

MINUTES OF MEETING OF BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY
August 16, 1972

A regular meeting of the Board of Regents of Western Kentucky University was held on Wednesday, August 16, 1972, at 2 p. m. , CDT, in the Regents Conference Room, Administration Building, on the Western campus. Vice Chairman Dr. W. R. McCormack presided.

The meeting opened with a prayer of invocation by Dr. John D. Minton, Vice President for Administrative Affairs.

The following members were present:

Dr. W. R. McCormack
Dr. Coy E. Ball
Dr. Lowell H. Harrison
Mr. W. S. Moss, Jr.
Mr. Hugh Poland
Mr. Albert G. Ross

Absent was Mr. Joe L. Travis.

Also present, in addition to Dr. Minton, were Dr. Dero G. Downing, President; Dr. Raymond L. Cravens, Vice President for Academic Affairs and Dean of the Faculties; Mr. Harry K. Largen, Vice President for Business Affairs and Treasurer; Miss Georgia Bates, Secretary for the Board; Dr. Paul B. Cook, Assistant to the President; Dr. Kelly Thompson, President Emeritus of Western and President of the College Heights Foundation; and Mr. William E. Bivin, University Attorney and Director of Legal Area Studies.

The minutes of the special meeting held on June 7, 1972, were presented by the Vice Chairman. Following discussion, Mr. Poland moved, with a second by Dr. Harrison, that the minutes be adopted without a reading inasmuch as copies had been mailed to the members and were found to be in order. The motion carried unanimously.

A series of reports and recommendations from the Vice President for Academic Affairs and Dean of the Faculties, all of which were the culmination of careful deliberation by the appropriate academic officers, University committees, and the President was presented for the consideration of the Board. The full report, having been distributed to the members, follows in condensed form:

1. Report on Eagle University Consortium

On July 17, 1972, Western entered into an agreement with seven other area institutions of higher education for participation in the Eagle University Consortium at Fort Campbell, Kentucky, which will provide on-base educational opportunities for the military, their dependents, and civilian personnel at the Army base at the undergraduate and graduate levels. While Western is assuming certain educational obligations under this agreement, it is possible for participation to be discontinued through formal notification by March 1. It was noted by Vice President Cravens that because of the merits of such program, its continuation on a permanent basis was anticipated. The agreement follows:

EAGLE UNIVERSITY CONSORTIUM AGREEMENT
July 17, 1972

Statement of the Consortium

The following institutions agree to enter into a consortium for the purpose of providing pre-high school, high school, vocational, technical, associate degree, college, and graduate level instruction for the military, dependent, and civilian personnel at Ft. Campbell, Kentucky.

Austin Peay State University
Embry-Riddle Aeronautical University
Ft. Campbell Dependent School System
Middle Tennessee State University
Murray State University
Tennessee State University
University of Kentucky, Hopkinsville Community College
University of Tennessee at Nashville
Western Kentucky University

This consortium will use the unofficial designation of "Eagle University." Eagle University shall have no academic status but shall be dependent on the academic accreditation of participating institutions.

Embry-Riddle Aeronautical University shall be entitled to all benefits of the consortium except that it shall administer its own specialized courses and programs. Embry-Riddle shall establish its own tuition fees for the courses it offers. Courses offered by Embry-Riddle will be limited to aeronautical subjects and those other courses required by its degree programs and not offered through the consortium by another participating institution.

The Education Center at Ft. Campbell, Kentucky, in conjunction with the Ft. Campbell School System, shall be entitled to all benefits of the consortium and shall operate and administer the pre-high school, high school, and vocational programs under existing army regulations.

Eagle University Consortium Board

The Eagle University Consortium Board shall be composed of the Chief Academic Officer of each participating institution and shall have

general purview of the consortium agreement and shall be responsible for establishing academic policies, and for advising the Commanding General and the Director in matters relating to the consortium. The Committee shall elect a chairman and will meet on call of the Commanding General or the Chairman. It has the distinct responsibility to carry out the mandates of the Presidents of the participating members in the delivery of quality courses and programs. The Director shall serve as an ex-officio member of the Board.

Credit Bank Policies

The primary contracting institution will establish a credit bank for the purpose of recording credit earned by individuals enrolled for courses offered by all institutions participating in instructional activities at Eagle University. Enrollment reports, grade reports, and other required records will be furnished on a quarterly basis to all institutions participating in the consortium. Each student enrolled will receive a grade report at the end of the term. One free transcript per student will be provided on a one-time basis.

Acceptance of Credit

Credit earned in courses offered at Eagle University shall be acceptable to all participating institutions of the Eagle University Consortium, without prejudice. Graduation requirements will be as determined by the degree granting institution.

Admission Policies

Undergraduate. Graduates of accredited high schools may be admitted to courses at Eagle University upon presentation of an acceptable transcript of his secondary school record. Should the secondary school not be approved or accredited, the student may be admitted on the passing of an examination as approved by Austin Peay State University. Applicants with acceptable GED scores may be admitted. Applicants may enroll without complete credentials but will be required to withdraw without refund if the application file is not complete within three weeks of registration. Transfer students may be admitted upon receipt of official transcripts showing good standing.

Graduate. Admission to graduate programs shall be determined on the basis of requirements of the individual participating institutions. Admission to graduate courses shall be as determined by agreement of the Consortium Board.

Computation of Fees

Tuition for students enrolled at Eagle University shall be standard and shall be established annually. The primary contracting institution will collect an administrative fee of \$2 per credit hour produced for the purpose of maintaining the credit bank and handling all admissions and collection of fees. This fee shall be subject to change and shall be revised downward as soon as possible. Part of the standard tuition shall be used to create a restricted fund maintained at the primary contracting institution and held in the name of Eagle University. The purpose of this restricted fund shall be to reimburse the participating institutions for travel costs incurred by instructors.

Mileage and travel time will be reimbursed, as mutually agreed upon by the consortium, but will not exceed the highest rates (mileage and/or travel time) of any given consortium participant. Payment for undergraduate hours produced shall be made to the participating institutions by the primary contracting institution at the prevailing rate per

quarter or semester hour. Payments for graduate hours produced shall be as agreed upon by the Consortium Board.

Administrative Structure

The administrative structure is described in Appendix A and consists of one director, one assistant director, two program coordinators, four administrative assistants, and four academic advisors.

