

**MINUTES**  
**OF THE BOARD OF REGENTS**  
**WESTERN KENTUCKY UNIVERSITY**

**April 24, 2008**

**AGENDA ITEM 1 - Call to Order**

Required statutory notice having been given, the second quarterly meeting of the Board of Regents of WKU was held in the Cornelius A. Martin Regents Room in Mass Media and Technology Hall on the WKU campus. The meeting was called to order by Chair Lois Gray at approximately 9 a.m., CDT.

**AGENDA ITEM 2 - Invocation**

The invocation was provided by Dr. Eric Bain-Selbo, Head, Philosophy and Religion.

**AGENDA ITEM 3 - Roll Call**

The following members were present:

Ms. Lois Gray  
Ms. Yvette Haskins  
Ms. Judi Hughes  
Ms. Jeanne Johnson  
Mr. Jim Johnson  
Mr. Jim Meyer  
Dr. Patricia Minter  
Ms. Forrest Roberts (arrived late)  
Ms. LaDonna Rogers  
Ms. Tamela Smith  
Mr. Larry Zielke

Others in attendance included: President Gary Ransdell; Ms. Liz Esters, Secretary to the Board of Regents and Staff Assistant to the President; Dr. Barbara Burch, Provost and Vice President for Academic Affairs; Mr. Tom Hiles, Vice President for Institutional Advancement; Dr. Richard Kirchmeyer, Assistant Vice President for Information Technology; Mr. John Osborne, Assistant Vice President for Campus Services; Ms. Ann Mead, Chief Financial Officer; Dr. Wood Selig, Athletics Director; Dr. Gene Tice, Vice President for Student Affairs; Dr. Richard Miller, Associate Vice President for Academic Affairs and Chief Diversity Officer; Ms. Robbin Taylor, Assistant to the President for Governmental Relations; and Ms. Deborah Wilkins, Chief of Staff and General Counsel.

Before assuming with the regular agenda, Chair Gray commented on a concern brought forward by the *College Heights Herald* in reference to the January 25 meeting of the Board

regarding the closed session. Ms. Gray stated, "The Board is fully aware that it cannot take action on matters in closed session while in closed session; it did not do so on that date. The Board has not been asked to take, and it has not taken any action related to the men's soccer program."

Secondly, "The Board has received a request from Mr. Doug Gorman to address the Board on the matter of the elimination of the men's soccer program. In accordance with our *Bylaws*, the request came to me as Chair, and I approved the request; so I will call on Mr. Gorman to come forward at this time. As noted in my letter to Mr. Gorman, in the interest of the Board's schedule with an extremely long agenda, his comments will be restricted to five minutes, and I ask Dr. Capps, our Parliamentarian, to assure this schedule.

Mr. Gorman's comments follow:

"Good morning Chair Gray, Board of Regents, Dr. Ransdell, and others. My name is Doug Gorman, and I'm a proud 1986 graduate of WKU; a four-year letter winner on the men's soccer team. If it weren't for soccer, I wouldn't be a WKU graduate, and my three children would look significantly different. It is this team for which I'm here today. I want to take four minutes of your time discussing the past, present, and future for this great ambassador for the only university that I love. With me today representing the Hilltopper Soccer Team is Dustin Downing, Jason Sparks, Brad Magesin, Paul Colby, Will Thompson, Ted Musick, and Sam Grumbit. These gentlemen have had the sport they attended WKU for jerked out from under them, and are now leaving the only university they wanted to earn a degree from, which was their goal for attending college, getting an education, and playing a sport which they loved. In recent weeks, we've had players transfer to schools all across the nation to play soccer. Also with me is Todd Rickberry, a gentleman I played soccer with back in the 80's and J.C. Burns, a soccer alumni. We represent over one hundred and eighty alumni of a twenty-six year old program who want to make a difference for this university."

"When the soccer team was recognized Tuesday night as having the highest team GPA of men's teams on campus, this wasn't surprising because that's a spot they find themselves in and have found themselves in for the past twenty-six years...I am extremely proud of Coach David Holmes, a man who has given twenty-four years of his life to my university as well as a hundred true student athletes who represent this university well. The ultimate irony about conference affiliation is that men's soccer was added in 1982 as a condition for us to join the Sun Belt

Conference. In 1996, the Sun Belt stopped sponsoring soccer, and the men's team competed in the Missouri Valley Conference and represented WKU well, all while playing in the third toughest conference in America and playing a tougher national schedule than any other sport at WKU."

