpose of considering a public employee matter and conferring with an attorney concerning disputes and pending court action. No formal action was taken.

ADJOURNMENT

The meeting was adjourned at 12:22 p.m.