Job Descriptions

Director. The Director of Eagle University shall serve as Chief Academic and Administrative Official and will report directly to the Commanding General. He will serve as liaison between the Commanding General and officials of all institutions participating in the consortium. He shall be responsible for the implementation of academic policies as established by the board relative to programs and courses offered by participating institutions and for the arrangement of schedules for each term. He is charged with the responsibility of determining an equitable institutional participation at all levels of instruction. He is responsible for the preparation of an annual budget and with authorizing the distribution of all monies. He is further charged with the responsibility of verifying financial requests by all consortium participants. The Director shall have the responsibility of securing the services of all academic advisors as listed on the organizational table and for arranging their work schedules. In consultation with the rest of the professional staff and advisors, he shall be responsible for reviewing and submitting recommendations to the board concerning the fee structure as necessary to produce the strongest possible academic program. The Director shall be responsible for reviewing applicants for the positions of assistant director, program coordinator, and academic advisor, and shall make recommendations to the Commanding General concerning the employment of individuals for these positions. The Director shall be responsible for routine and regular evaluation of the educational and administrative program and is charged with the responsibility of promoting standards to exceed the minimum requirements of the Southern Association of Colleges and Schools. The Director shall represent "Eagle University" at all appropriate educational meetings and shall be responsible for attending meetings on other military posts and reservations when requested and required. The Director shall be responsible for submitting a routine quarterly report to the Commanding General, the Consortium Board, and to all participating institutions, and all governing boards, if required. In addition, he is responsible for supplying necessary data for the preparation of required reports of the United States Army and the Education Branch, Ft. Campbell, Kentucky. The Director is also responsible for such duties as directed by the Eagle University Consortium Board and the Commanding General.

Assistant Director. The Assistant Director shall be operationally responsible for routine operation and management of existing educational programs. Program Coordinators 1 and 2 shall report to the Assistant Director activities within their areas of responsibility. The Assistant Director shall be responsible for scheduling and securing appropriate instructional facilities and for providing specific instructional facilities as needed by unique academic programs. He shall serve as the Chief Executive Operational Officer and shall be responsible for routine relations with the primary contracting institution with regard to registration, collection of fees, changes in schedules, student requests, class rolls, grade cards, transcript requests, etc. He shall be responsible for maintaining regular communications with the Education Center, Ft. Campbell, Kentucky, with respect to counseling, student advisement, testing, and transcript evaluation. The Assistant Director is responsible for coordinating specific library requests from participating institutions

with the Sink Library, Ft. Campbell, Kentucky. He shall also be responsible for preparing examination schedules and coordinating absences of instructors and students. The Assistant Director shall be responsible for the notification of class members in the event of an instructor's absence and if military requirements necessitate the postponing of classes, the Assistant Director shall be responsible for notifying the instructor of the class and making appropriate arrangements for rescheduling the class at a later time. The Assistant Director is also responsible for such additional duties as indicated by the Director.

Program Coordinators. The Program Coordinators shall be responsible directly to the Assistant Director for routine reports regarding program development and coordination. They are charged with the responsibility of coordinating the development of programs of study within their respective areas of responsibility as indicated on the organizational chart. They are further responsible for the maintenance for current course syllabi of the various consortium members relative to instruction occurring within their respected areas. Program Coordinator 1 is primarily responsible for implementing pre-high school, high school, vocational, and associate degree programs. Program Coordinator 2 is primarily responsible for baccalaureate and for graduate level academic programs. Program Coordinators 1 and 2 shall utilize the services of academic advisors as listed in the organizational table for assistance in the development of academic and vocational programs in their areas of specific responsibility and shall continually reassess and revise programs for future academic terms. Program Coordinators shall be responsible for routine assessment of instruction and shall, through the Director, maintain a continuous dialogue with Academic Affairs offices of participating institutions. The Program Coordinators are charged with responsibility of developing methods of providing student input with regard to program efficiency and appropriateness and shall be responsible for developing a procedure of student evaluation of instruction. The Program Coordinators are also responsible for such additional duties as indicated by the Director.

Administrative Assistant (Secretary). The Administrative Assistant shall be responsible for routine clerical duties and is responsible for preparing routine office reports and required statistical data to the Education Branch, Ft. Campbell, and to the Commanding General's office. Administrative Assistants are responsible for typing and dictation. The Administrative Assistant to the Director shall be responsible for coordination of visits by military and civilian personnel and with the assistance of the Administrative Assistant to the Assistant Director shall schedule arrangements for academic advisors and visitor's itineraries. The Administrative Assistant is also responsible for such additional duties as indicated by the Director.

Academic Advisors. The Academic Advisors as listed in the organizational chart shall be responsible for assisting the appropriate Program Coordinator with the development of educational and vocational programs and shall be available for periodical reviews of programs and for assisting the program coordinators in recycling input for the preparation of new programs. His services shall be open to call of the Director. The Academic Advisors are also responsible for such additional duties as indicated by the Director.

Salaries and Employment Procedures

The primary contracting institution shall nominate a Director for approval by the Commanding General. Each of the other consortium participants shall nominate individuals for positions as directed by the

organizational chart and shall submit these nominations to the Director who shall in turn recommend to the Commanding General. Maximum salaries for the term of the 12 months contract are as follows: Director, \$23,000; Assistant Director, \$18,000; Program Coordinators, \$16,000; Administrative Assistant to the Director, \$6,300; Administrative Assistants to the Assistant Director and Program Coordinators, \$5,900; Academic Advisors, \$75 per day plus travel expenses.

Textbook Policy

Each participating institution shall be responsible each term for making arrangements to provide textbooks for the courses which are offered by their faculty members. The textbooks may be sold by the instructor or may be placed in the post exchange on consignment.

Library Policies

Students enrolling at Eagle University shall have the privilege of utilizing the library facilities of all participating institutions. The primary contracting institution shall distribute a list of social security numbers for all enrollees by quarter to each participating institution's library. This list when compared with the military identification card can serve to identify the individual as an enrollee of Eagle University.

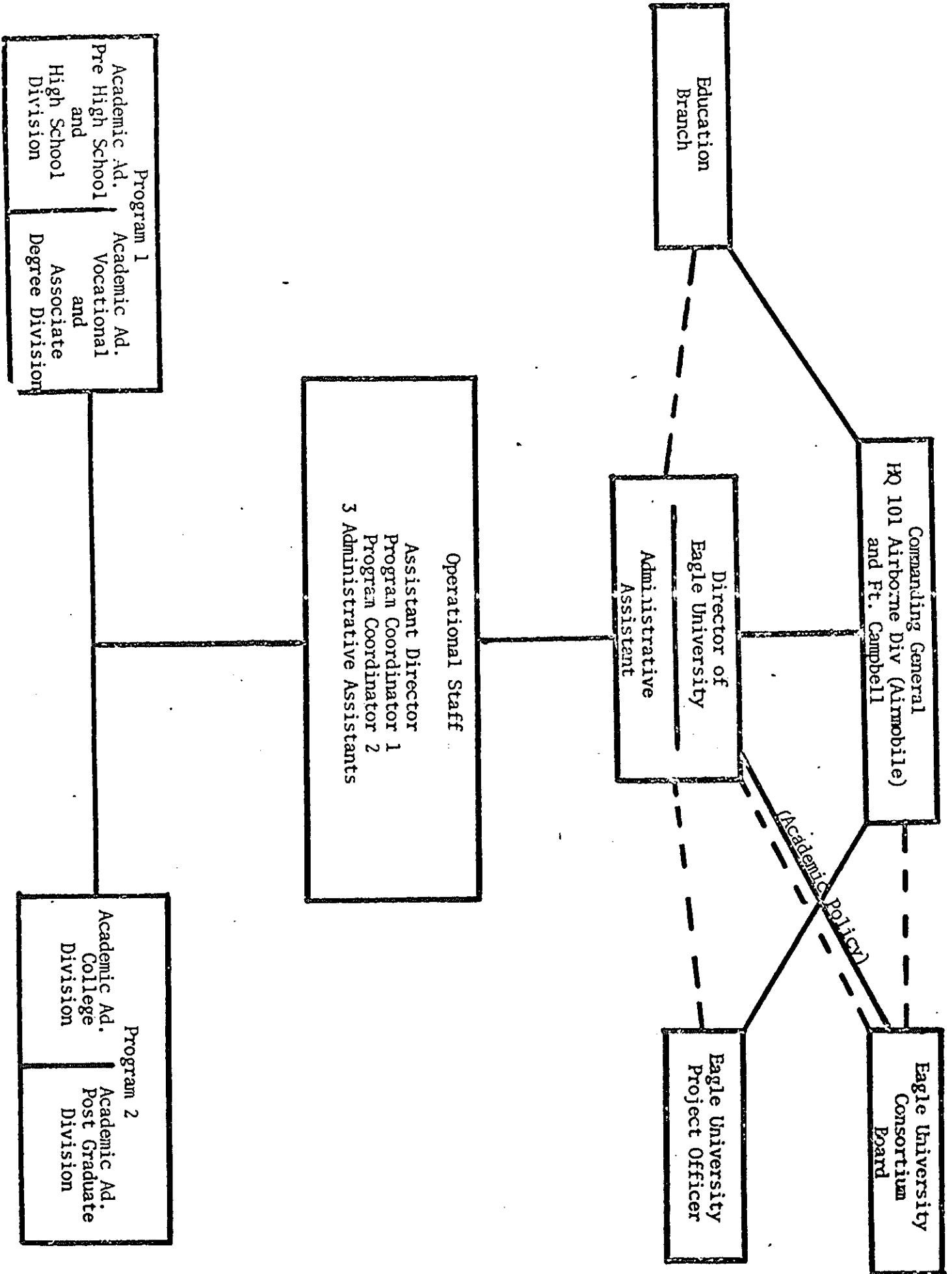
Facilities and Supporting Equipment

The Commanding General of the 101 Airborne Division (Air-mobile) and Fort Campbell, Fort Campbell, Kentucky, having invited the organization of this consortium arrangement, agrees to furnish classrooms and supporting equipment necessary to provide on-post educational opportunities for the military, their dependents, and the civilian personnel at Fort Campbell, Kentucky.

Termination of Participation

The consortium arrangement is indeterminant in length but individual members may terminate their consortium participation upon written notice to the Chairman of the Consortium Board on or before March 1 for the ensuing academic year.

(Secretary's note: The organizational chart to which the Eagle University Consortium Agreement makes reference follows on Page 7.)



In the discussion which followed, President Downing stated he felt that Western had an opportunity to coordinate its efforts with other highly respected area universities in providing a meaningful, quality education for deserving people without jeopardizing in any way funds which are allocated for other purposes on the Western campus or in any way weakening the University's human resources.

As a part of the discussion of the Eagle University Consortium Agreement, the following special guidelines for graduate course offerings recently adopted by the Graduate Council were noted. The guidelines are applicable to courses offered through the Consortium, as well as courses offered at Western and in other settings under the auspices of the Graduate College:

GUIDELINES FOR GRADUATE COURSE OFFERINGS

The Graduate College will be the responsible administrative unit for determining whether a course may be offered for residence graduate credit. In making the determination, it will use the following guidelines:

1. All graduate students receiving residence credit are to be regularly enrolled on the campus of the institution granting the course credit and must be admitted to a recognized status of graduate student under the instruction of faculty members having appropriate status in the Graduate College.
2. The graduate faculty member, with the approval of the graduate dean and other appropriate officials at his institution, determines and controls the standards and instructional settings of all graduate courses under his jurisdiction. The objectives of a course or of individual assignments or projects thereof determine the time and place of class meetings.
3. Courses of study for which residence credit is awarded may be offered in the traditional campus setting, in appropriate college settings elsewhere, or in a laboratory or educational environment uniquely complementary to the class being offered. In the latter instances the majority of students enrolled shall have been admitted to a graduate degree program designed and regulated by the appropriate academic unit at the University and all requirements of instructional and library resources shall be met.
4. Graduate courses involving travel-study, field work, or a substantial number of meetings away from the campus will be reviewed by the graduate dean, the dean of the college, and the department head to insure that the instructional setting and library resources are adequate to meet all established requirements and to determine the type of credit to be granted.

Following discussion and upon the President's recommendation, Dr. Ball moved the ratification of Western's participation in the Eagle University

Consortium Agreement and adoption of the guidelines for graduate course offerings approved by the Graduate Council on August 1, 1972. The motion was seconded by Dr. Harrison and carried unanimously.

2. The second and final part in the series of reports and recommendations from the Vice President for Academic Affairs and Dean of the Faculties consisted of the following personnel recommendations:

a. Appointment of Dr. James M. Heldman as Head of the Department of English, effective August 16, 1972. Dr. Heldman replaces Dr. Willson E. Wood, who will remain in the Department of English in his professorial position.

b. Naming of Dr. Richard L. Troutman as Head of the Department of History, effective August 16, 1972. Dr. Troutman replaces Dr. J. Crawford Crowe, who has assumed the position of Coordinator of Resource Development for the Kentucky Library and Professor of Kentucky History within the Department of History.

c. Designation of Dr. Earl Wassom, Assistant Dean of Academic Services, as Director of Library Services. Also retaining his present position, Dr. Wassom succeeds Miss Sara Tyler, who has been named University Archivist.

d. Naming of Dr. Joy M. Kirchner as Coordinator of Allied Health Programs in the College of Applied Arts and Health, effective August 16, 1972. In addition to this new responsibility, Dr. Kirchner will continue as Professor of Health and Safety.

e. Naming of Mrs. Patricia W. Custead as Director of Library Technical Services for the University libraries, effective August 16, 1972. It was further recommended that Mr. A. Ferdinand Engel's position in Library Services be changed from Head Acquisitions Librarian to Bibliographer, effective August 16, 1972.

f. Naming of Dr. Vernon Martin, Head of the Department of Government, as Coordinator of Public Service Programs. Dr. Martin will work with the various departments in several colleges which offer options under the Administrative Services baccalaureate degree

program and the Master of Public Service graduate program. Dr. Martin would retain the headship of the Department of Government.

g. Naming of Mr. Hugh L. Rider to the position of Program Coordinator, Eagle University, effective August 21, 1972.

h. Promotion of Mr. James E. Sanders from Instructor to Assistant Professor, Department of Elementary Education.

i. Granting of tenure to Dr. Carroll G. Wells, Associate Professor of Mathematics, effective with the 1972-73 appointment.

j. Granting of regular faculty rank to the following members of the administrative faculty:

(1) Mrs. Lucy M. Ritter - Associate Instructor
Department of Nursing

(2) Mr. Barry Steen - Instructor
Department of Health and Safety

Upon Dr. Downing's recommendation, Mr. Ross moved approval of the personnel changes as outlined above. The motion was seconded by Mr. Moss and following discussion, carried unanimously.

A revision in the composition of the Academic Council was recommended by the President. He stated that membership on the Council has been revised periodically by action of the Board of Regents since October 4, 1966, when the Board approved the charter of that body, with one of the most recent revisions having been approved on August 5, 1970, by the adding of student representatives of each of the colleges as non-voting members and voting privileges being extended to the President and Vice President of Associated Students. He added that greater student participation had achieved the intended purpose of providing student viewpoints and reactions and that the contribution made by students have been both constructive and positive. As a result, he stated that the Academic Council had recommended to him that the representative elected from each of the six colleges be given voting privileges, thereby increasing the number of student votes on the Academic Council from two (2) to eight (8).

In considering the Associate Membership category of the Council which includes certain individuals who play important roles in University

affairs, such as, among others, the Vice President for Administrative Affairs and the Vice President for Business Affairs, Dr. Downing stated that in his opinion the following recommendation to the Board was both appropriate and consistent: Student membership on the Academic Council be increased from eight (8) to nine (9), with the six elected representatives from the colleges serving as voting members and the President and two Vice Presidents (one Vice Presidency having been created since August, 1970) of Associated Students being designated as Associate Members.

In the discussion which followed, Dr. Harrison stated that the present qualification for faculty membership on the Academic Council reads: "Any tenured faculty member is eligible for membership on the Academic Council. Faculty members who do not have tenure must hold the rank of associate or full professor and must have been a member of the faculty for two full academic years."

Dr. Harrison proposed that the above statement of qualification be replaced by the following: "Membership on the Academic Council is open to any full-time faculty member who has completed two years of service at Western." He explained that the revised qualification would make a much larger percentage of faculty eligible for membership, thereby contributing to the feeling of the junior members of being "more a part" of the University.

Upon the President's recommendation for full support of both proposals, the motion for approval of the revisions in the composition of the Academic Council as outlined above was made by Mr. Ross, with a second by Mr. Poland. After further discussion, the motion carried unanimously.

Personnel changes subsequent to June 7, 1972, were presented by the Vice Chairman. After discussion and upon Dr. Downing's recommendation, Mr. Poland moved for approval of the personnel changes which follows. The motion was seconded by Dr. Ball and carried unanimously:

NEW FACULTY

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>		
Dental Hygiene: Sherralyn S. Cox	\$ 9,400	8/16/72
Health and Safety: Dr. Robert Allen Baum	11,500	1972-73 school year; \$12,000 with doctorate
Dr. June D. Gorski	12,800	8/16/72
Home Economics and Family Living:		
Mrs. Shirley O. Gibbs	10,770	8/16/72
Mrs. Frances Haydon	3,000	1972 fall semester only
<u>Bowling Green College of Business and Public Affairs</u>		
Business Education and Office Administration:		
Mrs. Georgia Miller	11,200	8/16/72; \$11,800 with doctorate
Sociology and Anthropology:		
Mrs. Duane Andrews	11,000	8/16/72
Dr. James W. Grimm	13,800	8/16/72
<u>College of Education</u>		
Educational Research:		
Dr. Nathaniel A. Sheppard	17,760	8/1/72; Assistant Director of Educational Research and Assistant Director of Center for Career and Vocational Teacher Education; straight 12-months basis
Center for Career and Vocational Teacher Education:		
Mrs. Evelyn D. Miller	10,500	8/16/72-6/30/73 (\$1,000 per month)
Counselor Education:		
Mrs. Alma Faye Robinson	11,900	8/16/72; \$12,500 with doctorate
Educational Foundations and Curriculum:		
Dr. Carl Kreisler	16,880	8/16/72
Industrial Education and Technology:		
Anthony W. Sroka	12,600	8/16/72
T. Norman Tomazic	13,200	8/16/72; \$13,800 with doctorate
Dr. Edward C. Hein	13,440	8/16/72; 1-year appointment
Jones-Jaggers Laboratory School:		
Kay L. Cunningham	9,600	8/16/72; kindergarten teacher

