

MINUTES OF MEETING OF BOARD OF REGENTS

WESTERN KENTUCKY UNIVERSITY

February 4, 1984

In accordance with the previously published schedule of regular meetings as amended by timely and properly given notice, the first quarterly meeting of the Board of Regents of Western Kentucky University was held on Saturday, February 4, 1984, at 3:30 p.m., CST, in the Regents Conference Room of the Wetherby Administration Building on the Western campus. Mr. Joe Bill Campbell, Chairman, presided.

AGENDA ITEM 1 - The meeting opened with a prayer of invocation by Dr. John D. Minton, Vice President for Student Affairs.

AGENDA ITEM 2 - Roll call. The following members were present:

Mr. Joe Bill Campbell
Mr. Ronald W. Clark
Mr. Joseph A. Cook II
Mr. Joseph Iracane
Mrs. Patsy Judd
Mrs. Mary Ellen Miller
Mr. J. Anthony Page
Mr. Ronald G. Sheffer
Mr. Jack D. Smith
Mrs. Hughlyne P. Wilson

Also present, in addition to Dr. Minton, were Dr. Donald W. Zacharias, President; Dr. James L. Davis, Vice President for Academic Affairs; Mr. Harry Largen, Vice President for Business Affairs and Treasurer; Mrs. Liz Esters, Secretary; Dr. Paul B. Cook, Assistant to the President for Resources Management and Director of the Budget; Mr. William E. Bivin, University Attorney; and Mr. Fred Hensley, Director of Public Information.

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

AGENDA ITEM 3 - Disposition of minutes of the regular meeting of October 28, 1983. The minutes were presented by the Chairman. Motion was made by Mr. Cook and seconded by Mr. Page that the minutes be approved as submitted without a reading inasmuch as copies had been mailed to the members on January 20, 1984, and were found to be in order. The motion carried by voice vote.

AGENDA ITEM 4 - Committee reports.

Academics Committee - Mrs. Judd, Chairman; Mr. Cook; Mr. Iracane;

Mrs. Miller; Mrs. Wilson — Mrs. Judd reported that the Academics Committee had met earlier in the afternoon and heard reports on:

1. Western's activities to assist the public schools, K-12.

Secretary's Note: A detailed listing of those activities was provided each member of the Board and is filed with the official Board records as Exhibit I.

2. Activities of the Search Committee to Select a new Vice President for Academic Affairs and the Search Committees to select new heads of the Department of Journalism and the Department of Physics and Astronomy.
3. Progress of the Institutional Self-Study.

In addition, members of the Board had an opportunity to meet Mr. Tyrone Bastin, a senior at Western Kentucky University who was a finalist in the Rhodes Scholarship competition. Tyrone shared with those present his experience in going through the application process and suggested ways for improving the honors program at Western.

Athletics Committee - Mr. Clark, Chairman; Mr. Cook; Mr. Iracane; Mr. Page; Mr. Sheffer — Mr. Clark reported that the Committee met briefly that day and met Mr. Dave Roberts, the new football coach at Western, and members of his staff. In addition, President Zacharias reported on the 1984 NCAA annual meeting which he attended in January.

Bylaws and Codification Committee - Mr. Sheffer, Chairman; Mr. Clark; Mrs. Judd; Mr. Smith; Mr. Bivin, Staff — No report.

Finance Committee - Mr. Cook, Chairman; Mr. Iracane; Mrs. Judd; Mrs. Miller; Mr. Page — Mr. Cook reported that the Finance Committee met earlier in the afternoon with all members of the Board present with the exception of Mr. Sheffer. The committee reviewed the following recommendations from the President:

- RECOMMENDATION:

President Zacharias recommends approval of the Annual Financial Report and the program compliance audit for various financial aid programs for the 1982-83 fiscal year. President Zacharias also recommends approval of the allocations of the current fund balance shown on page 10 of the Annual Financial Report.

Secretary's Note: All members of the Board were provided copies of the following financial documents which are filed with the official Board records as Exhibit II:

- Annual Financial Report - 1982-83
Includes Western Kentucky University Revenue and Expenditure Trends - Ten Years Ended June 30, 1983
- Program Compliance Audit for Various Financial Aid Programs for the 1982-83 Fiscal Year

Background:

University financial statements are audited by James R. Meany and Associates, Certified Public Accountants, and their report is on pages 1 and 13 of the Annual Financial Report. A program compliance audit is made annually of the National Direct Student Loan Program, College Work-Study Program, Supplemental Educational Opportunity Program, and the Pell Grant Program.

Mr. Harry Largen, Vice President for Business Affairs, provided information (in a memorandum to President Zacharias dated January 12, 1984) about the 1982-83 unrestricted fund balance.

The memo stated, "The current unrestricted fund balance on June 30, 1983, amounted to \$2,584,382 compared to \$2,154,829 for the prior fiscal period, for an increase of \$429,553. A listing of the fund balance allocations is contained in note 7, page 10, of the Annual Financial Report.

Fund balance allocations have been made for change funds and inventories to provide resources for working capital. Encumbrances consist of departmental purchases in 1982-83 which were not delivered by June 30, 1983. The Board of Regents has previously authorized the use of \$206,000 for the current year's operating budget.

Reserves have been established for unexpended development funds, since account balances are routinely carried forward until the gift support is spent. A reserve will also be continued for the amount of the academic excellence fund until arrangements are made for separately investing it and similar funds.

Support for the tuition reimbursement program in Owensboro is provided by the Council on Higher Education, and the 1982-83 unexpended balance has been made available in 1983-84.

Reserves have been established annually for the unexpended balances of faculty research grants, continuing education conferences and workshops, library books and periodicals, and educational television programming. The activities associated with these programs are difficult to terminate at the close of the fiscal year.

The remaining items represent 1982-83 departmental and program budget allocations which were not spent as of June 30, 1983, but which have been continued based on a request and justification of various managers. All of the items, except an allocation of \$3,000 for faculty development, are for equipment or capital projects.

The unallocated portion of the fund balance amounts to \$760,218."

Based on the recommendation of the Finance Committee, Mr. Cook moved that the Board approve (1) the annual financial statements as presented, (2) the audit reports as presented, and (3) the allocation of current fund balances as shown on page 10 of the Annual Financial Report. The motion was seconded by Mr. Page, and the roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page, Sheffer, Smith, Wilson

Nay: None

- RECOMMENDATION:

President Zacharias recommends that the responsibilities of the Finance Committee be expanded to include oversight of both short-term and long-term investment policies and be renamed the Finance and Investment Committee. Responsibilities of the Committee in the area of investing funds will be to:

1. Review and recommend investment policy.
2. Establish investment objectives.
3. Establish performance criteria and review investment results.
4. Define reporting requirements of investment manager.

5. Determine the percentage and types of investment to be held in the endowment funds.
6. Recommend advisory services for investment of endowment funds.