"With the state-mandated budget cuts, difficult decisions across this campus must be met. Athletics, as an integral part of this campus, should not be spared but share in those difficult decisions. In 1993, this very same Board made a heroic 5-4 vote and saved football at WKU. The same budget cuts were going on back then, and the easiest thing to do was to chop football. It's hard to imagine, though, what the last fifteen years would be like on this campus without football if one more vote had gone the wrong way."

"We have an opportunity today to rewrite history and to find a solution athletically and budget-wise to this problem. What I'm asking for today and proposing is that the University start the budget process by eliminating the eight men's scholarships that are used for men's soccer. Many great players have played for this University with no financial aid. There is no such thing as full scholarship in soccer; there are eight scholarships for twenty six players. This will result in an immediate cost savings of \$182,000, which is four times the original amount requested be cut by the Athletics Department and is still in line with the additional three percent requested by the State. The program will generate over \$200,000 per year in tuition and fees with players on the team. The entire program can be funded for approximately \$120,000 per year; for this \$120,000, WKU receives twenty-six of the best student athletes GPA-wise on campus; a program that brings positive recognition to this University, is a true ambassador for the sport in the Commonwealth and across the south, and an opportunity for this University to tap the financial resources of soccer supporters of south central Kentucky. With very little effort—actually one e-mail—I received over \$80,000 per-year commitment for five years."

"My hope and the hope of everyone I represent is that you will do what is right for these student athletes and make the tough decisions. Today, I am requesting that you form an athletics task force with a six-week deadline of finding a win-win solution to this fund-raising creativity. I believe you owe it to this University and to the young men who are proud to call WKU their university."

"Thank you for your time this morning, and God bless each and every one of you."

Chair Gray responded, "I do not doubt that concerns about reductions that are or will be occurring in other areas of the campus also exist. Two open forums were hosted here on

April 17 to provide information about WKU's budget and tuition. Some of the concerns that were brought forward related to rising tuition costs; elimination of faculty positions in core programs; reduced operating funds for programs that are critical to all; reduction of the University's contributions to our worker's comp self-insurance fund; and sustaining funding for our employee health insurance reserve."

"Based on the leadership and thoughtfulness demonstrated by both Dr. Selig and Dr. Ransdell in past decisions related to the University's athletic programs, I am confident their decision related to men's soccer program was carefully deliberated and made with the best interests of the University foremost in mind."

**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 members of the Board.**

**AGENDA ITEM 4 - Disposition of the minutes of the January 25, 2008 meeting of the Board of Regents**

A draft of the minutes for January 25, 2008, was mailed to the Board in advance of the meeting; motion to approve the minutes as submitted was made by Mr. Zielke, seconded by Ms. Smith, and carried unanimously.

**AGENDA ITEM 5 - Committee Reports**

**5.1 Academic Affairs Committee, Ms. LaDonna Rogers, Chair**

**5.1.1 Approval: Faculty Emeritus Appointments**

**REQUEST: Approval of faculty emeritus/a status for recommended individuals.**

**FACTS:** Listed below are faculty members who have been recommended by the tenured faculty, department head, and college dean to be awarded emeritus/a status. They have served the University for at least ten years and have had distinguished records of achievement and service at the University.

Potter College of Arts & Letters

*Department of Communication*

Dr. Kay Payne, Professor of Communication, Emerita

*Department of Sociology*

Dr. James Grimm, Professor of Sociology, Emeritus

Gordon Ford College of Business

*Department of Accounting*

Mr. Fredrick A. Clark, Assistant Professor of Accounting, Emeritus

Mr. M. Keith Gabehart, Associate Professor of Accounting, Emeritus

Dr. Joel E. Philhours, Professor of Accounting, Emeritus

Mr. Edward R. Schweizer, Associate Professor of Accounting, Emeritus

Mr. Rodney Veitschegger, Associate Professor of Accounting, Emeritus

College of Education & Behavioral Sciences

*Department of Psychology*

Dr. Sam McFarland, Professor of Psychology, Emeritus  
Dr. Leroy Metze, Professor of Psychology, Emeritus  
Dr. Shula Mussnug, Associate Professor of Psychology, Emerita  
Dr. Ernest Owen, Associate Professor of Psychology, Emeritus

Bowling Green Community College

*Division of Business and Computer Studies*

Dr. Jerry Boles, Professor of Business and Computer Studies, Emeritus

*Division of Academic Support*

Ms. Jennie Brown, Assistant Professor of Academic Support, Emerita

**RECOMMENDATION:** President Ransdell recommends approval of faculty emeritus/a status for the individuals as listed.

**APPROVED:** Academic Affairs Committee - April 4, 2008

Motion for approval of faculty emeritus/a status for the above-listed faculty was made by Mr. Zielke, seconded by Ms. Hughes, and carried unanimously.