NEW FACULTY
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Education (continued)</u>		
Physical Education and Recreation:		
Thomas Charles Damron	\$ 8,600	8/16/72; assistant intramural director and instructor of recreation (10-months basis)
Shirley A. Laney	11,600	8/16/72; \$12,200 with doctorate
Joanne Verner	9,500	8/16/72
Elementary Education:		
Mrs. Rhoda A. Green	3,750	8/16/72; 1972 fall semester only
<u>Ogden College of Science and Technology</u>		
Agriculture:		
Jay Michael Bucy	12,500	8/16/72; 12-months basis
Physics and Astronomy:		
Dr. Thomas P. Coohill	13,800	8/16/72
Richard L. Hackney	11,000	8/16/72; \$11,600 with doctorate
<u>Potter College of Arts and Humanities</u>		
English:		
Dr. James M. Heldman	21,108	7/24/72; Head of Department; straight 12-months basis
Mrs. Frances H. Fields	9,000	8/16/72; faculty status changed from part time to full time
Mass Communications:		
Freddie Wayne McCoy	8,000	8/16/72; temporary 10-months position
Dale R. Wicklander	11,400	8/16/72; 1-year appointment; \$12,000 with doctorate
Music:		
Dr. Barbara Ferrell Hill	11,860	8/16/72
Philosophy and Religion:		
Larry D. Mayhew	9,600	8/16/72
Jeffrey H. Wattles	10,000	8/16/72; \$10,600 with doctorate
<u>Academic Affairs</u>		
Eagle University Consortium:		
Hugh L. Rider	14,400	8/21/72; Program Coordinator; straight 12-months basis
University Counseling Services Center:		
Gustave Paul Kiewra	10,700	8/16/72; will teach one class in Counselor Education; \$11,500 with doctorate
<u>Academic Services</u>		
Kentucky Library and Museum:		
William H. Brynes	10,120	9/1/72; Coordinator of Museum Programs; 12-months basis

NEW STAFF

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>		
Health Services:		
Mrs. Dorothy E. Parr	\$ 4,400	7/1/72; staff nurse; 11-months basis
<u>Business Affairs</u>		
Accounts and Budgetary Control:		
James E. Clark	11,004	9/1/72; Chief Cashier; 12-months basis
Purchasing:		
Larry T. Kittinger	7,608	8/1/72; junior buyer; 12-months basis
<u>College Heights Foundation</u>		
John E. Willis	9,000	8/14/72; Director, Financial Control and Accounting; 12-months basis
<u>Administrative Affairs</u>		
Student Affairs:		
Dormitory Directors		
Donna Olver	2,200	8/16/72; Assistant Director of Central Hall; 9-months basis
Donald L. Dranell	2,600	8/16/72; Director of Douglas Keen Hall; 9-months basis
Jan Neil Akers	2,200	8/16/72; Assistant Director of Douglas Keen Hall; served as Assistant Director of Barnes-Campbell Hall for period 6/8-8/14/72; 9-months basis
Ken Krick	2,200	8/16/72; Assistant Director of Pearce-Ford Tower; 9-months basis
Robert W. Scales, Jr.	2,200	8/16/72; Assistant Director of Bemis Lawrence Hall; 9-months basis
Cheerleader Programs		
Mary Elizabeth Keeton	1,500	8/16/72; adviser and coordinator
University Center:		
Kenneth Edward Graham	2,000	8/16/72; student assistant; 9-months basis
William Darrell Lamb	2,000	8/16/72; " "
Mary Joyce French	2,000	8/16/72; " "
Mitchell H. Payne	2,000	8/16/72; " "
Daniel Joe Wilson	2,000	8/16/72; " "
<u>Secretarial and Clerical Staff</u>		
College of Applied Arts and Health:		
Mrs. Janice F. Bynum	5,100	8/1/72; 12-months basis
Mrs. Dian N. Smith	4,080	7/25/72; 12-months basis
Dental Hygiene:		
Teresa S. Simpson	3,740	7/24/72; 11-months basis
Secondary Education (Student Teaching):		
Mrs. Janet C. McGregor	3,773	8/14/72; 11-months basis
Office of the Registrar:		
Patricia A. Alexander	4,080	8/7/72; 12-months basis

NEW STAFF
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Secretarial and Clerical Staff (continued)</u>		
Business Education and Office Administration:		
Medora Ann Woodward	\$ 3,740	6/21/72; 11-months basis
Educational Research:		
Mrs. Glenda M. Courtney	3,740	6/22/72; 11-months basis
Graduate College:		
Doris J. Henderson	4,080	7/1/72; general clerk; 12-months basis
Hardin Planetarium:		
Mrs. Alice Martin Jones	4,260	8/16/72; 12-months basis
Mathematics:		
Mrs. J. Maxine Worthington	4,015	8/21/72; 12-months basis
Philosophy and Religion:		
Mrs. Rose Mary Rudy Sears	3,740	8/21/72; 11-months basis
University Archivist Office:		
Mrs. Marilyn L. Schieferdecker	4,080	7/17/72; 12-months basis
Division of Library Services:		
Paul Wallas Witten	5,208	8/16/72; Media Retrieval Center Coordinator; 12-months basis
Doris Mae Smith	3,888	8/16/72; clerical assistant; 12 months
Mrs. Diana D. Morgan	3,888	8/16/72; " "
Mrs. Anne C. Malone	3,888	7/24/72; " "
Mrs. Karen S. Wolf	3,888	6/15/72; " "
Mrs. Linda R. Cowles	4,080	7/10/72; administrative secretary; Educational Resources Center; 12-months basis
Institutional Research:		
Mrs. Edith Parker	4,080	8/7/72; 12-months basis
Academic Affairs:		
Elizabeth A. Wilson	5,220	7/1/72; 12-months basis
Eagle University Consortium:		
Patricia L. Robinson	5,508	8/16/72; half time 7/25-8/15/72; 12-months basis
Center for Intercultural Studies:		
Brenda D. Smallwood	4,260	8/14/72; 12-months basis
Health and Safety:		
Mrs. Joyce E. Snodgrass	3,773	8/15/72; 11-months basis
Admissions Office:		
Mrs. Patty Cox Wilson	324 per month	June, July, and August, 1972; temporary position
Business Affairs:		
Mrs. Lizabeth L. Fields	3,888	7/5/72; centrex operator; 12-months basis

NEW STAFF
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Secretarial and Clerical Staff (continued)</u>		
Student Financial Aid:		
Mrs. Dorothy P. Hall	\$ 4,680	8/1/72; general clerk; 12-months basis
Mrs. Susan S. Carroll	4,116	8/16/72; general clerk, " "
Mrs. Renai C. Richey	4,116	8/15/72; administrative secretary; 12-months basis
College Heights Bookstore:		
Mrs. Margie S. Gibson	3,828	8/1/72; general clerk; 12-months basis
Mrs. Inga Sue Minton	3,888	7/26/72; secretary; 12-months basis

