

MINUTES OF MEETING OF BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY
January 25, 1975

A regular meeting of the Board of Regents of Western Kentucky University was held on Saturday, January 25, 1975, at 2 p. m., CST, in the Regents Conference Room, Wetherby Administration Building, on the Western campus. Mr. Albert G. Ross, Chairman, presided.

The meeting opened with a prayer of invocation by Dr. Paul B. Cook, Assistant to the President.

The following members were present:

Mr. Albert G. Ross
Dr. William G. Buckman
Mr. Ronald W. Clark
Dr. W. Gerald Edds
Dr. Chalmer P. Embry
Mr. Gregory L. McKinney
Mr. W. S. Moss, Jr.
Mr. Hugh Poland
Mr. John L. Ramsey

Absent was Dr. W. R. McCormack.

Others present, in addition to Dr. Cook, were Dr. Dero G. Downing, President; Dr. Raymond L. Cravens, Vice President for Academic Affairs and Dean of the Faculties; Dr. John D. Minton, Vice President for Administrative Affairs; Mr. Harry K. Largen, Vice President for Business Affairs and Treasurer; Miss Georgia Bates, Secretary to the Board; Mr. Rhea Lazarus, Staff Assistant, Office of the President; Mr. William E. Bivin, University Attorney; Mr. Dee Gibson, Jr., Director of Public Affairs and Community Relations; and Mr. Charles A. Keown, Dean of Student Affairs.

The minutes of the regular meeting held on October 26, 1974, were presented by the Chairman. Following discussion, Mr. Ramsey moved 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 was seconded by Mr. McKinney and carried unanimously.

A series of recommendations and reports to the President from the Vice President for Academic Affairs and Dean of the Faculties--the result of studies, conferences, etc., with the appropriate academic officers, councils and committees,

and the President--were presented in exhibit form by Dr. Downing and recommended for approval. Following comments by him, Vice President Cravens elaborated upon items in the report, which follows:

A. Recommendations from the Academic Council

1. Proposed Associate of Arts in Retail Mid-Management:

This two-year program is designed to provide students with knowledge, skills and competencies necessary for employment in mid-management positions in the retail industry. An advisory committee of area retail personnel managers has assisted in the development of this proposal by demonstrating the need for such a program and providing input as to the nature of the program. It is structured primarily around existing course offerings with three new courses.

2. Proposed Area Study Major for Honors:

This program is designed to allow an honors student to build an individualized integrated program which is intended to lay foundations in breadth and depth in a coherently defined interdisciplinary combination of courses. The program would be available for a limited number of honors students and would be supported by existing courses and faculty.

B. Reports from the Academic Council

1. Procedure to Change the Method of Computing Student Grade Point Averages:

The Council has approved a plan to bring about uniformity in the method of computing grade point averages for undergraduate and graduate students when a grade of "x" (incomplete) is given. The provision specifically excludes the "x" from consideration in computing grade point average of undergraduate students. A grade of "x" automatically becomes an "F" unless removed within twelve weeks of the next full term (summer school excluded) following the term in which the grade was received.

2. Refinement of Student Complaint Procedures:

The Council has approved several procedural changes to more clearly define the options available for students and faculty when an academic complaint is made concerning a faculty member. The primary changes are to spell out the authority of the various levels (steps) involved in resolving an academic complaint and to designate the Office of the Vice President for Academic Affairs as the responsible office for enforcing the decision. (Secretary's note: The four steps for resolving a complaint are (1) meeting between student and faculty member involved; (2) meeting of student, faculty member, and department head; (3) meeting of student, faculty member, and College Complaint Committee; and (4) University Complaint Committee, with neither student nor faculty member present. A decision can be made at any level, with decision at fourth level being final.)

3. Additional Policy on CLEP:

The Council approved an additional regulation to govern the awarding of credit through the College Level Examination Program (CLEP). The new regulation stipulates that the CLEP general examinations must be taken prior to the student's initial enrollment or during the early part of the first semester, freshman year, in order to receive credit for these examinations.

C. Report on Associate Degree Planning and Development

In addition to the Associate Degree programs previously approved by Board of Regents, a two-year program in Banking and a two-year program in Fire Science are well along in the University approval process. It is anticipated that these new programs will reach the final stage of Academic Council consideration within the next two months. An Advisory Committee of banking officials has worked with the

faculty and administration of the Bowling Green College of Business and Public Affairs in the formulation of the curriculum of the proposed banking program. In like manner, Fire Safety officials have met with the faculty of the Department of Health and Safety on a number of occasions relative to the planning of the Fire Science program.

C. Recommendation for the Restyling of the Department of Mathematics as the Department of Mathematics and Computer Science

It is recommended that the Department of Mathematics be restyled as the Department of Mathematics and Computer Science in recognition of the growing significance of the computer science program offered by that department. During the last few years a major and minor in computer science have been established. It is felt that the designation "Department of Mathematics and Computer Science" more clearly spells out the mission of the department.

D. Recommendation for the Establishment of a Center for Economic Education

In response to the recommendation of the Kentucky Council on Economic Education, it is recommended that a Center for Economic Education be established at Western. This Center would have four primary functions:

1. To improve the regular on-campus and off-campus instructional program in economics;
2. To provide consultant help for schools, educational agencies, and community organizations;
3. To conduct research in economic education;
4. To develop and distribute effective materials in economic education

The establishment of this Center at Western will be a positive step on the part of the University in providing evidence of support of the efforts of the Kentucky Council and the Joint Council on Economic Education at the national level. This will be a particularly timely development at the University because of the crucial nature of economic issues faced by the citizens of our state and nation.

Following full discussion, Mr. Poland moved approval of the recommendations and acceptance of the reports outlined above. The motion was seconded by Mr. Moss and carried unanimously.

In response to an inquiry from Dr. Edds relative to the proposed baccalaureate degree in nursing, President Downing reviewed the steps that have been taken by Western in the expansion of the nursing curriculum. In explaining that the moratorium on additional professional and graduate programs imposed by the Council on Public Higher Education would undoubtedly prevent the University from moving ahead as rapidly as had been hoped, he stated that Western's program proposal to the CHPE had been referred by that agency to its Health Sciences Advisory Committee where it would be considered along with a number of other proposed programs in the various health fields offered by the public institutions of higher education.

A number of selected personnel changes relative to a proposed plan of reorganization and administration and two positions in the academic area were presented by President Downing. The comprehensive plan, which was mailed to the members of the Board on January 18 and was the outgrowth of an intensive study regarding the role and scope of the Computer Center, was described by the President as being timely in that while seeking to replace the recently resigned Director of the Computer Center, an organizational and administrative structure could be initiated whereby the Computer Center could more effectively function and its relationship to certain other areas in the University be broadened and expanded. He, therefore, recommended that the following functions be placed under the administrative supervision of the Assistant to the President:

Computer and Informational Services
Institutional Research
Budget Preparation
Grant and Contract Services
Academic Computing and Research Services

In the above plan of reorganization, the President further recommended that the following individuals be assigned to the duties and responsibilities indicated:

1. Assistant to the President for Resources Management and Director of the Budget - Dr. Paul B. Cook :

It is intended that Dr. Cook continue in the position of Assistant to the President with the request that he assume the responsibilities in this specific area where he will be called upon to give administrative leadership to the functions and programs outlined above. This will necessitate the reassignment of many of the duties which Dr. Cook presently performs to Mr. Rhea Lazarus, who is now serving as Staff Assistant, Office of the President.

2. Director of Computer and Informational Services - Mr. Curtis Logsdon

At the present time Mr. Logsdon is Director of Institutional Research, with the intent of the proposed reorganization to continue this as one of his administrative functions. It is proposed to expand and broaden his area of service to the University in the new role of Director of Computer and Informational Services. Appropriate staff assignments will be made in the area of Institutional Research and in Academic Computing and Research Services utilizing existing personnel.

3. Director of Grants and Contracts and Assistant Director of the Budget -
Dr. Glenn H. Crumb

Here again an expanded area of responsibility for existing personnel is recommended by requesting Dr. Crumb to retain the position of Director of Grants and Contracts and assume additional responsibility as Assistant Director of the Budget.

Other significant personnel actions recommended by the President follow:

1. The naming of Dr. Elsie Dotson as Acting Head of the Department of Psychology

Dr. Dotson has been asked to serve in that capacity during the time that the University is engaged in the selection process of a department head to replace Dr. Harry Robe, who requested to be relieved of the headship responsibilities and re-assigned to full-time teaching in that department, effective January 1, 1975.

2. The appointment of Dr. Faye Robinson to the position of Assistant Dean of the Graduate College

Dr. Robinson is currently serving in the capacity of Staff Assistant in the office of the dean of the graduate College, having been named to that position on June 19, 1974.

After discussion, Mr. Clark moved approval of all personnel actions recommended by the President. The motion was seconded by Mr. McKinney; and there being no further discussion, the vote was as follows:

Aye: Clark, Edds, Embry, McKinney, Moss, Poland, Ramsey, Ross

Nay: None

Abstaining: Buckman

The complete listing of personnel changes subsequent to the last meeting of the Board on October 26, 1974, was presented and distributed as an exhibit. Upon Dr. Downing's recommendation, Mr. Ramsey moved approval of the personnel changes, which follow:

NEW FACULTY

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>		
Military Science:		
SSG Gary Houchins	N/A	10/74
Nursing:		
Mrs. Martha Houchin	\$ 9,516	1/13/75; Associate Instructor; \$4,758--1975 spring semester
Miss Irene M. Powers	12,210	1/1/75; Assistant Professor; \$6,105--1975 spring semester
Mrs. Aleecia Ann Westcott	11,640	1/13/75; Assistant Professor; \$5,820--1975 spring semester
<u>Bowling Green College of Business and Public Affairs</u>		
Sociology and Anthropology:		
Mr. Wayne Powell	5,800	1975 spring semester only; Instructor

NEW FACULTY
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Education</u>		
Elementary Education:		
Mrs. Patricia Shanahan	\$ 4,750	1975 spring semester only; Instructor
<u>Ogden College of Science and Technology</u>		
Biology:		
Dr. Stephanie Drake	13,000	12/1/74; one-year appointment; half time in Biology and half time in Physics and Astrono- my; Assistant Professor
<u>Potter College of Arts and Humanities</u>		
Mass Communications:		
Mr. Charles N. Morse	8,900	1/6/75; Instructor; \$4,450-- 1975 spring semester
Philosophy and Religion:		
Dr. James D. Spiceland	5,300	1975 spring semester only; visiting Assistant Professor
<u>Academic Services</u>		
Educational Television:		
Mr. Robert G. Baize	13,800	1/6/75; technical supervisor with rank of Assistant In- structor; 12-months basis
Media Services:		
Mr. Larry D. Coyle	10,500	1/6/75; Instructor; 12-months basis; also assigned to Mass Communications
Mr. Steven Grumbacher	10,600	12/1/74; Television Producer- Director, with rank of Instructor; 12-months basis

*ADJUNCT PROFESSORS

Dr. Agnes Saari Csallany	none	1975 spring semester; Adjunct Professor of Biochemistry
Mr. James F. Quinlan	none	1975 spring semester; Adjunct (Associate) Professor of Geology

FACULTY RETURNING FROM LEAVE OF ABSENCE

College of Applied Arts and Health

Library Science:		
Mr. Robert C. Smith	5,970	1/13/75; Instructor; 1975 spring semester

*Adjunct Professor - This is an appointment designed for persons of established reputation or distinction in their field for the specific purpose of enabling them to work with graduate students or as members of special research teams, or to offer special instruction in their discipline. Adjunct Professors will receive no salary unless it is separately contracted and shall not be entitled to tenure or other faculty benefits unless specifically authorized. Appointments are to be on an annual basis and are subject to renewal.

FACULTY RETURNING FROM LEAVE OF ABSENCE
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u> (continued)		
Nursing:		
Mrs. Susan M. Jones	\$11,646	1/1/75; Assistant Professor; \$5,823--1975 spring semester

EAGLE UNIVERSITY

Eagle PREP Program

Mr. Michael Batson	\$425 per month	10/1-12/31/74; half-time teaching
	880 per month	1/1- 6/15/75; full-time teaching
Mrs. Lillie Bell Coleman	425 per month	10/1-12/31/74; half-time teaching
	860 per month	1/1- 6/15/75; full-time teaching
Miss Mary Lou Schertz	425 per month	10/1-12/31/74; half-time teaching
	880 per month	1/1- 6/15/75; full-time teaching

FACULTY REAPPOINTMENT

College of Education

Mr. Neftali Puentes	300 per month	to remain on a part-time status for the remainder of the 1974-75 school year
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College of Applied Arts and Health

Health and Safety:

Mrs. Kay Karnes Wilcox	4,200	1975 spring semester only; Instructor
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Potter College of Arts and Humanities

Art:

Mrs. Martha K. Henton	4,250	1975 spring semester only; Instructor
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FACULTY AND STAFF REASSIGNMENTS AND/OR PROMOTIONS

Bowling Green College of Business and Public Affairs

Sociology and Anthropology:

Mrs. Joan Krenzin	no change	1/1/75; joint position in University Counseling Services Center and Sociology and Anthropology changed to that of full-time faculty member in Department of Sociology and Anthropology
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FACULTY AND STAFF REASSIGNMENTS AND/OR PROMOTIONS
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>		
Dr. Glenn Lohr		9/1/74-5/15/75; Interim Coordinator of Allied Health Programs during period of time Dr. Joy Kirchner is on leave of absence working on state-wide Task Force of Nursing with Council on Public Higher Education
<u>College of Education</u>		
Dr. David Watts	salary adjustment of \$50 per month	1/13/75; title changed from Director of Elementary Student Teaching to Director of Student Teaching
Psychology:		
Dr. Elsie Dotson	salary adjustment of \$150 per month	1/1/75; named Acting Head of the Department of Psychology
<u>Graduate College</u>		
Dr. Faye Robinson	salary adjustment of \$85 per month	promoted from Staff Assistant to Assistant Dean of the Graduate College
<u>Ogden College of Science and Technology</u>		
Agriculture:		
Mrs. Cynthia N. Jeannette	remains at \$492 per month	1/16/75; position as departmental secretary changed from 11-months basis to 12-months basis
Biology:		
Mrs. Judy L. Van Hoff	\$431 per month	1/20/75; promoted from departmental secretary to senior secretary
<u>Potter College of Arts and Humanities</u>		
Art:		
Mrs. Alice G. Stull	remains at \$427 per month	1/6/75; position as departmental secretary changed from 11-months basis to 12-months basis
English:		
Mrs. Patience L. Nave	remains at \$460 per month	1/1/75; position as departmental secretary changed from 11-months basis to 12-months basis

FACULTY AND STAFF REASSIGNMENTS AND/OR PROMOTIONS
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>President's Office</u>		
Dr. Paul B. Cook	salary adjustment of \$175 per month	1/27/75; named Assistant to the President for Resources Management and Director of the Budget
Dr. Glenn H. Crumb	salary adjustment of \$50 per month	1/27/75; named Director of Grants and Contracts and Assistant Director of the Budget
Mr. Curtis A. Logsdon	salary adjustment of \$175 per month	1/27/75; named Director of Computer and Informational Services
<u>Academic Affairs</u>		
Bowling Green Community College and Continuing Education:		
Dr. James Johnson	no change	reassigned from Director of Secondary Education Student Teaching to Staff Assistant, Office of the Dean of the Bowling Green Community College and Continuing Education
Special Programs:		
Mrs. Juanita Park	salary adjustment of \$100 per month	1/13/75; named Assistant Director of Special Programs
<u>Administrative Affairs</u>		
Student Affairs:		
Mr. Horace Shrader	salary adjustment of \$85 per month	1/20/75; promoted from Assistant Director of Housing to Acting Director of Housing
Mrs. Bonnie Oldham	\$ 400 per month	11/1/74; reassigned from temporary to regular basis as secretary in Housing
Residence Hall Directors:		
Mr. William Roger McGregor	6,500	2/1/75; position as Director of Hugh Poland Hall upgraded because of receipt of Master's Degree; 10-months basis
Mr. Michael W. Toadvine	6,500	2/1/75; promoted to Director of Pearce-Ford Tower and position upgraded because of receipt of Master's Degree; 10-months basis
University-School Relations:		
Mrs. Linda F. Tweedy	6,000	12/1/74; promoted from position of administrative secretary to position of senior secretary

FACULTY AND STAFF REASSIGNMENTS AND/OR PROMOTIONS
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Business Affairs</u>		
Purchasing:		
Mr. Larry T. Kittinger	\$10,008	11/1/74; promoted from position of junior buyer to position of senior buyer
NEW STAFF		
<u>Academic Services</u>		
Institutional Research:		
Mr. Michael Furlong	\$740 per month	11/1/74; programmer analyst on a temporary basis
<u>Academic Affairs</u>		
Undergraduate Advisement and Developmental Studies:		
Mr. Earl F. Merritt	11,000	12/2/74; Academic Counselor
<u>Administrative Affairs</u>		
Health Services:		
Dr. R. L. Hoffman	25,960	4/1/75; Health Services Physician; plus \$2,500 honorarium for emergencies and being on call evenings and weekends
University-School Relations:		
Mr. Kenneth Graham	8,460	2/6/75; Field Representative
Miss Mary Lou Larrick	\$650 per month	1/13/75; working with recruitment on a temporary basis
<u>Business Affairs</u>		
Purchasing:		
Mrs. Evelyn C. Darnell	7,400	5/12/75; Buyer; hourly basis for the period 11/11/74-5/10/75; @\$3.56 per hour
PART-TIME STAFF		
<u>College of Education</u>		
Teacher Corps Program:		
Mrs. Gloria Bishop	\$100 per month	10/1/74-5/31/75; community coordinator on a part-time, temporary basis
Mrs. Janice Bowen	50 per month	10/1/74-5/31/75; community coordinator on a part-time, temporary basis
Mrs. Myrtle P. Dixon	50 per month	10/1/74-5/31/75; community coordinator on a part-time, temporary basis
Mrs. Royetta Ford	100 per month	10/1/74-5/31/75; community coordinator on a part-time, temporary basis

NEW SECRETARIAL AND CLERICAL STAFF

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Bowling Green College of Business and Public Affairs</u>		
Distributive Education Programs:		
Mrs. Beth E. Briggs	\$ 4,800	12/31/74; administrative secretary
<u>College of Education</u>		
Teacher Education Admissions:		
Miss Victoria R. McLaughlin	4,800	1/20/75; administrative secretary
<u>Academic Services</u>		
Grant and Contract Services:		
Mrs. Mary J. Koenig	4,800	1/2/75; administrative secretary
Library Services:		
Mrs. Carol Diane Arnold	4,680	2/1/75; clerical assistant
Mrs. Juanita Farnsley	4,680	12/2/74; clerical assistant
Mrs. Sheryl Hale Gill	4,680	2/1/75; clerical assistant
<u>President's Office</u>		
Public Safety:		
Miss Janette Ashley	4,800	1/2/75; secretary
<u>Academic Affairs</u>		
Mrs. Kaye Russell	5,400	1/13/75; senior secretary
Mrs. Suzanne McGehee	\$440 per month	1/1-6/15/75; secretary for the Western Eagle PREP Program at Fort Campbell
Mrs. Sandra F. Hirsch	210 per month	10/28/74; 10-month, part-time, temporary assignment as secretary working with International Dimensions Project
Undergraduate Advisement and Developmental Studies:		
Mrs. Anna Lee Highland	4,800	11/4/74; clerk-stenographer
Veterans Affairs:		
Miss Glenda Sue Lynn	4,800	1/8/75; General Clerk II
<u>Business Affairs</u>		
Mrs. Susan Giamartino	4,800	1/1/75; cashier
Mrs. Nancy C. Overton	4,800	1/2/75; junior accounts clerk in Department of Accounts and Budgetary Control
Mrs. Janice F. Smith	4,800	1/15/75; junior accounts clerk in Department of Accounts and Budgetary Control
College Heights Bookstore:		
Mr. James W. Carver	4,680	12/5/74; General Clerk I

NEW SECRETARIAL AND CLERICAL STAFF
(continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Business Affairs (continued)</u>		
Food Services:		
Mrs. Nancy Ann Cubbage	\$ 4,800	10/28/74; secretary
Physical Plant and Facilities Management:		
Mrs. Judith A. Sherry	5,004	11/1/74; General Clerk II

STAFF REAPPOINTMENT

Academic Affairs

Head Start:

Mr. Barry L. Carroll	10,560 (increase from \$875 to \$880 per month)	10/1/74-9/30/75; reappointed as field staff worker with Western Kentucky University-University of Tennessee Cooperative Program in Leadership Development
Mrs. Colleen Mendel	10,560 (increase from \$875 to \$880 per month)	10/1/74-9/30/75; reappointed as field staff worker with Western Kentucky University-University of Tennessee Cooperative Program in Leadership Development
Mrs. Virginia Miller	15,816 (remains at \$1,318 per month)	10/1/74-9/30/75; reappointed as Project Director of the Western Kentucky University-University of Tennessee Cooperative Program in Leadership Development

ADDITIONAL FACULTY COMPLETING FIVE-YEAR
PROBATIONARY PERIOD AND RECOMMENDED FOR TENURE
STARTING WITH THE APPOINTMENT FOR 1975-76 SCHOOL YEAR

<u>Name</u>	<u>Department</u>
<u>Ogden College of Science and Technology</u>	
Dr. Larry Neil Gleason	Biology
Dr. Martin Ray Houston	Biology
Dr. Earl F. Pearson	Chemistry

RETIREMENTS

<u>Name</u>	<u>Effective Date and Remarks</u>
<u>College of Education</u>	
Jones-Jaggers Laboratory School:	
Miss Della Mae Daniel	6/30/75
<u>Ogden College of Science and Technology</u>	
Geography and Geology:	
Mrs. Willie C. Moore	close of 1974-75 school year

RETIREMENTS

(continued)

<u>Name</u>	<u>Effective Date and Remarks</u>
<u>Potter College of Arts and Humanities</u>	
Music and Jones-Jaggers Lab School: Miss Gertrude E. Bale	close of the 1974-75 school year

SABBATICAL LEAVES OF ABSENCE

Bowling Green College of Business
and Public Affairs

Dr. William M. Jenkins, Jr. Summer, 1975

College of Education

Industrial Education and Technology:
Dr. Donald Wendt 1975 fall semester

Secondary Education:
Dr. Archie Laman 1975 fall semester

Ogden College of Science and Technology

Agriculture:
Mr. Billy Adams 1976 spring semester

Biology:
Dr. Ernest Beal Summer, 1975
Dr. Gary Dillard 1975 fall semester

Chemistry:
Dr. John Riley 1976 spring semester

Engineering Technology:
Dr. Donald Rowe 1976 spring semester

Geography and Geology:
Dr. Noland Fields 1976 spring semester
Dr. Reza Ahsan 1975 fall semester

Mathematics:
Dr. Betty Detwiler 1976 spring semester
Dr. Martha Watson 1975 fall semester

Physics and Astronomy:
Dr. Ed Dorman 1975-76 school year

Potter College of Arts and Humanities

Art:
Dr. Neil Peterie 1976 spring semester

English:
Dr. Nancy Davis 1976 spring semester
Dr. Robert Ward 1975 fall semester

History:
Dr. Francis Thompson 1976 spring semester
Dr. Richard Troutman Summer, 1975

FACULTY RESIGNATIONS

<u>Name</u>	<u>Effective Date and Remarks</u>
<u>College of Applied Arts and Health</u>	
Home Economics and Family Living: Mrs. Georgia Ann Ferguson	8/15/74; one-year appointment not renewed
Nursing: Mrs. Leslee LaCasse	12/20/74
<u>Bowling Green College of Business and Public Affairs</u>	
Sociology and Anthropology: Mrs. Christine D. Sowders	12/20/74
<u>College of Education</u>	
Physical Education and Recreation: Mr. Romeo Crennel	1/14/75
<u>Academic Services</u>	
Educational Television: Mr. Franklin Forgette Mr. Keith A. Jackson	11/15/74 12/20/74; also in Mass Communications
Library Services: Mr. Earl R. Shumaker	1/16/75
Kentucky Library and Museum: Mr. William H. Byrnes	1/31/75

STAFF RESIGNATIONS

<u>Bowling Green College of Business and Public Affairs</u>	
Distributive Education: Mrs. Marla A. Williams	12/30/74; administrative secretary
<u>College of Education</u>	
Teacher Education Admissions: Mrs. Debbie G. Turner	1/20/75; administrative secretary
Secondary Education: Mrs. Betty W. Thurman	Terminated 11/6/74; NSF Project; secretary
<u>Academic Services</u>	
Grant and Contract Services: Miss Judy E. Bentley	12/13/74; administrative secretary
Library Services: Mrs. Marjorie Heyduck Mrs. Carolyn Denton Hora Mrs. Margaret A. Potter Mrs. Peggy Steele Mrs. Beth Vaccaro	12/ 4/74; clerical assistant 10/31/74; clerical assistant 1/10/75; clerical assistant 1/ 8/75; clerical assistant 12/15/74; clerical assistant

STAFF RESIGNATIONS
(continued)

<u>Name</u>	<u>Effective Date and Remarks</u>
<u>Administrative Affairs</u>	
Computer Center: Mr. Charles L. Zettlemoyer	12/31/74; Director
Student Affairs: Mr. Howard E. Bailey	1/31/75; Coordinator of Residence Development and Assistant Direc- tor of Pearce-Ford Tower
University-School Relations: Mrs. Marilyn B. Loyal	1/14/75; field representative
<u>Business Affairs</u>	
Accounts and Budgetary Control: Mrs. Joanna Tabor	1/3/75; junior accounts clerk
Physical Plant and Facilities Management: Mrs. Reeda Blink	10/28/74; secretary
<u>President's Office</u>	
Public Safety: Mrs. Lois Cline	11/30/74; secretary
<u>Academic Affairs</u>	
Mrs. Terry B. King	1/2/75; senior secretary
Registrar's Office: Mrs. Myrtle E. Mutchler	12/31/74; General Clerk II; leave of absence terminated
Undergraduate Advisement: Mrs. Debbie L. Pickens	10/30/74; clerk-stenographer
Veterans Affairs: Mrs. Vicki E. Benningfield	1/10/75; General Clerk II

The motion was seconded by Dr. Buckman; and after discussion, the
vote was as follows:

Aye: Clark, Edds, Embry, McKinney, Moss, Poland, Ramsey,
Ross

Nay: None

Abstaining: Buckman

The Annual Financial Report and the Auditor's Report for the 1973-74 fiscal year, copies of both documents having been mailed to the Board members on January 13, were presented by the President as permanent records of the fiscal affairs of the University for the specified period ended June 30, 1974. Prepared by the Director of Accounts and Budgetary Control under the supervision and direction of the Vice President for Business Affairs, the Annual Financial Report was described by Dr. Downing as containing a complete record of the financial statements and accounts administered by the University during the fiscal year and reflecting the financial status of the institution as of June 30, 1974. The Auditor's Report was presented as the official audit made and certified by the local independent firm of James R. Meany & Associates, Certified Public Accounts, in compliance with established procedures and with the laws of the Commonwealth.

In the discussion which ensued, Mr. Moss commended the University upon the excellent fiscal management reflected in the documents, stating that it was "good to be associated with an institution that knows how to handle its affairs prudently." He then moved acceptance of the Annual Financial Report and the Auditor's Report for the 1973-74 fiscal year. The motion was seconded by Dr. Edds and carried unanimously.

The Board heard a comprehensive report on the increased efforts of the University in its energy conservation activities. In estimating the cost of electricity, natural gas, coal, and water and sewer services to exceed \$1 million in the current fiscal year, which represents approximately 30% of the maintenance operating budget or 3½% of the total budget, Vice President Largen stated that the increase over the 1973-74 fiscal year will vary from 22% to 28%, depending upon the success experienced through the conservation efforts. Steps that have been taken during the past year to reduce electrical consumption of energy and fuel and the gratifying results achieved were cited. Mr. Largen added, however, that with a campus of sixty buildings and the rising costs of utilities, it was exceedingly difficult to manage such services on a minimal basis. He expressed optimism that the monthly savings of from 5% to 6% anticipated from the Utilities Management System, which would be fully operational by the end of March and would enable the University to manage the electrical consumption and demand, would be substantially increased. The flexibility of the University

Heating Plant in the use of natural gas, coal, or fuel was described by Mr. Largen as being highly advantageous, noting that the opportunity to select the most economical heat at any given time places the University in an extremely fortunate position. In conclusion, he stated that Western's objectives were (1) to reduce consumption of utilities; (2) to reduce costs; and (3) through the process, to refine the building environmental conditions.

After discussion, acceptance of the above report was moved by Dr. Buckman, seconded by Mr. McKinney, and carried unanimously.

In a report on physical facilities, President Downing stated that construction of the Environmental Sciences and Technology Building was behind schedule because of a number of lengthy delays in 1974 but that the project was now moving quite well. He said that daily supervision reports indicate that "we are getting a quality construction job." He then called attention to the appropriation of \$980,000 as recommended in the 1974-76 Executive Budget for the renovation of the Industrial Education Building, the Industrial Education Annex, and the former Music Building. He said that a further study of the Music Building has shown that it would be neither practical nor feasible to renovate this facility because of its age, condition, and cost per square foot to renovate. Such thinking was concurred in, he added, by the Division of Engineering of the Bureau of Facilities Management and the staff of the Council on Public Higher Education. Because of enormous cost increases for construction projects, the President recommended that the \$385,000 appropriated for the former Music Building be used to increase total funds available to \$980,000 for the renovation of the other two projects. He stated that such recommendation had approval at the state level.

After discussion, the motion was made by Mr. Moss that funds originally allocated for the renovation of the former Music Building be added to the allocation for the Industrial Education Building and the Industrial Education Annex. The motion was seconded by Mr. Poland. There being no further discussion, upon a call of the roll, the vote was as follows:

Aye: Buckman, Clark, Edds, Embry, McKinney, Moss, Poland,
Ramsey, Ross

Nay: None

President Downing made the following statement relative to the 1974-75 Operating Budget and the preparation of the recommended budget for the 1975-76 fiscal year:

"In making this report to you, I can appreciate how you must feel in the face of the frequency with which this Board of Regents finds it necessary to consider matters and weigh proposals that in one way or another relate to the Operating Budget and the overall fiscal affairs of the University. Let me assure you this is not by personal choice or design--rather it is an outgrowth of the simple fact that the planning and development required to keep the University moving ahead in a viable, effective manner make it necessary for those of us charged with the responsibility of giving direction to this planning to engage in this never-ending process that includes the constant monitoring of the current day-to-day financial affairs and, at the same time, engage in short-range as well as long-range planning.

"It is important that we place this matter in its proper perspective by understanding that the financial resources available to the University from all sources are much more than dollars and cents. In effect, what we are talking about goes far beyond the figures representing various amounts of money allocated to the budgetary units throughout the University. Our challenge lies in utilizing the resources in a manner that most effectively carries out the purposes and educational mission of Western Kentucky University. This is accomplished by providing quality educational opportunity in the academic programs and supporting activities that most nearly meet the needs of the students who are now enrolled and will enroll at Western in the future.

"This is the basic principle upon which the Biennial Budget Request was submitted to you which you approved on September 29, 1973. At that time you authorized the president to present the 1974-76 Biennial Budget Request to the Council on Public Higher Education, recommending that it be funded in the Governor's Executive Budget and by the Kentucky General Assembly.

"By reviewing these chronological developments a bit further, the above-mentioned Biennial Budget Request was submitted to the Council on Public Higher Education on October 15, 1973, where it underwent review and revision before going to the Commissioner of Finance and the Governor. You are aware of the action taken from that point, eventually resulting in the adoption and implementation of the Executive Budget by the State Legislature.

"We are now just beyond the halfway point of the first year of the current biennium, and I have attempted to keep you abreast of major developments which affect the Operating Budget for this year ending June 30, 1975.

"Members of the Board were provided a review of the 1974-75 Operating Budget in a brief report which was mailed on January 10. The report indicated that estimates of income are sound and that adjustments have been required in certain expenditures for unanticipated cost increases due to inflation.

"The total budget for the current fiscal year is \$29.8 million and is supported by a state appropriation of \$17.6 million, a federal appropriation of \$1.2 million, student fees of \$5.0 million, auxiliary services income of \$3.4 million, and \$2.6 million from all other sources.

"In addition to the resources listed in the budget, the Executive Department for Finance and Administration has recommended, and the Governor has allocated from surplus funds, \$177,000 to Western to cover unanticipated inflation-induced costs for the current year. We are hopeful that this same allocation will continue in the 1975-76 fiscal year. These added resources, together with careful management, will enable the University to absorb the anticipated increased cost of utilities and other current operating needs for the current fiscal year.

"Looking beyond the current year, we find it necessary to direct out attention to the other major aspects of this continuous process to which I have referred. I only mention in passing the first of these which is the work that has been going on for several months by the staff of the Council on Public Higher Education and officials of the eight institutions of higher education in Kentucky, developing the guidelines and budget format that the Council will adopt for use of each institution in the preparation of the Biennial Budget Request covering the fiscal years 1976-78.

"The second is more eminent, as it is one which requires our immediate attention. I am referring to the 1975-76 Operating Budget that we are now in the process of developing in accordance with previously approved procedures and budgetary guidelines.

"In the report which I made to the Board of Regents at the October 26 meeting, I commented extensively on the inflationary impact on the Operating Budget; and you will recall the reference made in that statement to the importance which I felt we must place upon the conditions brought about by the continued rise in cost of living. It would be overly repetitious if I repeated the comments made on that occasion, particularly in view of the emphasis which I attempted to place upon it again in the report sent to you on January 10.

"As I indicated in that written communiqué, Western's Board of Regents has over the years shown a genuine concern for and interest in the well-being of the employees of the University. The Board has recognized that our people are our most valuable resources; that a sound and fair compensation plan is essential to recruitment, retention, and motivation of capable and productive faculty and staff.

"Earlier this week we have seen the public pronouncement of the fact that the cost of living increased by 12.2% during the year ending December 31, 1974. This being the case, the salary increments provided for in the current year's budget have obviously fallen far short of the income level required to keep pace with the rising cost of living. Furthermore, as we attempt to project into the coming year and analyze the predictions that have been forthcoming from the most reliable sources who are attempting to reason through the complex economic conditions confronting our country, we find that the most optimistic of these indicate that the inflationary level will be curbed by no more than two to three percent.

"It was with these conditions in mind that I asked in the January 10 memorandum for the Board of Regents to go on record in support of salary increments as an item of priority in the development of next year's budget. You know from the information contained in previous reports, charts, documents, and informational materials which I have sent to you from time to time that such action can be justified on the basis of several other factors, including the relative position which Western holds in comparison of salary within certain ranks among the institutions of higher education in Kentucky and within a broader geographic area of bench mark institutions.

"Faced with these conditions, Mr. Chairman, I am recommending that the Board of Regents authorize and direct President Downing to proceed with the preparation of the 1975-76 Operating Budget according to previously approved procedures and including the following:

- (1) Tentative estimate or projection of anticipated resources from all available sources.
- (2) Tentative estimate of expenditures with the following priority guidelines:
 - (a) Allocation of funds necessary to meet all legal obligation and fixed costs to which the University is committed.
 - (b) Establish allocations for all expenditure categories within the Education and General Budget at a level required to maintain the high quality of existing educational programs and supporting services.
 - (c) Give next priority to the allocation of the maximum amount available in a recommended plan of compensation for faculty and staff to more nearly meet the rise in cost of living.

"By providing this support at this time, you will enable the president and our staff to proceed with the preparation of the 1975-76 Operating Budget on a timely basis. I will be happy to attempt to answer any questions which you have regarding the Operating Budget in this current year or the one upon which we are now working for the next fiscal year."

Mr. Ramsey moved acceptance of the President's report and approval of the recommendations contained therein relative to the 1975-76 Operating Budget. The motion was seconded by Mr. Clark.

In the discussion which followed, Mr. Ramsey went on record as strongly endorsing Dr. Downing's recommendation pertaining to faculty and staff compensation for the coming year. He cited the spiraling cost of living and the fact that salaries paid by Western in some categories are less than those paid by certain other state institutions of higher education, adding that some high school teachers are paid more than some instructors at Western. In speaking of the Board's demonstrated interest in the "human resources" aspect of the University, he expressed the hope that each member would encourage and support the President and his staff in the monumental task of building the 1975-76 budget, with the maximum amount of funds available being channeled into faculty and staff salaries.

Dr. Buckman also voiced his wholehearted support of the priority relative to faculty salaries, stating that such priority would be most effective in the retention of competent and responsible employees. He cited statistics which show that (1) this region of the country is below the national average in faculty salaries, (2) Kentucky ranks seventh out of nine states in this region, and (3) Western ranks sixth out of the eight Kentucky institutions of higher education on average salaries for all ranks. He also made reference to the retirement system in which Western participates, stating that the plan results in less "take home" pay for Western faculty members than for those of certain other state institutions who contribute a smaller percentage under a different retirement plan.

There being no further discussion, the motion carried unanimously.

The following resolution was introduced and read, after which Dr. Buckman moved its adoption:

RESOLUTION

WHEREAS, Dr. C. Ray Franklin of Asheville, North Carolina, has evidenced a continuing personal interest in and loyalty to Western Kentucky University since his graduation in 1924; and

WHEREAS, the outstanding accomplishments of this distinguished alumnus have brought great pride to his alma mater during the intervening years; and

WHEREAS, Dr. Franklin has given further testimony to his love for and support of Western by the presentation in November, 1974, of a gift in the amount of \$80,000 to the College Heights Foundation for the establishment of the permanent "C. Ray and Ruth Holman Franklin Scholarship Fund":

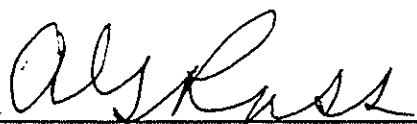
BE IT RESOLVED, That the Board of Regents of Western Kentucky University in its meeting on January 25, 1975, hereby expresses profound appreciation to Dr. C. Ray Franklin for his friendship, loyalty, and most generous support of the University.

BE IT FURTHER RESOLVED, That the President of Western report in writing to Dr. Franklin of the action hereby taken and of the feeling of pride experienced by the Board of Regents over this munificent gift, which evidences his confidence and trust in deserving Western students and a bond of affection between the donor and the lovely Mrs. Franklin, also an esteemed Western graduate, and the University.

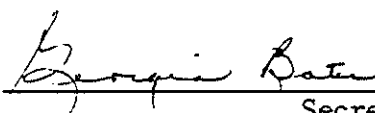
The motion was seconded by Mr. Poland and carried unanimously.

Under other business, (1) Dr. Buckman made inquiry as to the status of the proposed purchase of the Winkenhofer property at 1544 State Street. President Downing stated that the University had proceeded through the appropriate channels at the state level and was now awaiting assignment of the appraisor by the Commissioner of Finance. He said that in the event the forthcoming appraisal is agreeable to all parties concerned, then purchase of the property by Western would be consummated. (2) In response to Mr. McKinney's question as to the state of the project involving certain modifications and additions to thirteen residence halls, it was noted that with the exception of the placing of some furniture, the project was complete. (3) In reminding the Board of a standing invitation to attend as many functions and activities on campus as they can do so conveniently, the President brought to their attention the American Theatre Productions "Fiddler on the Roof" scheduled for Friday evening, January 31, in connection with the Fine Arts Festival.

There being no further business, upon motion made and duly seconded, the meeting was adjourned at approximately 4:00 p. m.



Chairman



Secretary

CERTIFICATION OF SECRETARY

I certify that the minutes herein above set forth an accurate record of votes and actions taken by the Board of Regents of Western Kentucky University in its meeting held on January 25, 1975, in the Regents Conference Room of the Wetherby Administration Building on the Western campus, and I further certify that the meeting was held in compliance with Sections 2, 3, 4, and 5 of House Bill 100 enacted by the General Assembly of the Commonwealth of Kentucky at its 1974 Regular Session.



Georgia Bates, Secretary