**5.1.2 REQUEST: Approval of a new graduate certificate program in Teaching English to Speakers of Other Languages (TESL) offered through the Department of English.**

**FACTS:** The TESL Graduate Certificate is intended for individuals who are not P-12 teachers but, rather, individuals who want to teach in language institutes, either domestically or abroad. Currently, Kentucky public school teachers can earn a certificate to teach ESL in K-12. Non-public school teachers earn no certification despite having completed the same program. In many international markets, anyone who wants a respectable, well-paying ESL position must, at minimum, possess a graduate certificate in TESL. If not, they receive substandard salaries and little job security. Likewise, most community colleges and private language academies in the United States demand some sort of certification in TESL. In short, by giving students from a variety of graduate programs the opportunity to earn a certificate in TESL, we significantly open up their job opportunities.

The Certificate requires 15 hours, a portfolio of student work, and completion of 6 hours of one foreign language if not previously taken. This certificate is intended to qualify graduate students to teach English to non-native speakers outside of the public school system domestically or internationally. A graduate certificate in TESL will give such students the credentials private language institutes and foreign schools and universities prefer, thus making those who complete our program more marketable.

This program is custom-made for the University's mission of engaging students for success in a global society. Specifically, it encourages them to learn more about the cultural, sociological, political, economic, and cognitive aspects of learning another language. Inevitably, during and after the program, certificate graduates will help their students overcome cross-cultural differences and create international understanding--two main goals of second language instruction. This new graduate certificate responds to the University's Strategic Goal 1: Increase student learning.

**BUDGETARY IMPLICATIONS:** Existing resources will be utilized. No additional funds are requested.

**RECOMMENDATION:** President Ransdell recommends approval of a new graduate

certificate program in Teaching English to Speakers of Other Languages.

APPROVED: Academic Affairs Committee, April 4, 2008

Potter College of Arts and Letters  
Department of English  
**Proposal to Create a New Certificate Program**

Contact Person: Alexander B. Poole alex.poole@wku.edu 5-5780

1. Identification of program:

1.1 Program title: Graduate Certificate in Teaching English to Speakers of Other Languages (TESL)

1.2 Required hours in program: 15

1.3 Special information: Courses in this program will be offered either on-line, in the evenings, or during the summer for the convenience of full-time professionals.

1.4 Catalog description:

The TESL Graduate Certificate is intended for individuals who are not P-12 teachers but, rather, individuals who want to teach in language institutes, either domestically or abroad. The Certificate requires 15 hours consisting of English 407G Linguistic Analysis, 408G Socio-Psycho Linguistics, 565 Integrated TESL, 566 Teaching and Testing ESL Grammar, and 508 TESL Field Experience. Other requirements include a portfolio of student work and completion of 6 hours of one foreign language if not previously taken. Students may take the courses in any sequence except for ENG 508, which involves a field experience that students do in Bowling Green during their last semester. Students must have taken English 104 Introduction to Linguistics, 302 Language and Communication, 304 English Language, or an approved equivalent before being admitted. Students must maintain a 3.0 GPA in order to receive the certificate.

2. Objectives of the proposed certificate program:

This certificate is intended to qualify graduate students to teach English to non-native speakers outside of the public school system domestically or internationally. A graduate certificate in TESL will give such students the credentials private language institutes and foreign schools and universities prefer, thus making those who complete our program more marketable.

3. Rationale:

3.1 Reason for developing the proposed certificate program:

Currently, after completing these same courses, Kentucky public school teachers earn a certificate to teach ESL in K-12. Non-public school teachers earn no certification despite having completed the same program. In many international markets, anyone who wants a respectable, well-paying ESL position must, at minimum, possess a graduate certificate in TESL. If not, they receive substandard salaries and little job security. Likewise, most community colleges and private language academies in the United States demand some sort of certification in TESL. In short, by giving students from a variety of graduate programs the opportunity to earn a certificate in TESL, we significantly open up their job opportunities.

3.2 Relationship of the proposed certificate program to other programs now offered by the department:

This program is identical to the existing endorsement intended for current public school teachers in Kentucky except that this certificate is intended only for individuals teaching in non-public schools.