FACULTY RETURNING FROM PREFERENTIAL STATUS

Department of Speech and Theatre:		
Don W. Combs	10,600	1/1/73

FACULTY AND STAFF REAPPOINTMENTS

College of Education:		
Dr. Kenneth Estes	18,645	8/16/72; continue as Director of Laboratory Experiences and teach half time in Department of Secondary Education; straight 12-months basis
Music:		
Wayland D. Rogers	9,524	1972-73 school year
Student Affairs (Dormitory Directors)		
Linda Winstead	2,400	8/16/72; Assistant Director of Rodes-Harlin Hall; 9-months basis
Sharon E. Buchanon	2,800	8/16/72; Director of South Hall; 9-months basis
Elementary Education:		
Mrs. Carolyn Houk	8,200	1972-73 school year; Special Education

FACULTY REASSIGNMENTS

College of Applied Arts and Health:		
Dr. Joy M. Kirchner	No change	8/16/72; reassigned from Health and Safety to position of Coordinator of Allied Health Programs; will continue to teach one class in Health and Safety
Psychology:		
Mrs. Lois Layne	Salary adjusted upward \$1,560 for fall semester	Changed from half time to three-fourths time for fall semester

FACULTY REASSIGNMENTS
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
Potter College of Arts and Humanities: Dr. Ernest Eugene Hall	\$ 14,500*	Reassigned from Speech and Theatre to Staff Assistant in Office of Dean of Potter College for 1972-73 school year. *Plus \$1,000 administrative honorarium and one-half summer stipend
Department of History: Dr. Richard L. Troutman	19,440	8/16/72; Head of Department; straight 12-months basis

CLERICAL PROMOTIONS OR REASSIGNMENTS

Bowling Green College of Business and Public Affairs: Christina E. Perkins	4,800	8/7/72; reassigned from Secondary Education to principal secretary in College of Business and Public Affairs; 12-months basis
Business Administration: Mrs. June Lee Webb	4,103	8/21/72; reassigned to Business Administration because of expiration of Teacher Corps Grant; 11-months basis
Sociology and Anthropology: Linda Jean Logan	360 per month	6/1/72; position of administrative aide continued through 12/31/72
Biology: Mrs. Carol A. Davis	No change	7/17/72; transferred from Educational Research to Biology
Mrs. Rosemary Crennel	4,180	8/1/72; promoted to senior secretary in Department of Biology; 11-months basis
Library Services: Mrs. Jean Carol Crombis	4,200	8/16/72; reassigned to position of secretary to Director of Library Educational Services; 12-months basis
Mrs. Sandra Stearns	4,236	8/16/72; changed from Gordon Wilson Hall to Graduate Center and from 11-months to 12-months basis
Business Affairs: Mrs. Linda G. Vincent	4,272	7/15/72; promoted from centrex operator to accounts clerk; 12-months basis

PART-TIME FACULTY

Kentucky Library: Mrs. Eunice F. Wells	4,800	8/16/72; half-time position
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LEAVE OF ABSENCE

<u>Name</u>	<u>Effective Date and Remarks</u>
Home Economics and Family Living: Mrs. Helen S. Kelley	1972 fall semester; illness of daughter

PREFERENTIAL STATUS

Music: Mrs. Ruth T. Morriss	8/15/72; returning to graduate school
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RESIGNATIONS

Accounting: Edward S. Schwan	8/16/72; declined appointment
Health and Safety: Robert A. Schloss	8/15/72
Counselor Education: Dr. J. Bruce Wilson	8/15/72
Industrial Education and Technology: Dr. Arvid W. Van Dyke	8/15/72
Cemrel and Secondary Education: Dr. M. David Alexander	9/1/72
Dormitory Director: Patrick Meacham	5/15/72; Assistant Director, Bemis Lawrence Hall
Secretarial and Clerical: Mrs. Betty Liles Linda Hurst Anna Sue Harris Mrs. Ann B. McGuire Mrs. Mary Ann Hext Mrs. Betty Thurman Mrs. Wanda Lowery Mrs. Susan G. Givens Mrs. Suzanne H. Fitch Mrs. Joanne Johnson Mrs. Bonita Williams Mrs. Eva Whittle Mrs. Patsy Hammond Mrs. Joy G. Mahoney Mrs. Martha Hendershot Mrs. Loretta F. Byrun Mrs. Phyllis C. Brashear Mrs. Jo Ann Ashley Mrs. Bonnie Hape Mrs. Brenda VanCleave	7/11/72; College of Applied Arts and Health 7/21/72; Dental Hygiene 8/15/72; Health and Safety 8/7/72; Bowling Green College of Business and Public Affairs 9/2/72; Business Administration 7/7/72; Business Education and Office Administration 8/4/72; Philosophy and Religion 8/4/72; Biology 8/16/72; Hardin Planetarium 7/21/72; Library Services 8/15/72; Library Services 6/30/72; Academic Affairs 6/23/72; College Heights Bookstore 7/4/72; Correspondence Studies 7/10/72; Computer Center 8/4/72; Health and Safety 7/31/72; Business Affairs 8/22/72; Student Financial Aid 8/9/72; Institutional Research 7/18/72; Library Services
Adult Education: Mrs. Ray V. Clarke	8/15/72

President Downing reminded the Board that the 1972-73 Operating Budget adopted by the Board of Regents on June 9, 1972, made no specific provisions for funds to be allocated for special programs and activities which are planned and jointly sponsored by the Office of Student Affairs and the Associated Students. It was pointed out at that time, he added, that sufficient flexibility existed in the operating budget so that consideration could be given to the plan decided upon at a later date. Based on consultation with the Vice President for Administrative Affairs, the Dean of Student Affairs, the Vice President for Business Affairs, and other appropriate University officials, the President recommended that--

1. The University continue to provide a reasonable level of financial support for special programs and activities planned and sponsored jointly by the Office of Student Affairs and the Associated Students and that funds in the amount of \$52,000 be allocated for these purposes.

2. To help defray the cost of this program, a special fee of \$1.50 continue to be charged all full-time students. This special fee will be in accordance with earlier Board authorization and will be collected at the time of registration each semester of the regular school year.

3. The allocation of funds will be made to the Office of Student Affairs with clearly defined responsibilities for the administration of the funds. Contracts for concerts, dances, festivals, and similar programs are to be drawn with Western Kentucky University as a contracting agency. All such contracts are to be signed by the Dean of Student Affairs as the official representative of the University. Payment for services or pay vouchers for other purposes must have the approval and the signed authorization of the Dean of Student Affairs.

Following discussion, Mr. Moss moved approval of the President's recommendation for revision or supplement to the 1972-73 Operating Budget as outlined above. The motion was seconded by Mr. Poland, and the roll-call vote was as follows:

Aye: McCormack, Ball, Harrison, Moss, Poland, Ross

Nay: None

A comprehensive report outlining proposed revisions in the regulations and policies governing registration and use of vehicles on the University campus was presented by the President. He commended the Parking and Traffic Committee, which is made up of faculty, staff, and students representing all segments of the University, for the professional manner with which each of the significant points involved had been considered and for the thoroughness which characterized the report. Included in the revised regulations and policies was the recommendation for an annual motor vehicle registration fee and administrative charge of \$5.00 for members of the faculty, staff, and student body. In endorsing the recommendation, Dr. Downing stated that the nominal fee assessed would be used to help defray part of the expense involved in the parking and traffic program. (Secretary's note: The full report, having been presented to the Board members as an exhibit, is not being made a part of the minutes but will be maintained in the official files of the Board.)

After discussion, Mr. Poland moved the adoption of the revised regulations and policies governing registration and use of motor vehicles on the University campus to become effective with the opening of the 1972-73 school year. The motion was seconded by Mr. Ross and carried unanimously.

The next item on the agenda was a proposed revision in the fee schedules for extension classes and for correspondence courses. President Downing stated it was both appropriate and consistent that the fees, which are at different levels, be brought in line with the entrance or registration fee for students in attendance at Western. Upon his recommendation, Mr. Moss moved adoption of the following resolution:

RESOLUTION

WHEREAS, the Board of Regents in a meeting on April 19, 1972, approved an entrance or registration fee which may be charged and exacted for admission to Western Kentucky University for the fall term, 1972, and the fall term, 1973; and

WHEREAS, a separate fee schedule was adopted for correspondence studies courses on August 4, 1967, and a separate fee schedule was adopted on October 14, 1970, for extension classes or classes which are taught off campus;

NOW, THEREFORE, the Board of Regents of Western Kentucky University does hereby resolve that the registration fee for college

level courses in correspondence studies and the registration fee for extension classes or classes which are taught off campus be established in accordance with the fees adopted for part-time students on April 19, 1972, such schedule being attached and made a part of this Resolution by reference.

Adopted this 16th day of August, 1972.

REGISTRATION FEES WHICH MAY BE CHARGED AND EXACTED
FOR EXTENSION CLASSES OR CLASSES TAUGHT OFF CAMPUS
AND FOR COLLEGE LEVEL CORRESPONDENCE COURSES

	<u>Undergraduate</u>	<u>Graduate</u>
Effective Fall Term, 1972		
Per Credit Hour Fees for Resident Students	\$ 15.00	\$ 22.00
Per Credit Hour Fees for Nonresident Students	37.00	50.00
Effective Fall Term, 1973		
Per Credit Hour Fees for Resident Students	18.00	27.00
Per Credit Hour Fees for Nonresident Students	40.00	56.00

The motion was seconded by Mr. Poland; and following discussion, it carried unanimously.

A statement of policy for the administration of grants and contracts, copies of which had been mailed to the Board members prior to the meeting, was presented and recommended by the President. He stated that the policy, which had required the attention of a committee over a considerable length of time, represented University-wide consensus as to guidelines that should be followed in the application, acceptance, and administration of such funds.

The statement of policy follows:

ADMINISTRATION OF EXTERNALLY FUNDED PROJECTS
Introduction

As a center of learning, Western Kentucky University encourages faculty members to engage in scholarly and service activities which are consistent with the University's educational mission and its established programs. Whenever possible, such activities should complement the instructional program and in all cases they must relate to the faculty member's area of professional expertise. Research and service activities which are funded through external grants and contracts require special approval by University officials to insure that there will be no conflict with regularly assigned responsibilities of the faculty member to the students, the department, the college or the University.

Participation in Funded Projects. --Participation in funded research or project activity may be authorized by Western Kentucky University. Kentucky statutes state in relation to Federal funding the following:

164.288 Power of University and State Colleges to Accept Federal Aid. Any of the state colleges or the University of Kentucky or the state on behalf of any of the colleges or the university may accept federal aid in the form of services, equipment, supplies, materials or funds by way of gift, grant or loan for the purpose of higher education including student loans. Any of the state colleges or the university acting through its president or its governing board is hereby authorized to receive such services, equipment, supplies, materials and funds as are now available or may be made available.

The decision to participate in funded projects must take into consideration several factors. Competing demands for faculty time in the areas of teaching, research, and public service are indicative of the seriousness of the decisions which must be made in relation to securing outside funding. Care must be taken by the department head and the dean of each college to assure that participation in funded project activity does not detract from responsibilities to the student.

Grants and Contracts Sought by Western Kentucky University. -- Grants and contracts sought by Western Kentucky University include grants for the construction of academic facilities, for instructional equipment, for direct loans and grants to students, for program development and enrichment, and grants to support basic and applied research. Cooperative relationships which show promise of developing programs of benefit to the public are encouraged. Before proposal activity is undertaken, projects should be discussed with the department head, the dean of the college, and office of the Dean of Academic Services. Preliminary discussions by the faculty with the Dean of Academic Services are encouraged. Before submission the proposal must have the approval of the department head and the dean. The office of Academic Services secures the endorsement of the Vice President for Academic Affairs prior to submission in final format.

Grants, Gifts and Contracts. --Research or project activity conducted under the control of the University may be supported in whole or in part through resources of funds provided by donors in the form of research gifts, grants, or contracts. Preliminary negotiations with prospective contractors with the prior knowledge of the department head and college dean may be conducted by the faculty members. Faculty members have no authority to commit or bind the University to any agreement or contract. Such arrangements must be approved prior to acceptance by the President or his designated representative. The program of contracts shall be administered and coordinated through the office of the Dean of Academic Services.

Acceptance of Grants, Gifts and Contracts. --The authority to accept a grant, gift or to enter into a contract is vested in the President. The President or Vice President for Business Affairs signs all official contracts of the University. Other University personnel may not commit the institution to grant requests or contracts without the concurrence of the appropriately designated officials.

In cases where a proposal for a grant, gift or contract must be reviewed before submission as a proposal, an ad hoc committee appointed by the President shall accomplish such a review.

Contract Services. --Contract Services are available to the faculty through the Office of the Dean of Academic Services. This area functions to provide the following:

1. Consultation with the faculty on the availability of funding sources.
2. Information and assistance regarding the formulation of budget requests and proposals.
3. Processing of grant and contract application.
4. Guidelines for the submission of grant and contract requests.
5. Maintenance of records and status reports on grant requests.
6. Liaison with grant and contract agencies, the institution, and grantees, when appropriate.

Budget Preparation. --In the preparation of budgets for project activities the Contract Services of the Dean of Academic Services are available to the faculty. Before any budget is submitted, whether in preliminary or final form, the concurrence of the Vice President for Business Affairs is secured by Contract Services. Indirect cost rates are established by negotiations with agencies outside the University. These indirect cost rates must be used in the preparation of any budget. Indirect costs represent actual expenses of the University, and these funds may not be committed to or obligated by the project directors. The designation of faculty to participate in funded research or project activity must have the approval of the Vice President for Academic Affairs. Contract Services available through the office of the Dean of Academic Services will normally make arrangements to clear faculty involvement with the Vice President for Academic Affairs.

Conflict of Interest. --Members of the faculty and staff, when undertaking or engaging in funded projects, must avoid possible conflicts of interest. Kentucky statutes state in relation to conflicts of interest the following:

164.390 Interest in Contracts Prohibited. No president, professor, teacher, regent, member of the executive council or other officer or employee shall be interested in any contract or purchase for the building or repairing of any structure or furnishing any supplies for the use of a university or college.

University Responsibility. --Western Kentucky University exercises its responsibility for the supervision and administration of all contracts in which it is engaged. Formulation of budgets and fiscal responsibility, as well as the preparation of appropriate reports, is the responsibility of the University. Specifically, the University exercises the following types of organizational and administrative action to provide for the proper administration of grants and contracts:

1. The establishment of accounting procedures to insure that funds from donors are expended in accordance with contracted obligations.

2. The establishment of procedures for the proper execution of contractual obligations in which the professional faculty participate.
3. The formulation of regulations governing university staff and faculty in the conduct of business relating to donated funds.
4. The provision of advice and guidance to the faculty regarding problems which may arise as a result of outside financial arrangements.

All funds received by the University from external agencies are handled in the same manner and are subject to the restrictions as are applied to general funds. Grants, contracts, and project monies are more rigorously controlled than general funds in that such funds are expended in accordance with the terms and conditions specified by the donor or contracting agency. Funds under grant or contract may not be expended before or beyond the dates of the grant or contract. All funds received from outside the University are subject to both internal and external audit. Such funds may be expended only within the specified categories of the contract.

Travel Expenses. --Grants, contracts and project activity often require travel as a condition of the activity. Anticipated expenses for travel should be included as part of the projected or approved budget. Regulations of the University governing travel apply equally to all grants, contracts or project activity. For detailed information on travel and travel expenses, the Kentucky Standard Travel Regulations should be consulted.

Following discussion, Dr. Harrison moved adoption of the statement of policy for the administration of grants and contracts. The motion was seconded by Dr. Ball and carried unanimously.

In presenting and recommending official approval of the 1972-73 student handbook, identified as Hill Topics - A Handbook for University Life, President Downing stated that the handbook would serve as a supplement to other such University publications and would hopefully make the life of the Western student more productive and more pleasant. In the discussion of the publication, which had previously been mailed to the members of the Board, Mr. Moss made the following statement: "I think that the handbook is an informative publication, and I move that it be received and approved as submitted. In addition, I think that all such informational publication should contain a statement reflecting the relationships of the Board to the formal administrative structure of the University. For example, expressly show that the President is the Chief Executive Educational Officer to whom the Board

has delegated authority, as its agent, to direct, govern, and manage the affairs of the University and to make day-to-day decisions and judgments necessary to carry out that responsibility. "

Mr. Moss's motion for approval of the 1972-73 student handbook was seconded by Mr. Poland and carried unanimously.

A resolution was presented by the Vice Chairman relative to the purchase of real estate. After discussion and upon the recommendation of Dr. Downing, Mr. Ross moved approval of the following resolution:

RESOLUTION

WHEREAS, a certain house and lot owned by the estate of Mrs. J. R. Whitmer, 1664 Normal Drive, and adjacent to property owned by the University at 1662 Normal Drive, is available for sale (said property fronts 50 feet on Normal Drive and contains approximately .59 acres of land, and is improved with a house and garage apartment; and the adjoining property at 1662 Normal Drive fronts 77 feet on Normal Drive and contains approximately .62 acres of land and is improved with a house); and

WHEREAS, the College Heights Foundation continues to express the desire and indicate the willingness to assist the University in the procurement of property, and as a result the Foundation has consented to facilitate the purchase by retaining ownership until the University can carry out the necessary procedures to receive title; and

WHEREAS, it has been determined that additional land purchases are desirable for the orderly expansion and development of Western Kentucky University as outlined in the Master Plan for development of the campus;

NOW, THEREFORE, it is hereby determined by the Board of Regents of Western Kentucky University, pursuant to its duties and functions set out in K. R. S. 164, that the subject land should be acquired, and President Dero G. Downing and his delegated representatives are authorized to submit to the Commissioner of Finance a request to purchase said land for the use and benefit of Western Kentucky University provided it can be purchased at a price agreeable to the University and within the scope of such appraisals as are required by the Commissioner of Finance.

This the 16th day of August, 1972.

The motion was seconded by Mr. Poland; and upon a call of the roll, the vote was as follows:

Aye: McCormack, Ball, Harrison, Moss, Poland, Ross

Nay: None

At the invitation of the Vice President, the Board heard an impromptu report from Dr. Thompson regarding the College Heights Foundation--its complete reorganization--and its potential for the future. While

the response in philanthropic support to date was described as highly gratifying, he explained how an image was being created, among other ways, by the development of a convincingly sound business operation and how only through the projection of such an image could the potential in long-range response be reached.

He outlined operational procedures and policies being formulated which, in his opinion, could be passed on to those who will become responsible in the future. He expressed appreciation for the fine cooperation being extended by President Downing, the Board of Regents, Miss Bates, and others at Western and stated that the great love and support which people have for the University is being manifested through the College Heights Foundation. The report was well received.

Under other business, President Downing reported that (1) the University was in a fine state of readiness for the opening of the 1972-73 school year, (2) about the same level of enrollment was anticipated as that of a year ago, and (3) by recent action of the Council on Public Higher Education, Western was given approval to proceed with the development of final plans for the construction of the Environmental Sciences and Technology Building.

There being no further business, on motion made and duly seconded, the meeting was adjourned.

W. D. McCann 14-17. Genie Bates
Vice Chairman Secretary