Background:

Recommendations will be submitted at a later meeting to establish a Board policy for the investment of current funds and endowment funds. The establishment of an investment committee will assist the Board and the President in the development of investment policies and the management of University investments.

In discussion that followed Mr. Cook said the committee felt that the proposed responsibilities would be a natural extension of the objectives of the Finance Committee and that the Finance Committee would be the logical committee of the Board to oversee the investment of the funds of the University. Mr. Cook stated, "It is an attempt to formalize the investment policy of the University."

President Zacharias reported that funds from the sale of property have been placed in the academic excellence fund. Additionally, a percentage of those funds raised through the Phonothon are placed into the academic excellence fund. Dr. Zacharias noted that the Board had adopted a policy several months previously whereby when the academic excellence fund reaches the level of \$250,000, budgeting of those funds would begin. "It would be particularly helpful," Dr. Zacharias stated, "to have a specific policy regarding the investment of funds like those which now total somewhere around \$100,000."

Responding to a request from Mr. Clark to elaborate on the source of the referred-to funds, President Zacharias emphasized that the funds are not state-appropriated dollars but funds that are donated to the University or funds that come from the sale of real estate which have a restriction placed on them regarding how they may be used. They are funds that have come about through the sale of property but are not appropriated dollars.

Parliamentarian Bivin advised that the motion should be to amend the Bylaws of the Board on committee function and that, with the unanimous consent of its members, the Board could waive the requirement to lay it over to the next meeting of the Board for action.

Mr. Cook made a motion to so amend the bylaws and waive the layover.

Mr. Smith seconded the motion, and the roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page, Sheffer, Smith, Wilson

Nay: None

- RECOMMENDATION:

President Zacharias recommends that the Board of Regents authorize the President to enter into an agreement with the Board of Directors of the College Heights Foundation to purchase on July 1, 1984, the net tangible assets of the College Heights Foundation Bookstore and Laundry. The President further recommends that the agreement and purchase be contingent upon no reduction of state appropriations to Western in the 1983-84 fiscal year.

Background:

The Board of Directors of the College Heights Foundation in a meeting on October 8, 1982, proposed to sell the Bookstore and Laundry to the University for the cost of inventory and other tangible assets at the time of transfer of ownership.

The Board of Regents in a meeting on January 29, 1983, approved a recommendation from President Zacharias that the Bookstore and Laundry be purchased during the 1983-84 fiscal year, provided University financial resources were available on June 30, 1983. In a meeting on August 20, 1983, the Finance Committee heard a report from President Zacharias about the state's financial outlook and recommended that action be deferred on the proposed purchase.

In the absence of a reduction in Western's state appropriation, financial projections indicate that adequate resources will be available on June 30, 1984, to purchase the Bookstore and Laundry.

Additional background information on the proposed purchase was provided earlier by Mr. Harry Largen in a memorandum dated January 14, 1983, to President Zacharias. (*Secretary's Note: The contents of Mr. Largen's memorandum of January 14, 1983, are contained in the minutes of the January 29, 1983, meeting of the Board of Regents, pp. 4-5*)

In discussion that followed, President Zacharias stated that the College Heights Foundation is very supportive of the recommendation and is very cooperative and noted that the merger was not a hostile one.

Mr. Cook moved and Mr. Smith seconded the adoption of the above recommendation. The roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page, Sheffer, Smith, Wilson

Nay: None

- RECOMMENDATION:

President Zacharias recommends that the Board of Regents adopt a resolution authorizing the sale of surplus livestock and other personal property which has been identified in information provided to the Board.

Resolution

WHEREAS, the Board of Regents has authority to sell or otherwise dispose of all real or personal property of the institution which is surplus to its needs or has become unsuitable for use, and

WHEREAS, President Zacharias has recommended that livestock and other personal property which is identified in the attachment (see Exhibit 1 of the minutes) and which is surplus to the needs

of the various academic and administrative departments be sold, and

WHEREAS, the determination of the Board of Regents shall be set forth in an order,

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF REGENTS THAT:

1. The recommendation made by President Zacharias for disposition of surplus livestock and other personal property be accepted.
2. The items of surplus property which are attached and made a part of this resolution shall be sold by public advertising, sealed bid, public auction, or at a live-stock market.
3. President Zacharias or his delegated representatives are authorized to take all necessary and appropriate action to dispose of the property.

Ordered this 4th day of February, 1984.

Mr. Cook moved the adoption of the above resolution. Mrs. Miller seconded the motion, and the roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page, Sheffer, Smith, Wilson

Nay: None

- In final action of the Finance Committee, the committee recommended and Mr. Cook moved the adoption of the resolution as outlined below:

Resolution

WHEREAS, The adequate funding of education is essential to provide quality educational programs; and

WHEREAS, adequate funds are essential to maintain a quality faculty and staff, to replace outmoded equipment, and to provide minimum increases for operating expenses; Therefore, be it

RESOLVED, That the Board of Regents of Western Kentucky University expresses appreciation to Governor Collins and her staff for the support recommended for 1984-86; be it

RESOLVED, That the proposed state support for Western Kentucky University be increased as soon as possible to a level approaching the amount recommended by the Council on Higher Education; be it

FURTHER RESOLVED, That this resolution be recorded in the minutes of the Board of Regents and that copies be sent by President Donald W. Zacharias to Governor Martha Layne Collins and the leadership of the Kentucky General Assembly.

Ordered at Bowling Green, Kentucky, this fourth day of February in the year of our Lord one thousand nine hundred and eighty-four.

Joe Bill Campbell
Chairman

Donald W. Zacharias
President

Mrs. Wilson seconded the motion to adopt the above resolution, and the roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page, Sheffer, Smith, Wilson

Nay: None

International Education Committee - Mrs. Miller, Chairman;
Mrs. Judd; Mr. Sheffer; Mr. Smith; Mrs. Wilson; Dr. Petersen, Staff — No
Report.

Committee on Student Affairs - Mr. Iracane, Chairman; Mr. Clark;
Mrs. Miller; Mr. Smith; Mrs. Wilson — Mr. Iracane stated that the committee
had met earlier in the day and heard a report on the committee meeting of
November 28 which was held for the purpose of hearing from concerned towns-
people regarding Greek Housing. Mr. Iracane noted that a feasibility study
is currently being reviewed.

In addition, the committee reviewed and discussed the following recom-
mendation from President Zacharias:

RECOMMENDATION:

President Zacharias recommends that the Board of Regents'
"Statement of Policy and Principles for Residence Hall Living,"
revised February 4, 1978, be modified as follows in paragraph
two:

Delete: "The University shall retain separate housing
for men and women students."

Add: "Effective the fall of 1985 the Division of
Student Affairs will offer a plan of co-
residential housing."

Background:

On November 16, 1982, the Associated Student Government
passed a resolution dealing with alternative housing options.
Since that time the Division of Student Affairs has conducted
a systematic study of the various issues and options related
to co-residential housing. If the modification in current
Board policy is adopted, a plan similar to the one outlined
in Dean Charles Keown's memorandum of December 20, 1983, will
be implemented for the fall, 1985. (*Secretary's Note: Dean
Keown's memorandum of December 20, 1983, and a memorandum
dated January 16, 1984, from Dr. John D. Minton, Vice President
for Student Affairs are filed with the official Board Records.*)

Mr. Iracane moved the adoption of the above recommendation. The
motion was seconded by Mr. Smith, and the roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Miller, Page,
Sheffer, Smith, Wilson

Nay: None

The revised "Statement of Policy and Principles for Residence Hall
Living" is as follows:

Statement of Policy and Principles for Residence Hall Living

Western Kentucky University recognizes the fact that its resi-
dence hall program is an integral part of the total educational and
curricular process. A major objective of this program is the cre-
ation 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 allo-
cation and utilization of the total available financial resources,
the university seeks to achieve these objectives through its resi-
dence hall program by the employment of qualified and professional
staff, the encouragement of residence hall self-government, the re-
spect for individual privacy and safety, and through conscientious
efforts to keep costs for students at a minimum.

Effective the fall of 1985, the Division of Student Affairs will offer a plan of co-residential housing. 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. The position of the door shall be left to the discretion of the occupant of the room.

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

I. Policy

1. The maximum number of open house hours is established by the Office of the Dean of Student Affairs and is set at 37 hours per week for the school year 1983-84. (See Open House Regulations below.)
2. To schedule an open house, the director or a delegated representative will select two residents to serve at the hall desk as relief personnel in the event of an emergency during an open house.
3. A roster of guests shall be established at each hall desk. This roster must be submitted to the Office of the Dean of Student Affairs no later than the Tuesday following an open house.
4. All infractions, however minor, having to do with the direct violation of open house procedure, are to be reported to the director by the resident assistant and shall be attached to the roster of guests and submitted by the director of the hall to the Office of the Dean of Student Affairs.

II. Regulations

1. Residents of a hall may observe the following open house schedule:

Monday and Wednesday

(men's halls only) - 6 p.m. - 10 p.m.

Tuesday and Thursday

(women's halls only) - 6 p.m. - 10 p.m.

Friday - 5 p.m. - 1 a.m.

Saturday - 2 p.m. - 1 a.m.

Sunday - 2 p.m. - midnight

2. The guest shall register with student ID or driver's license at the office upon arrival and departure. It shall be the responsibility of the residents having guests to see that they are registered.
3. The resident shall meet the guest(s) at the hall office or sign-in station in the lobby and shall accompany him/her (them) to the lobby and see that he/she (they) sign(s) out.
4. Residents must accompany guest(s) at all times during open house.
5. The violation of any provision of this policy will result in the loss of privilege of open house to the persons involved.

AGENDA ITEM 5 - Presentation of personnel changes since October 28, 1983.

RECOMMENDATION:

President Zacharias recommends that the Board of Regents approve the recommended personnel changes which have transpired since the meeting of the Board on October 28, 1983.

The recommended personnel changes are contained in the next twelve pages.

PERSONNEL CHANGES

(Subsequent to Meeting of Board of Regents on October 28, 1983)

Part I. Faculty Personnel Changes

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
ADJUNCT FACULTY		
<u>Ogden College of Science, Technology, and Health</u>		
Physics and Astronomy:		
Dr. Martin S. Longmire	\$ 3,956 per month 11/1/83-8/15/84 4,304 per month 8/16/84-2/28/85	Contract from Naval Research Laboratory for period November 1, 1983, through February 28, 1985
APPOINTMENTS		
<u>Bowling Green College of Business Administration</u>		
Finance and Management Information Systems:		
Dr. R. Michael Cudd	37,500	August 16, 1984; Associate Professor; replace Dr. Harold Fletcher
Dr. Edward Wolfe	37,500	August 16, 1984; Associate Professor; replace Dr. Arthur C. Gudikunst
<u>Ogden College of Science, Technology, and Health</u>		
Chemistry:		
Mr. John E. Strode	7,500	1984 spring semester only; Instructor; replace Dr. Norman Holy
Computer Science:		
Dr. Arvind D. Deogirikar	30,000	January 1, 1984; Assistant Professor; replace Mr. Raymond C. L. Hsu
Ms. Deborah Lopour	20,750	January 1, 1984; Instructor; budgeted position
Mr. Steven Christopher Speth	4,000	1984 spring semester; part-time Instructor for period January 1-May 15, 1984; budgeted position
Industrial and Engineering Technology:		
Mr. Thomas G. Minnich	28,500	August 16, 1984; Associate Professor; budgeted position
<u>Academic Services</u>		
Media Services:		
Mr. Scott T. Borden	16,704	December 15, 1983; Instructor and Senior Producer for WKYU-FM Radio; replace Ms. Barbara Dubczak;

Part I. Faculty Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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FACULTY REAPPOINTMENT

Ogden College of Science,
Technology, and Health

Mathematics:

Mrs. Bonnie Day Langley

\$ 7,500

January 1-May 6, 1984;
reappointed as Instructor
for 1984 spring semester

FACULTY REASSIGNMENT

College of Education

Center for Science and
Mathematics Education:

Dr. Glenn Crumb

no change

January 1, 1984; reassign
from Director of Office
of Sponsored Programs to
Director of Center for
Science and Mathematics
Education

Ogden College of Science,
Technology, and Health

Geography and Geology:

Dr. James L. Davis

75 percent
of current
salary, plus
annual
increase

August 16, 1984; requests
reassignment from posi-
tion as Vice President
for Academic Affairs to
full-time teaching
responsibilities; nine
months' basis

Physics and Astronomy:

Dr. William Buckman

November 15, 1983;
resigned as Interim Head
of department to return
to full-time teaching
responsibilities

ADDITIONAL RESPONSIBILITIES

Ogden College of Science,
Technology, and Health

Physics and Astronomy:

Dr. Wayne L. Hoffman

150 per
month
honorarium

November 15, 1983;
Interim Head of Physics
and Astronomy

LEAVE OF ABSENCE

Ogden College of Science,
Technology, and Health

Physics and Astronomy:

Dr. Marvin Russell

1984 spring semester;
without salary

RESIGNATION

Ogden College of Science,
Technology, and Health

Chemistry:

Dr. Norman L. Holy

January 14, 1984;
Professor

Part I. Faculty Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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RETIREMENT

Potter College of Arts
and Humanities

Music:

Dr. Howard Carpenter

June 30, 1984; Professor

DECEASED

College of Education

Educational Services/
Teacher Education:

Dr. Norman Ehresman

November 20, 1983;
Professor and Head of
Educational Services

SABBATICAL LEAVES OF ABSENCE

Bowling Green College of
Business Administration

Economics:

Dr. Stephen B. Jarrell

1984 fall semester

Management and Marketing:

Dr. Lawrence K. Finley

1985 spring semester

Mr. Brian G. Sullivan

1984 fall semester

College of Education

Educational Leadership:

Dr. H. Dwight Cline

1985 spring semester

Dr. H. Philip Constans

1984 fall semester

Ogden College of Science,
Technology, and Health

Geography and Geology:

Dr. James L. Davis

1984 fall semester

Industrial and Engineering
Technology:

Mr. Robert L. Baxter

1985 spring semester

Dr. John P. Russell

1984 fall semester

Nursing:

Ms. Kay P. Carr

1984 fall semester

Physics and Astronomy:

Dr. F. Dudley Bryant

1984-85 academic year

Potter College of Arts
and Humanities

Art:

Mr. Michael E. Klein

1985 spring semester

Mr. Ivan E. Schieferdecker

1984 fall semester

Communication and Theatre:

Dr. William Leonard

1985 spring semester

Dr. James W. Wesolowski*

1984-85 academic year

English:

Mr. Joseph M. Boggs

1985 spring semester

Dr. Nancy H. Davis

1984 fall semester

Dr. Joseph A. Glaser

1984 fall semester

Dr. Charmaine A. Mosby

1985 spring semester

*Contingent upon receipt of Fulbright Fellowship

Part I. Faculty Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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SABBATICAL LEAVES OF ABSENCE
(continued)

Potter College of Arts
and Humanities (continued)

Government:

Dr. Joseph A. Uveges, Jr.		1985 spring semester
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History:

Dr. Jack W. Thacker		1985 spring semester
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Modern Languages and
Intercultural Studies:

Dr. W. Lynwood Montell		1984-85 academic year
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Music:

Dr. Edward Pease		1985 spring semester
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Philosophy and Religion:

Dr. Edward L. Schoen		1985 spring semester
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Sociology, Anthropology,
and Social Work:

Dr. Edward Bohlander		1984-85 academic year
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Academic Services

Library Services (Library
Special Collections):

Ms. Nancy D. Baird		1984 fall semester
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ADMINISTRATIVE SABBATICAL LEAVES

College of Education

Educational Leadership:

Dr. William M. Traugott		1984-85 academic year
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Potter College of Arts
and Humanities

Art:

Dr. Joseph W. Gluhman		1984 summer session
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History:

Dr. Richard L. Troutman		1984 summer session
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Part II. Other Personnel Changes

STAFF APPOINTMENTS

Ogden College of Science,
Technology, and Health

Industrial and Engineering
Technology:

Mr. David P. Spicer	\$ 19,008	January 16, 1984; Electronics Technician; twelve months' basis; replace Mr. Ronald Louis Eicher
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Quality Water Laboratory:

Mr. Richard Walker	868 per month	January 23, 1984; Laboratory Technician; twelve months' basis; budgeted position
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Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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STAFF APPOINTMENTS
(continued)

Student Affairs

Athletics:

Mr. David Thomas Roberts	\$ 45,000	January 1, 1984; Head Football Coach; twelve months' basis; replace Mr. Jimmy Feix
Mr. David Wayne Culley	24,000	January 5, 1984; Assistant Football Coach and Wide Receiver Coach; twelve months' basis; budgeted position
Mr. Donald Wayne Powers	36,000	January 5, 1984; Defensive Coordinator and Assistant Head Football Coach; twelve months' basis; budgeted position
Mr. Steve Shankweiler	28,000	January 1, 1984; Offensive Line Football Coach; twelve months' basis; budgeted position
Mr. Barry Timothy Moore	10,000	January 9, 1984; Assistant Football Coach and Defensive Line and Weight Coach; twelve months' basis; budgeted position

STAFF REAPPOINTMENTS

College of Education

Educational Services:

Mr. Mark Pitcock	9,000	January 1-May 15, 1984; reappointed on temporary basis as Computer Programmer; half time with Henderson County Project and half time with PDC Network
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Student Affairs

Athletics:

Mr. Neophytos M. Papaioannou	3,728	August 16, 1983; reappointed on nine months' basis as Soccer Coach for 1983-84 school year
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STAFF REASSIGNMENT

Student Affairs

Athletics:

Mr. Jimmy Feix		January 1, 1984; asked to be reassigned from football coaching duties
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Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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STAFF PROMOTION

Business Affairs

Purchasing:

Mr. Ronald D. Slavic

\$ 15,000

December 15, 1983; promoted from Storekeeper in Central Stores to Manager of Inventory Control in Purchasing

Student Financial Aid:

Mrs. Marjorie G. Dye

16,656

January 1, 1984; promoted from Staff Assistant to Student Employment Officer

Mr. John B. Holder

19,992

January 1, 1984; promoted from Staff Assistant to Assistant to the Director for Financial Aid Counseling

Ms. Ann T. Sims

17,316

January 1, 1984; promoted from Junior Accountant to Financial Aid Accounts Officer

Student Affairs

Residence Hall Directors:

Ms. Rebecca J. Bush

939.40
per month

January 9-May 31, 1984; promoted from Assistant Director of W. R. McCormack Hall to Director of McLean Hall

EMPLOYMENT STATUS CHANGE

Student Affairs

Public Safety:

Mr. David Gordon

1,035 per
month

January 3, 1984; transferred from position of Staff Assistant in Downing University Center to position of Police Officer (B) in Public Safety

CHANGE OF TITLE

Student Affairs

Athletics:

Mr. Lawrence Gilbert

no change

January 1, 1984; title changed from Assistant Football Coach to Administrative Assistant and Assistant Football Coach

SECRETARIAL AND CLERICAL STAFF APPOINTMENTS

College of Education

Military Science:

Mrs. Linda E. Johnson

743
per month

December 12, 1983; Departmental Secretary; replace Mrs. Stella Murphy

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
SECRETARIAL AND CLERICAL STAFF APPOINTMENTS (continued)		
<u>Potter College of Arts and Humanities</u>		
Art:		
Ms. Judith L. Keiner	\$ 743 per month	January 3, 1984; Departmental Secretary; replace Mrs. Myra McDonald
<u>Academic Services</u>		
Library Services (Library Public Services):		
Ms. Sara Bryant	743 per month	October 31, 1983; Library Assistant III; replace Mrs. Janet Alm Anderson
Media Services:		
Ms. Holly J. Gloar	868 per month	December 1, 1983; Senior Secretary; replace Mrs. Marie McLuhan
<u>Business Affairs</u>		
Credit Union:		
Mrs. Linda Keplinger	725 per month	January 1, 1984; Teller; budgeted position
Postal Services:		
Mr. Charles W. Brooks	743 per month	November 8, 1983; Postal Services Clerk; replace Mr. John Baker
Student Financial Aid:		
Ms. Cassandra Marie Hall	707 per month	January 9, 1984; Financial Aid Clerk; budgeted position
Mrs. Martha Ellen White	707 per month	January 9, 1984; Financial Aid Clerk; budgeted position
<u>Student Affairs</u>		
Downing University Center:		
Ms. Sandra Smith Sherrell	743 per month	January 3, 1984; Administrative Secretary; budgeted position
Public Information:		
Mrs. Myra Lynn Weber	803 per month	November 21, 1983; Senior Administrative Secretary; replace Mrs. Reba Pickett
Office of the Registrar:		
Mrs. Terri M. Shannon	707 per month	January 3, 1984; Receptionist; replace Mrs. Patricia Smith
<u>College Heights Foundation</u>		
Mrs. Nancy J. Snyder	1,016 per month	December 12, 1983; Principal Secretary; part time for November 29- December 11, 1983; replace Mrs. Irene Motley

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
SECRETARIAL AND CLERICAL REAPPOINTMENTS, RECLASSIFICATIONS, AND/OR PROMOTIONS		
<u>College of Science, Technology, and Health</u>		
RMI Water Laboratory: Ms. Ramona G. Bowles	\$ 837 per month	February 1; position as Secretary to continue through June 30, 1984
<u>Academic Services</u>		
Library Services (Library Automation and Technical Services): Ms. Anne McKee	\$ 757 per month	January 4, 1984; promoted from Technical Services Assistant II to Technical Services Assistant III
Mrs. Teresa A. Taylor	943 per month	December 1, 1983; position reclassified from Technical Services Assistant II to Technical Services Assistant III
<u>Business Affairs</u>		
Credit Union: Mrs. Laura Faith	850 per month	January 1, 1984; promoted from Teller to Account Assistant
Mrs. Pauline Nowicki	803 per month	January 1, 1984; promoted from Teller to Teller III
Student Financial Aid: Mrs. E. Mae Hardcastle	1,263 per month	January 1, 1984; promoted from Scholarship Clerk to Scholarship Disbursement Officer
Mrs. M. Trudy King	1,142 per month	January 1, 1984; promoted from Cashier to Financial Aid Advisor
Mrs. Phyllis J. Bessette	1,035 per month	January 1, 1984; promoted from Senior Applications Clerk to Financial Aid Advisor
Ms. Marilyn J. Clark	1,256 per month	January 1, 1984; promoted from Veterans Certifying Agent to VA/Financial Aid Advisor
Mrs. Huda N. Melky	1,035 per month	January 1, 1984; promoted from Grants and Loans Clerk to Financial Aid Advisor
Mrs. Barbara M. Scheidt	1,388 per month	January 1, 1984; promoted from Records Specialist to Records Management Officer

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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SECRETARIAL AND CLERICAL REAPPOINTMENTS,
RECLASSIFICATIONS, AND/OR PROMOTIONS
(continued)

Student Affairs

Office of the Registrar:

Mrs. Rosalie Ashley

\$ 722
per month

November 28, 1983;
transferred from position
of Building Services
Attendant in Physical
Plant and Facilities
Management and promoted
to position of Recorder
in Office of the
Registrar; replace Ms.
Elaine Carlock

Mrs. Patricia S. Smith

921
per month

December 5, 1983; promoted
from Receptionist to
Senior Secretary

TEMPORARY--GRANT FUNDED

Academic Services

Media Services:

Mrs. Charolene Grogan

904
per month

responsibilities as
Interim Operations Clerk
with WKYU-FM Radio
Station extended through
June 30, 1984; Interim
Operations Clerk

Mrs. Pamela B. Younglove

868
per month

January 9, 1984; assuming
previous position as
Operations Clerk with
WKUY-FM Radio Station;
position as Interim
Coordinator of
Development and Public
Relations terminated
December 31, 1983

RESIGNATIONS

Bowling Green College of
Business Administration

Management and Marketing:

Ms. Carole E. Ledbetter

February 16, 1984; Senior
Departmental Secretary

College of Education

Military Science:

Ms. Stella Murphy

January 4, 1984; Secretary

Potter College of Arts
and Humanities

Art:

Ms. Myra D. McDonald

February 9, 1984;
Departmental Secretary

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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RESIGNATIONS
(continued)

Academic Services

Library Services (Library
Automation and Technical Services):
Mrs. Stacy Owens

January 3, 1984;
Technical Services
Assistant III

Media Services (ETV):
Mrs. Marie S. McLuhan

December 9, 1983; Senior
Departmental Secretary

Business Affairs

Purchasing:
Mrs. Janice Griffith

January 9, 1984; General
Clerk I

College Heights Foundation:

Mrs. Irene Motley

December 8, 1983;
Principal Secretary

Student Affairs

Athletics:
Mrs. Donna Banks White

February 13, 1984; Senior
Administrative Secretary
in Football Office

Public Information:
Mrs. Reba J. Pickett

November 23, 1983; Senior
Administrative Secretary

Office of the Registrar:
Ms. Edith Pamela Owens

November 11, 1983; Senior
Secretary

SALARY INCREMENT

Board of Regents

Mrs. Elizabeth Esters

\$ 250 monthly
increase for
duties as
Secretary to
the Board of
Regents

January 1, 1984

PERSONNEL CHANGES
(Supplemental List)
(Subsequent to Meeting of Board of Regents on October 28, 1983)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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Part I. Faculty Personnel Changes

CHANGE IN STATUS

College of Education

Psychology:

Ms. Shirley Malone

August 16, 1983;
appointed to rank of
Instructor

LEAVE OF ABSENCE

Bowling Green College of
Business Administration

Finance and Management

Information Systems:

Dr. Twafik Mady

1984-85 school year

RESIGNATIONS

Bowling Green College of
Business Administration

Finance and Management

Information Systems:

Dr. Michael Cudd

August 15, 1984; resigned
position previously
accepted; Associate
Professor

Potter College of Arts
and Humanities

Philosophy and Religion:

Dr. Robert C. Roberts

August 15, 1984; Professor

RETIREMENT

College of Education

Teacher Education:

Mr. James A. Carpenter

June 30, 1984; Associate
Professor; Coordinator
of Teacher Placement; and
Assistant Director of
Teacher Admissions,
Certification, and Student
Teaching

Part II. Other Personnel Changes

TEMPORARY--GRANT FUNDED

College of Education

Center for Science and

Mathematics Education:

Ms. Etta Jane Reid

\$ 743
per month

January 23, 1984;
Administrative Secretary

Teacher Education:

Mrs. Patricia Shanahan

1,023
per month

January 1-May 31, 1984;
position as Child
Development Associates
Area Training Supervisor
extended; part-time basis

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
TEMPORARY--GRANT-FUNDED (continued)		
<u>College of Education</u> (continued)		
Educational Services (Training and Technical Assistance Services): Mrs. Virginia Fehrmann		November 7-December 21, 1983, maternity leave of absence; leave of absence extended for period January 1-February 29, 1984
STAFF APPOINTMENT		
<u>Student Affairs</u>		
Residence Hall Director: Ms. Katherine Louise Taylor	\$ 5,604	January 23, 1983; salary is on a ten-month basis and paid over a twelve-month period; Assistant Director of W. R. McCormack Hall; replace Miss Becky Bush
CLERICAL STAFF APPOINTMENT		
<u>Bowling Green College of Business Administration</u>		
Management and Marketing: Ms. Elizabeth Ann Gilmartin	803 per month	February 1, 1984; Senior Departmental Secretary; replace Ms. Carole Ledbetter
<u>Business Affairs</u>		
Student Financial Aid: Ms. Kimberly Ann Hays	707 per month	February 1, 1984; Student Employment Clerk; replace Ms. Larissa Young
SECRETARIAL PROMOTION		
<u>Academic Affairs</u>		
Library Services: Ms. Jeannie Butler	751 per month	February 1, 1984; promote from Technical Services Assistant I to Technical Services Assistant II
<u>Student Affairs</u>		
Athletics: Mrs. Larissa G. Young	959 per month	February 1, 1984; transfer from position of Administrative Secretary in Student Financial Aid and promote to Senior Administrative Secretary in Men's Football Office
RESIGNATIONS		
<u>Business Affairs</u>		
Postal Services: Mr. Charles W. Brooks		February 3, 1984; Postal Services Clerk
<u>Student Affairs</u>		
Residence Hall Director: Ms. Cynthia Bailey Dean		January 2, 1984; Director of McLean Hall

President Zacharias noted that the recommended personnel changes contain the sabbatical leave proposals and asked Dr. James L. Davis, Vice President for Academic Affairs to explain to the new members of the Board the role that a sabbatical leave plays in the development of a faculty member. After reviewing the eligibility requirements for a sabbatical leave, Dr. Davis explained that a faculty member on an approved sabbatical who would normally function with full-time teaching and research activities would be working on the approved project that would be related to work the individual is doing in his/her teaching area. After completion of the work in the sabbatical, a report is written and submitted to the Vice President for Academic Affairs. Some of those reports have, in the past, been shared with members of the Board to show the kinds of things that the faculty members have accomplished. In conclusion, Dr. Davis described a sabbatical leave as a "revitalization project that is extremely good to recharge any individual who might be proposing or receiving a sabbatical."

President Zacharias pointed out that he had recommended a sabbatical leave for Dr. James L. Davis and noted that Dr. Davis did not recommend or approve his own leave. Dr. Zacharias stated he had made the recommendation by virtue of the fact that Dr. Davis was entitled to a sabbatical, having resigned as Vice President for Academic Affairs.

In other discussion, Mr. Cook felt it would be helpful for the Board members to have a short summary of brief comments on each of the proposed sabbaticals in terms of what the individual would be doing during the leave and the benefits that would be derived from the sabbatical. Vice President Davis was asked to prepare a summary of the proposals for submittal to the Board.

With no further discussion, Mrs. Wilson moved and Mr. Smith seconded the adoption of the recommended personnel changes. The roll call vote follows:

Aye: Campbell, Clark, Cook, Iracane, Judd, Page, Sheffer,
Smith, Wilson

Nay: None

Pass: Miller

AGENDA ITEM 6 - Presentation of recommendations to the President from the Vice President for Academic Affairs.

RECOMMENDATION:

President Zacharias recommends the approval of the following item from the Academic Council:

A Third Option—a 30-hour concentration in Foods and Nutrition is proposed for the existing M.S. degree program in Institutional and Home Environment.
(Department of Home Economics and Family Living)

Background:

The option in Foods and Nutrition has been developed in response to student interest and increased employment opportunities. Students earning the master's degree through the proposed option will be prepared for membership in the American Dietetic Association and will be eligible for the registration examination.

The proposed new option provides for individual student flexibility, in that students will be able to emphasize course concentrations consistent with their vocational goals: dietetics, restaurant management, industry or teaching.

The two options currently offered under the M.S. in Institutional and Home Environment are (A) Interior Design and Housing and (B) Textiles and Clothing. These options will remain unchanged.

Mr. Page moved and Mrs. Miller seconded the adoption of the above recommendation. The motion passed unanimously by voice vote.

AGENDA ITEM 7 - Recommendation to rename Gallery J of the Kentucky Museum to the "Harry L. Jackson Gallery."

RECOMMENDATION:

President Zacharias recommends the renaming of Gallery J of the Kentucky Museum the "Harry L. Jackson Gallery" in recognition of Mr. Jackson's reputation as an art collector and his numerous contributions to Western Kentucky University.

Background:

Additional information provided by Dean Henry Hardin in a memorandum and enclosures dated November 30, 1983. Those documents are filed with the official Board records.)

In discussion that followed, President Zacharias said, "One of the ways of defining Harry Jackson is—he is 'Mr. Culture of Bowling Green'; he is also 'Mr. Congeniality.' He is a tremendous person. He has one of the finest grasps of world culture of anyone with whom I have ever had the privilege of engaging in conversation. He also has another characteristic that makes us all like him a lot—he has a tremendous love for this University. He has donated countless hours to Western Kentucky University in ways that many of us will never know about, simply because of his interest in the Kentucky Museum and in bringing exhibits to the Museum. He has given generously of his own personal collections. He is known by curators around the world for his knowledge about items ranging from art to furniture, and I can't think of anyone more deserving of the honor than Mr. Jackson." In concluding his remarks, Dr. Zacharias pointed out that among his many credentials, Harry Jackson is a member of the Presidential Advisory Board of the Commission for the Arts of the John F. Kennedy Center for Performing Arts in Washington.

Mr. Cook moved the adoption of the resolution renaming Gallery J of the Kentucky Museum to the "Harry L. Jackson Gallery." The motion was seconded by Mrs. Wilson and passed unanimously by voice vote.

AGENDA ITEM 8 - Recommendation to accept Julius Rather's gift of his Kentucky Political Americana Collection.

RECOMMENDATION:

President Zacharias recommends acceptance of Julius Rather's gift of his Kentucky Political Americana Collection to Western Kentucky University in accordance with his statement of December 19, 1983.

Background:

In consideration of his love and respect for Western Kentucky University, Mr. Julius Rather has presented his Kentucky Political Americana Collection to the Kentucky Museum. This collection is the most notable grouping known to exist of Kentucky election materials ranging from the election of the first governor to the present. Of particular note are the numerous rare items such as the Henry Clay tea plates, the Lincoln mourning pins, the Lincoln Johnson campaign ribbon, the Goebel items, and the Buchanan Breckinridge street banner from the election of 1856.

The collection is estimated to have a value of approximately \$40,000.

Mr. Sheffer moved and Mr. Clark seconded the acceptance of Mr. Rather's gift. The motion passed unanimously by voice vote.

AGENDA ITEM 9 - Recommendation to ratify and accept a gift of land of approximately 20 acres which was given by Dr. R. O. C. Green and his wife, Janet Green, by Deed of Gift dated December 28, 1983.

RECOMMENDATION:

President Zacharias recommends that the Board of Regents ratify his acceptance, for and on behalf of the Board, of a gift of land of approximately 20 acres which was given by Dr. R. O. C. Green and his wife, Janet Green, by Deed of Gift dated December 28, 1983.

Background:

Dr. R. O. C. Green and his wife, Janet, have made an absolute gift in fee simple to the Board of Regents of approximately 20 acres of land. The property is located in Warren County on the west side of Clay Lick Creek about one and one-half miles east of Honaker's Ferry and bounded by Shanty Hollow Lake.

The Greens desire that the land be used for the development of an outdoor laboratory and camp facility to enrich the University's programs in physical education and recreation, and that, if such a facility is developed, it be named in honor of their son, William Edward Hixon Green. They further desire that in the event the University sells or transfers its ownership in the land, the funds, or other value realized from the transaction, be used to enhance the quality of life of handicapped persons. The desires expressed by the Greens are not conditions of the gift, and the Board of Regents has full discretion to make whatever use or disposition of the land which it deems to be in the best interest of the University.

Personnel in the Department of Physical Education and Recreation

are developing proposals and programs to utilize the land for an outdoor laboratory and camp facility for handicapped persons.

Mrs. Wilson moved and Mrs. Miller seconded the ratification and acceptance of the gift of land from Dr. and Mrs. R. O. C. Green. The motion passed unanimously by voice vote.

AGENDA ITEM 10 - Recommendation to approve a document labeled "Collections Policy: The Kentucky Museum, Western Kentucky University."

RECOMMENDATION:

President Zacharias recommends approval of the document labeled "Collections Policy: The Kentucky Museum, Western Kentucky University," effective immediately.

Background:

The continued development of the Kentucky Museum is another of Western Kentucky University's success stories. As the number of gifts increases, the museum needs a clearly stated policy to assist donors and the university in understanding how gifts are made. Dean Henry Hardin and his staff have developed the following policy. It has been reviewed by Dr. James Davis and Mr. William Bivin. They recommend approval of this policy.

COLLECTIONS POLICY
THE KENTUCKY MUSEUM
WESTERN KENTUCKY UNIVERSITY

Historical Background

The year 1923 marked the start of the development of the Kentucky Building on the campus of Western Kentucky University. In the 1951 "Register" of the Kentucky Historical Society, Mary T. Moore of the Kentucky Library stated:

"About 1923, the late Dr. H.H. Cherry, president, conceived the idea and promoted a campaign to raise funds to build a suitable structure in which could be preserved the history of the Commonwealth in a museum and library. Here it would be easy access to residents of the western part of the State, to the college students, and to the school children of this section. Dr. Cherry wanted this for western Kentucky, but its usefulness has now become national in scope, since scholars all over the country come here to do research on Kentucky."

The concept of a Kentucky Building was to create a center to reflect the heritage and culture of the Commonwealth. Immediate support for this concept came from across Kentucky. The Courier-Journal, the Herald-Post, the Park City Daily News, and the Louisville Times gave editorial endorsement to the concept. An editorial in the Louisville Times stated:

"If the College Heights Foundation succeeds in raising the fund of \$300,000, the proposed Kentucky Building in Bowling Green will exemplify the spirit of Kentucky in a section which, although less famous than the Bluegrass, is as truly the legendary Kentucky as any of the central counties."

The College Heights Foundation was created to raise money for scholarships and for construction of a Kentucky Building. The Foundation and the Kentucky Building program were very closely identified in the twenties and thirties. By 1930, \$200,000 had been raised

in a campaign to furnish \$300,000 for construction of the older part of what is now the Kentucky Building. Construction was begun in 1931 and finished in 1939 because of the financial instability caused by the Great Depression.

Through the next 35 years the collections and programs grew until renovation and expansion of the existing facilities became necessary. In 1977, a major program was funded to renovate the existing structure to meet modern museum standards and to provide additional space and equipment to accommodate present and future needs. The programs reopened on July 4, 1980. The original Kentucky Building, designed by Brinton B. Davis, was listed on the National Register of Historic Places in 1979.

I. The Collections, Their Acquisition, Care and Use

The Kentucky Museum and Kentucky Library hold in trust large collections of cultural materials for the benefit and use of present and future generations of Kentuckians. The collections reflect the general history and heritage of the people of the Commonwealth and include examples of American Indian artifacts; farm, construction, and household tools and equipment; natural history and geological specimen; materials relating to businesses; textiles, including quilts, woven coverlets and clothing; and fine decorative arts.

Other relevant cultural materials are collected, including comparative collections which provide a context or point of reference for the story of Kentucky and Kentuckians and which reflect and support the programs of the university.

Acquisitions

The collections are acquired primarily as gifts from the public at large. Items offered are reviewed by the acquisitions committee for their relative value to the collections and for their physical conditions, including any expense for restoration or conservation that would be necessary. Acceptance into the collections recognizes the commitment to provide proper environment for new acquisitions.

Resources accepted are intended to remain in the public trust for their preservation and use in perpetuity. They are made available for scholarly research and study and for exhibits with appropriate interpretive settings and labels. When accepted for the collections, items are carefully described on appropriate forms (Loan Agreement) which transfer legal ownership of artifacts to the museum. Artifacts are accepted only without restrictions of any kind, unless specifically written into the donor's gift agreement form and agreed upon by both the museum and the donor.

Some materials occasionally are given by a donor and received by the museum with the express permission and direction that the materials may not be added to the collection, but rather that they may be exchanged for needed items or sold to provide for the purchase of needed items.

Artifacts occasionally are purchased with state or private funds to meet the special needs of the museum.

Appraisals

Gifts to the collections may be tax deductible. Donors are advised to inquire of their tax accountants about such possible benefits to them. No appraisals are made by the staff, and no appraisals are paid for by the museum. The matter of appraisals is strictly one for the donor to investigate. However, the museum will provide lists of objects given and any current information concerning such objects which may be readily available. Cooperation and help with information must be limited to that which will avoid any conflicts of interest as described by the Internal Revenue Service codes and interpreted by the Courts.

Loaned and Borrowed Items

Objects may be borrowed from or loaned to other museums for specific purposes and lengths of time to accomplish particular objectives and exhibit or research needs. Appropriate forms (Loan Receipt) document these needs and conditions.

Deaccessions

Deaccessions of materials are occasionally necessary. Two primary reasons are extreme physical deterioration and accidental, severe damage. Such items must be brought before the deaccessions committee for review and appropriate action. All deaccessioned items are disposed of according to the standards set forth by the American Association of Museums in Museum Ethics.

Conservation of Collections

Museum and libraries are known by their collections and the programs developed through the use of their collections. Therefore, it is of primary importance to provide physically secure and environmentally safe spaces for storage of reserve collections, for exhibits and displays, and for use of the collections for study and research programs. Systems for security and for environmental control have been established and are monitored both internally and by the university's Department of Public Safety and the Physical Plant Office. It is further incumbent upon the programs to provide appropriate restoration/conservation treatment for items within the collections and to establish priorities for the expenditure of funds for such services.

The Kentucky Museum is a member of the Intermuseum Conservation Association, a group of cultural organizations joined together to provide expert conservation treatment for cultural materials. The conservators of ICA subscribe to the code of ethics of the International Institute for Conservation. This organization provides professional treatment for paintings, prints, maps, manuscripts, furniture, glass, metals, and other cultural materials found with the collections. Other qualified conservators are engaged by the museum as needed for specific projects as resources allow.

Use of Collections

Collections are acquired, conserved, catalogued, and secured to provide research, educational, and recreational resources and services for the public.

Educational programs include instruction through lectures, demonstrations, workshops, tours, seminars, film series, and performances. An exhibits program offers cultural materials with appropriate interpretive information carefully researched and presented in objective and intellectually honest fashion. Should new facts or changes in analysis of the information result in new conclusions, such new information promptly replaces previous information that may be inaccurate or misleading.

The exhibits programs include permanent exhibits which remain on view for indefinite periods of time and other exhibits and displays which are changed yearly, after six months, after two months, and monthly. Small displays of artifacts for groups with particular interests are arranged in-house as time and other resources allow. Small suitcase traveling exhibits are provided for public use outside the museum for schools, nursing homes, club meetings, etc., for educational and recreational purposes. These exhibits include packets of educational materials for teachers or leaders who borrow them.

Reasonable access to the collections is provided to the general public on a nondiscriminatory basis. This access is based on four principal guidelines:

1. That the continued physical integrity of the objects will allow such use.

2. That requests for access are based on appropriate scholarly or educational purposes.
3. That appropriate personal identification of the person or persons requesting access is established with the museum registrar's office.
4. That the objects requested are used in the careful manner and in the appropriate place as described and supervised by the museum registrar.

Artifacts on exhibit are rotated and changed frequently, both for their protection from harmful environmental conditions and to provide opportunities for greater numbers of artifacts to be seen by the public. Within permanent exhibits the most fragile types of objects are replaced regularly by similar objects. This is a significant part of the conservation program which helps to ensure the long-term preservation of the collections.

Mr. Page moved and Mr. Cook seconded the approval of the Collections Policy. The motion passed unanimously by voice vote.

AGENDA ITEM 11 - Report by the President.

As a result of some of the adverse publicity surrounding the crisis experienced during the December freeze, President Zacharias reviewed the insurance situation and told the Board, "Western did not have insurance coverage because the state did not authorize such coverage." He added, "We will continue to look for ways to try to recover some of the expenditures we experienced; and as soon as all the figures are in and verified, we will give you an update on the total amount of the damage."

AGENDA ITEM 12 - Recommendation to adopt a resolution required as a result of contracts with the United States Department of Defense.

RECOMMENDATION:

President Zacharias recommends approval of the resolution required as a result of contracts with the United States Department of Defense.

Background:

It is necessary for the Board of Regents to pass a resolution each time there is a change in membership. The University must then report this action to the Office of Industrial Security of the United States Government. The resolution follows:

RESOLUTION

WHEREAS, certain research opportunities and activities of members of the faculty of Western Kentucky University require that the University from time to time negotiate, execute, administer, and perform contracts with the Department of Defense and other User Agencies of the United States Government, which involve necessary access to classified information, and

WHEREAS, the Defense Supply Agency, Defense Contract Administration Services, Offices of Industrial Security of the United States Government, requires federal security clearance for all persons having access to classified information, including the research investigators and persons constituting the Managerial Group of Western Kentucky University who may be involved in negotiating, executing, and administering University obligations under such contracts, and

WHEREAS, for the purpose of facilitating continuation of research opportunities and activities of the faculty, it is necessary to designate an administrative Managerial Group, as described in the Industrial Security Manual for Safeguarding Classified Information, so that members of the Managerial Group, in addition to faculty research personnel, may be processed for an Access Authorization for access to classified information to the level of the facility clearance that may be granted to the University:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. For the purpose of negotiating, executing, and administering classified contracts with the United States Government of Defense or other User Agencies of the United States Government that may be awarded to Western Kentucky University, the following persons, holding the position indicated, have consented to security clearance, and are, hereby, constituted as the Managerial Group of administrative officials, as described in the Industrial Security Manual for Safeguarding Classified Information:

<u>Name</u>	<u>Position</u>
Donald W. Zacharias	President
Paul B. Cook	Assistant to the President for Resources Management and Director of the Budget
James L. Davis	Vice President for Academic Affairs
Harry K. Largen	Vice President for Business Affairs
John D. Minton	Vice President for Student Affairs
Charles Eison	Acting Director of Sponsored Programs

2. The President shall be and hereby is delegated the full authority and responsibility for negotiating, executing, and administering classified contracts with the United States Department of Defense and other User Agencies of the United States Government. The President may sub-delegate or assign such administrative authority and responsibility to one or more members of the Managerial Group designated above but shall not sub-delegate or assign any such administrative authority or responsibility to any university administrative official or employee or other person, not so designated by the Board of Regents and processed for security clearance.

3. All other administrative officers and employees of the University and the following named members of the Board of Regents shall not require, nor shall they have, and they may be effectively excluded from, access to all classified information released to, in the possession of, or under the control of Western Kentucky University. No such person shall have any authority to affect adversely the policies and practices of the University Managerial Group in controlling, limiting, and restricting access to classified information in connection with the contracts for the Department of Defense and other User Agencies of the United States Government, exclusively to members of the Managerial Group, and project research personnel who have the required security clearance.

BOARD OF REGENTS

<u>Name</u>	<u>Title</u>
Mr. Joe Bill Campbell	Chairman
Mr. Joseph Iracane	Vice Chairman
Mrs. Mary Ellen Miller	Faculty Regent
Mr. Jack Smith	Student Regent
Mr. Ronald W. Clark	Regent
Mr. Joseph A. Cook II	Regent
Mrs. Patsy Judd	Regent
Mr. J. Anthony Page	Regent
Mr. Ronald G. Sheffer	Regent
Mrs. Hughlyne P. Wilson	Regent

Mr. Cook moved and Mr. Page seconded the adoption of the above resolution. The motion passed unanimously by voice vote.

There being no further business, the meeting adjourned at approximately 4:20 p.m. Dinner was served to members of the Board and guests in the Downing University Center prior to the basketball game.

CERTIFICATION OF SECRETARY

I hereby certify that the minutes herein set forth an accurate record of votes and actions taken by the Board of Regents of Western Kentucky University in its regular meeting of February 4, 1984, 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 KRS 61.810, 61.820, and 61.825 (enacted as Sections 2,3,4, and 5 of House Bill 100, 1974 Regular Session, General Assembly.

Elizabeth W. Esters
Elizabeth W. Esters, Secretary

Joe Bill Campbell
Joe Bill Campbell, Chairman

Elizabeth W. Esters
Elizabeth W. Esters, Secretary