- 3.3 Relationship of the proposed certificate program to certificate programs offered in other departments:

The courses in this program are unique to the English Department. While the Modern Languages Department offers a series of pedagogy courses in the teaching of a foreign language, these are intended for undergraduate English speakers seeking certification to teach foreign language in public schools.

- 3.4 Projected enrollment in the proposed certificate program: 15-20, based on current enrollment in TESL classes and expressed demand
- 3.5 Similar certificate programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):

The only similar program in the state of Kentucky is a 12-hour undergraduate program offered at Spalding University. In terms of benchmark schools, the following schools offer graduate certificates in TESL:

1. Youngstown State University (Ohio), 12 hours
2. Indiana State University, 12 hours
3. Central Missouri State University, 21 hours
4. California State University--Fresno, 12 hours

- 3.6 Relationship of the proposed certificate program to the university mission and objectives:

This program is custom-made for the University's mission of engaging students for success in a global society. Specifically, it encourages them to learn more about the cultural, sociological, political, economic, and cognitive aspects of learning another language. Inevitably, during and after the program, certificate graduates will help their students overcome cross-cultural differences and create international understanding--two main goals of second language instruction.

4. Curriculum: Required courses: 15 hrs

English 407G Linguistic Analysis  
English 408G Sociolinguistics and Psycholinguistics  
English 565 Integrated TESL  
English 566 Teaching and Testing ESL Grammar  
English 508 TESL Field Experience  
Student Portfolio (for final assessment)  
Other Requirements:  
6 hours of one foreign language if not previously taken

The program will be assessed by portfolios, which students will be required to assemble during the last semester of the program. The portfolio will consist of selected pieces of student work, such as essays, lesson plans, and classroom observations.

5. Budget implications: None (The entire program currently exists.)
6. Proposed catalog term: Fall 2008
7. Dates of prior committee approvals:

English Department/Division:	9-27-07
PCAL Curriculum Committee	10-11-07
Graduate Council	12-13-07
University Senate	3-04-08

Motion for approval to establish a new graduate certificate program in Teaching English to Speakers of Other Languages was made by Mr. Johnson, seconded by Dr. Minter, and carried unanimously.

The following student groups were recognized for their accomplishments this year:

- **One Campus Challenge U** - WKU earned the top spot in the ONE Campus Challenge efforts to raise awareness of extreme poverty and treatable diseases. David Lane, ONE president and CEO said, "WKU's ONE Chapter distinguished themselves with the caliber and effectiveness of their efforts to bring others into the movement and advocate for change. Hilltoppers are leading the next generation of activists and, right now, are helping create a better life for millions suffering from extreme poverty."
- **WKU Forensic Team Success:**
  - Only university in the nation to win back-to-back National Forensic Association (NFA) Lincoln-Douglas Debate National Championships;
  - Only university in the nation to win national championships in both debate and individual events;
  - In the history of competitive speech and debate, WKU is the only university to have won all three national debate tournaments; the International Tournament and the American Forensic Association (AFA) Nationals and the national Forensic Association (NFA) national championships. The odds are slim to none that this record will ever be broken;
  - More minority team members than any college in the nation that is not exclusively a school of minorities;
  - WKU Debaters have scored in the top 1 percent and top 5 percent in the nation on their law exams;
  - WKU students have proudly broken all existing records in all of the following:
    - Number of sweepstake points in history at both AFA and NFA;
    - Number of events broken by any one student (Natalie Sintek);
    - Number of debaters advancing to out rounds at a national tournament;
    - Number of individual event students breaking to out rounds at a national tournament;
    - Broke all existing records on the number of students qualifying for a national tournament (both AFA and NFA).
    - The only university to ever have students in the final round of every event offered at the NFA National Tournament;
    - At the NFA tournament, WKU had 7 of the top 15 individual sweepstakes award winners—the most any school has ever had. This is out of 1800 competitors at the tournament representing 88 colleges and universities.
    - To date, WKU has broken all records by any college forensic program including the University of Kentucky which has had only three national debate championships in the last 50 years.



- **SIFE** - The Mission Statement of SIFE is *"To provide members of targeted groups within our community and the world with education to increase knowledge and understanding of the free enterprise system and to encourage excellence and personal success in all we do."* Highlights of the Students in Free Enterprise Group were shared with the Board in their 2008 Annual Report.

## **5.2 Executive Committee, