# MINUTES OF MEETING OF BOARD OF REGENTS WESTERN KENTUCKY UNIVERSITY October 30, 1976

A regular meeting of the Board of Regents of Western Kentucky University was held on Saturday, October 30, 1976, at 10 a.m., CDT, in the Regents Conference Room of the Wetherby Administration Building on the Western campus. Mr. John David Cole, Chairman, 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. William G. Buckman

Mr. Ronald W. Clark

Mr. John David Cole

Mr. Tom Emberton

Mr. Carroll Knicely

Mr. William M. Kuegel

Mr. John L. Ramsey

Miss Christy Vogt

Absent were Mr. Hugh Poland and Mr. Ronald G. Sheffer.

Also present, in addition to Dr. Minton, were Dr. Dero G. Downing, President; Dr. James L. Davis, Interim Vice President for Academic Affairs and Dean of Faculty Programs; Mr. Harry K. Largen, Vice President for Business Affairs and Treasurer; Miss Georgia Bates, Secretary; Dr. Paul B. Cook, Assistant to the President for Resources Management and Director of the Budget; Mr. Rhea P. Lazarus, Staff Assistant, Office of the President; and Mr. Dee Gibson, Director of Public Affairs and Community Relations.

In compliance with the Bylaws of the Board of Regents, the presiding officer declared that nominations were in order for the election of a Chairman to serve for the 1977 calendar year and recognized each member of the Board in the same order as the roll call for the purpose of making a nomination. Dr. Buckman placed in nomination the name of Mr. Cole for the office of Chairman. There being no further nominations, Mr. Cole declared his reelection by unanimous consent. In proceeding with the annual election of a Vice Chairman to serve for the 1977 calendar year, the Chairman recognized each member of the Board for the purpose of making a nomination. Dr. Buckman placed in nomination the name of Mr. Poland for the office of Vice Chairman. There being no further nominations, Mr. Cole declared Mr. Poland's reelection by unanimous consent.

As further stipulated by the Bylaws, Mr. Cole declared that nominations were in order for the election of three members to serve with the Chairman as the Executive Committee for the coming calendar year. Thereupon, Dr. Buckman placed in nomination the names of the existing committee members, namely, Mr. Poland, Mr. Ramsey, and Dr. Buckman. There being no further nominations, the Chairman declared the reelection of Mr. Poland, Mr. Ramsey, and Dr. Buckman to the Executive Committee by unanimous consent.

In completing the reorganization of the Board,

- 1. Miss Bates was nominated by Dr. Buckman for the office of Secretary; and there being no further nominations, Mr. Cole declared her reelection by unanimous consent:
  - 2. Mr. Largen was reappointed by the Chairman as Treasurer;
  - 3. Dr. Capps was renamed by the Chairman as Parliamentarian.

The minutes of the special meeting held on September 11, 1976, 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 on September 23 and were found to be in order. The motion was seconded by Mr. Kuegel and carried unanimously.

The minutes of the meeting of the Executive Committee held on September 25, 1976, copies of which had been previously mailed to all members of the Board, were then presented by Mr. Cole. After discussion, Mr. Knicely moved adoption of the minutes without a reading. Seconded by Mr. Clark, the motion carried unanimously.

In keeping with the policy of the Board, the agenda for the meeting and information and materials pertinent to items thereon had been mailed by the President to the members.

A proposal to President Downing for the reorganization of the Departments of Mass Communications and of Speech and Theatre, which had been initiated by the Dean of the Potter College of Arts and Humanities, endorsed by the Interim Vice President for Academic Affairs, and fully considered by other appropriate academic officers, was presented by Dr. Downing and recommended by him to the Board for approval. The detailed written report, which covered all facets of the proposed reorganization, outlined the following specific recommendations:

- 1. The majors and/or sequences in journalism, photojournalism, journalism education, advertising, and public relations will comprise a newly organized academic group designated the Department of Journalism.
- 2. The majors and/or sequences in general mass communications, broadcasting, and cinema will be placed under the jurisdiction of the existing Department of Speech and Theatre, which department will be renamed Department of Communication and Theatre.
- 3. Mr. David Whitaker, who is presently serving as Coordinator of Journalism and Photography and Director of University Publications, will have his responsibilities and title broadened to Head of the Department of Journalism and Director of University Publications.
- 4. Dr. Randall Capps, presently Head of the Department of Speech and Theatre, will continue his administrative leadership of the newly named and broadened Department of Communication and Theatre.

A motion for approval of the recommendations pertaining to the reorganization of the Departments of Mass Communications and of Speech and Theatre as outlined above was made and seconded by Mr. Knicely and Mr. Kuegel, respectively. After full discussion in which Dr. Davis elaborated upon the written report, the roll call vote was as follows:

Aye: Buckman, Clark, Cole, Emberton, Knicely, Kuegel, Ramsey, Vogt

Nay: None

Personnel changes subsequent to the meeting of the Board on September 11, 1976, were presented by Chairman Cole. The listing, which was briefly reviewed by the President and was categorized as Part I, Faculty Personnel Changes, and Part II, Other Personnel Changes, follows:

### PERSONNEL CHANGES

### Part I. Faculty Personnel Changes

### New Faculty

Name	Salary	Effective Date and Remarks
Potter College of Arts and Human	nities	
Foreign Languages: Miss Roswitha Furlong	\$ 4,200	1/1-5/14/77; 1-semester appointment; instructor; to teach classes regularly assigned to Dr. Jim Wayne Miller who will be on sabbatical leave

### College of Applied Arts and Health

Home Economics and Family Living:
Miss Gail L. Schmalz 4,500 1/1-5/14/77; 1

1/1-5/14/77; 1-semester appointment; instructor; replace Mrs. Shirley Gibbs

### Part I. Faculty Personnel Changes (continued)

New	Faculty		
(continued)			

	(continued)	
Name	Salary	Effective Date and Remarks
Academic Services		
Library Services:		
Miss Judith Galt Morton	\$9,100	9/13/76; instructor; 12-month basis; budgeted position
Mr. Paul D. Riley	9,500	10/18/76; circulation librarian; instructor; 12-month basis; replace Mr. Earl Bean
Mr. Robert O. Turek	11,600	10/25/76; reference librarian; in- structor; 12-month position; replace

### Faculty Reappointment

### Ogden College of Science and Technology

Geography and Geology:

Mr. Doral Glen Conner

6,000

Current 1-semester appointment continued for 1977 spring semester

Mr. Tony Moffeit

### Faculty Reassignments

### Bowling Green College of Business and Public Affairs

Distributive Education and Mid-Management:

Mr. Kenneth E. Nye

1,250

per month

9/1/76-6/30/77; reassigned from College of Education to temporary position as Director of Cooperative Education

Project

Sociology and Anthropology:

Mr. Willie Ray Berry

no change

Named Coordinator of Social Work

Program

### College of Education

Center for Career and Vocational Teacher Education and Psychology:

Mr. John F. Hanel

800

per month

9/1-12/31/76; reassigned from a full-time position in Center for Career and Vocational Teacher Education to a half-time position in the Center for Career and Vocational Teacher Education and a half-time position in the Department of Psychology

### Academic Services

Kentucky Library and Museum:

Mrs. Anne R. Johnston

5,382

9/1/76; employment status changed from full-time to one-half time for the balance of the 1976-77 school year Part I. Faculty Personnel Changes (continued)

Change of Title

Name

Salary

Effective Date and Remarks

College of Education

Physical Education and Recreation:

Mr. Frank Griffin

no change

Title changed from Director of intramural Sports to Director of Recreational Activities, with administrative responsibilities to the Dean of Student Affairs and a staff relationship to the Head of the Department of Physical Education and Recreation

Potter College of Arts and Humanities

Journalism and University Publications:

Mr. David B. Whitaker \$23,628

Expanded responsibilities and title to be broadened from Coordinator of Journalism and Photography and Director of University Publications to Head of Department of Journalism and Director of University Publications; 12-month basis; effective 1/1/77

Leave of Absence

College of Applied Arts and Health

Home Economics and Family Living:

Mrs. Shirley Gibbs

Extend current leave of absence through the 1977 spring semester

Bowling Green College of Business and Public Affairs

Government:

Dr. Frank W. Neuber

1977 spring semester

Resignations

College of Education

Industrial Education and Technology:

Mr. Anthony W. Sroka Mr. Daniel Thomas Ray

8/15/77 10/22/76

Ogden College of Science and Technology

Geography and Geology:

Dr. Sandor C. Csallany

8/15/77

Academic Affairs

University Publications and Mass

Communications:

Mr. David Sutherland

12/31/76

Retirement

Potter College of Arts and Humanities

Center for Intercultural and Folk Studies:

Dr. Kenneth Clarke

6/30/77

Part II. Other Personnel Chang	ges	
	New Staff	
Name	Salary	Effective Date and Remarks
Bowling Green College of Busin and Public Affairs	ess	
Miss Patricia Bath	\$ 8,496	9/27/76; laboratory assistant with responsibilities to Coordinator for Academic Computing and Research Services; budgeted position (resigned 10/8/76)
Mrs. Anna Studer	8,244	10/11/76; laboratory assistant with respon sibilities to Coordinator for Academic Computing and Research Services; replace Miss Patricia Bath
Administrative Affairs		
Health Services: Dr. Howard V. Zeigel	29,300 3,200 Hon.	10/1/76; Health Services Physician; replace Dr. R. L. Hoffman
New Sec	cretarial and Cleric	cal Staff
Grant and Contract Services		
Mrs. Phyllis Earlene Chelf	540 per month	9/27/76; administrative secretary; temporary employment on 11-month basis; replace Mrs. Mary Koenig
College of Applied Arts and He	alth	
Nursing:		
Miss Elaine Huffine	478 per month	9/7/76; administrative secretary; grant funded; replace Mrs. Annette Bentley
College of Education		
Mrs. Peggy Johnson	535 per month	9/20/76; senior secretary in Office of the Dean of the College of Education; replace Mrs. Patricia Kohl
Head Start:		
Mrs. Mary Edwards	239 per month	10/1/76-9/26/77; secretary; temporary; part-time basis; grant funded
Potter College of Arts and Hun	nanities	
Miss Rebecca I. Ragland	478 per month	9/27/76; secretary in the Humanities program; 11-month basis; replace Mrs. Earlene Chelf
Administrative Affairs		
Alumni Affairs and Placement	Services:	
Miss Mary J. Hagan	478	1/1/77; General Clerk II; hourly basis at

per month

/1/77; General Clerk II; hourly basis at \$2.76 per hour for period 10/4-12/31/76; in the position formerly held by Mrs.Sue Miller

Student Affairs (Housing):

Miss Vickey L. Jackson

478 per month 9/16/76; General Clerk I; replace Mrs. Paulette Mullins

### Part II. Other Personnel Changes (continued)

### New Secretarial and Clerical Staff

(continued)

Name Salary Effective Date and Remarks

Business Affairs

Accounts Payable:

Mrs. Patty R. Thomas

\$ 490 per month

9/13/76; junior accounts clerk; replace

Mrs. Dorothy Holman

Accounts and Budgetary Control:

Mrs. Sally O. Boswell

478

10/1/76; notes receivable clerk; replace

per month Mrs. Deborah F. Carroll

### Secretarial Reassignment

### Academic Affairs

International Projects:

Mrs. Mary Ann McCelvey

Retain current base salary. Honorarium in amount of \$100 per month for special assignment requiring bilingual skills

Reassign from Department of Secondary Education to position of Bilingual Executive Secretary; funded by a grant which expires 6/30/77; effective as soon as suitable replacement is employed in Department of Secondary Education

### Staff Promotion

### College of Education

Head Start:

Mr. Barry Carroll

Mrs. Colleen Mendel

1,026 per month 1,272 per month 10/1/76-9/26/77; reappointed and named State Training Officer; grant funded 10/1/76-9/26/77; reappointed and named

Project Director of the Head Start
Training and Technical Assistance

Project; grant funded

Academic Affairs

Undergraduate Advisement and

Developmental Studies:

Mrs. Anna Lee Highland

518 per month 10/1/76; position reclassified from clerkstenographer to administrative secretary

Administrative Affairs

Alumni Affairs and Placement

Services:

Mrs. Sue D. Miller

540

10/1/76; promoted to Office Supervisor;

replace Mrs. Grace Overby

Student Affairs:

Mr. Kenneth Lynn Morgan

11,600

per month

8/16/76; promote from position of Staff Assistant of Housing to the position of Director of Student Organizations

### Part II. Other Personnel Changes (continued)

### Retirement

Name Effective Date and Remarks

Administrative Affairs

University Center:
Mrs. Bess Gilbert

9/1/77; University Center Staff

Business Affairs

Accounts Payable:

Mrs. Dorothy Holman

8/20/76; junior accounts clerk;

disability retirement

Resignations

College of Applied Arts and Health

Nursing:

Miss Jewell Elaine Huffine

10/18/76; administrative secretary

Bowling Green College of Business and Public Affairs

and rubite Analis

Miss Patricia Bath

10/8/76; laboratory assistant, Academic

Computing and Research Services

Potter College of Arts and Humanities

Mrs. Phyllis Earlene Chelf

9/10/76; administrative secretary

Academic Services

Library Services:

Mrs. Rita Griesch

10/8/76; clerical assistant

Upon the President's recommendation, Mr. Kuegel moved approval of all personnel changes under Part I, Faculty Personnel Changes. The motion was seconded by Mr. Clark; and after discussion, the roll call vote was as follows:

Pass: Buckman

Aye: Clark, Cole, Emberton, Knicely, Kuegel, Ramsey, Vogt

Nay: None

Mr. Clark then moved approval of all personnel changes under Part II, Other Personnel Changes. The motion was seconded by Mr. Knicely; and after further discussion, the roll call vote was as follows:

Aye: Buckman, Clark, Cole, Emberton, Knicely, Kuegel, Ramsey, Vogt

Nay: None

Mr. Ramsey, Chairman of the Finance Committee, reported on a meeting in which he and other members of the committee, namely, Mr. Kuegel, Mr. Knicely, and Dr. Buckman, had engaged with appropriate University officials for the primary purpose of reviewing the Financial Component of the 1976-1980 Institutional Planning Report. In noting that the Financial Component constituted the final phase of the Planning Report adopted by the Board on July 10, 1976, Mr. Ramsey explained that the document at hand, which had been mailed to all members, would serve as the guideline in the projection of financial needs of the institution on an annual basis through 1979-80 to meet increasing costs resulting from (1) growth in enrollment, (2) improvement in the student-faculty ratio, (3) improvement in existing physical facilities and construction of new facilities, (4) increasing faculty salaries to achieve the level of the median of benchmark salaries, and (5) support for new and existing programs in instruction, public service, and research and creative activity. After further statements relative to the committee's review, Mr. Ramsey moved adoption of the Financial Component of the 1976-1980 Institutional Planning Report for presentation to the Council on Public Higher Education. The motion was seconded by Dr. Buckman; and after discussion, the roll call vote was as follows:

> Aye: Buckman, Clark, Cole, Emberton, Knicely, Kuegel, Ramsey, Vogt Nay: None

An action of the Board of Regents on July 10, 1976, was reviewed whereby approval had been given for the architect to proceed with planning on the space beneath the Parking Structure to house the Department of Public Safety and the Department of Military Science Rifle Range at an estimated construction cost of \$263,000 and a total project cost of \$330,000. With architectural plans and specifications now substantially complete and such estimates having been revised upward to \$298,750 for construction and \$380,000 for total project costs, Mr. Ramsey recommended on behalf of the Finance Committee that authorization be granted for the completion of plans and specifications for the project based on the revised cost estimates. The motion was seconded by Mr. Kuegel. After full discussion, the question was put; and the vote was as follows:

Aye: Buckman, Clark, Cole, Emberton, Knicely, Kuegel, Ramsey, Vogt Nay: None

Mr. Ramsey solicited the thinking and philosophy of individual Board members relative to budgeting and other matters that would be pertinent to the role of the

Finance Committee. In voicing gratification over the "positive" manner in which the committee has functioned, Chairman Cole expressed the hope that in bringing about total Board participation as suggested by Mr. Ramsey, the members would be kept advised of subsequent meetings and the matters to be discussed thereat.

The next item on the agenda was a report by Mr. Clark, Chairman of the special study committee of the Board appointed by Chairman Cole on September 11 to make a study of selected facets of residence hall living. Mr. Clark's report was prefaced by a review of the function and responsibility of his ad hoc committee -- the other members being Dr. Buckman, Mr. Knicely, Mr. Emberton, and Miss Vogt-and its relationship to the University-wide study committee named by President Downing and charged with the responsibility of making an indepth study and subsequent recommendations to him on areas of the campus housing program that were considered to be significantly important to require such a study. He explained that prescribed procedures called for the President to report to the ad hoc committee the findings, suggestions, and recommendations of the University committee, accompanied by the President's review, analysis, and recommendations. With the Board's committee having received the University Committee's progress report, together with such reactions and analysis, Mr. Clark reported on the indepth discussion in which the two committees had recently engaged and a subsequent meeting of his committee. In recognizing that the University committee had determined that four main topics were to be given consideration -- the supervised open house-visitation program, the policy for required residence hall living, privacy of residence hall occupants and safety and security, and Title IX compliance and requirements affecting residence hall facilities--Mr. Clark stated that his committee was addressing itself to the Board at this time with reference only to the supervised open house-visitation program. He then presented the following recommendations:

"First, we are recommending to the Board the adoption of a policy statement for residence hall living. In conjunction with and as a part of this policy statement, we have included what we have identified as underlying basic principles. In asking the Board of Regents to adopt the policy statement and basic principles, we further recommend that authorization be given for the development of more specific administrative guidelines that are to be in accordance with the policy and principles as stated. We feel that the record should also show that the

committee of the Board of Regents supports the guidelines as contained in the report from the University study committee except as underlined in the Statement of Policy and Principles, which follows":

## STATEMENT OF POLICY AND PRINCIPLES FOR RESIDENCE HALL LIVING

Western Kentucky University recognizes the fact that its residence hall program is an integral part of the total educational and curricular process. A major objective of this program is the creation of an environment in the residential setting that is compatible with and supportive of the students' personal, social, and academic development. Consistent with the obligation to make prudent allocation and utilization of the total available financial resources, the University seeks to achieve these objectives through its residence hall program by the employment of qualified and professional staff, the encouragement of residence hall self-government, the respect for individual privacy and safety, and through conscientious efforts to keep costs for students at a minimum.

The University shall retain separate housing for men and women students. Reasonable policies and administrative regulations governing residence hall life are authorized. Subject to administrative regulations, supervised open houses are authorized, provided such programs are scheduled in accordance with the overall objectives of the institution and are conducted in accordance with the Student Life Policies of the University.

The underlying principles to be followed in the development of the administrative guidelines are:

The University recognizes and accepts the responsibility to maintain a reasonable level of safety and security, taking into consideration the privacy and individual rights of students residing in the residence halls--both those who participate in the supervised open house program and those who do not choose to do so.

Guidelines are to recognize the privacy of room occupants, while at the same time enabling the residence hall personnel to fulfill the commitment of the University to provide the necessary supervision to maintain a reasonable level of safety and security. Accordingly, the door of the room shall remain ajar thereby permitting the entry of University personnel.

The University recognizes that the supervised open house program requires additional expenditures and must be analyzed and properly monitored so that the number of open houses can be revised and adjusted in accordance with sound fiscal management and cost effectiveness of the program.

The administrative guidelines shall retain an option whereby each student may choose to live in an area that does not participate in the supervised open house program.

Mr. Clark's motion for adoption of the above recommendations, including the Statement of Policy and Principles, was seconded by Mr. Emberton. Full discussion followed, with all members of the Board's ad hoc committee, and others, contributing significantly. In response to a question directed to Miss Vogt, she stated she felt that the only negative reaction that would be forthcoming from the students would be relative to the policy of keeping the door of the room ajar during visitation, a policy which she did not support on the basis that students are adults and the matter of open door/closed

door should be left to the discretion of the room occupant. The eleven-member

University study committee, under the chairmanship of Dr. Minton, was commended

by Mr. Clark and others upon the excellence which characterized their comprehensive

report and the good judgment and sound philosophy exercised therein. Chairman

Cole commended both the University study committee and the special committee of

the Board of Regents, requesting that they continue with their study and deliberations.

There being no further discussion, the motion carried unanimously.

In actions and discussions under other business,

 Chairman Cole made the following committee reappointments for the year 1977:

### Disciplinary Appeals Committee

Mr. Sheffer, Chairman

Mr. Clark, Vice Chairman

Mr. Emberton

### Finance Committee

Mr. Ramsey, Chairman

Mr. Kuegel, Vice Chairman

Mr. Knicely

Dr. Buckman

2. In exhibiting an appropriately identified loose-leaf binder and contents, the Chairman stated that the continuing codification of statutes and policies of the Board of Regents and rules promulgated by the President pursuant to action thereof constituted a priority responsibility of the Bylaws Committee. He reminded the Board that no central index had been maintained from which Board action, either by policy, statute, or regulation, could be determined and stated that the purpose of such a single authoritative publication would be to implement the recently adopted Bylaws. Mr. Cole then proceeded with the reorganization of the Bylaws Committee, which was brought about by the expiration of the terms of office of two of the original members, as follows:

### Bylaws Committee

Mr. Emberton, Chairman

Mr. Sheffer, Vice Chairman

Mr. Bivin (reappointed)

Dr. Capps (reappointed)

3. The Board heard an impromptu report on the Latin American Studies program and the recent federally-funded Undergraduate Latin American Studies Center.

Several Western officials contributed to the discussion. With great interest being manifested by members of the Board in the program and Western's expanding role in providing consultative services and research projects for various Latin American universities and government agencies, Chairman Cole suggested that the agenda for the next meeting include a written report on international education programs at the University.

- 4. Dr. Buckman moved that a committee of the Board be appointed to study and develop Board policy relative to faculty research. The motion was seconded by Miss Vogt. After discussion and with the permission of Miss Vogt, Dr. Buckman withdrew his motion.
- 5. In speaking of the commitment and dedication which characterized the long period of service to the University of the late Mr. L. T. Smith, citing him as one of the few individuals who could be referred to as "Mr. Western," Mr. Ramsey moved that the Board of Regents adopt a resolution honoring the memory of Mr. Smith for inclusion in the official record, with an appropriately framed copy being presented to the family. The motion was seconded by Mr. Clark and carried unanimously.

There being no further business and on motion made and duly seconded, the meeting was adjourned at approximately 11:45 a.m., following which a light buffet luncheon was served and distribution made of the 1976 Talisman.

### 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 regular meeting held on October 30, 1976, in the Regents Conference Room of the Wetherby Administration Building on the Western campus and 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

Secretary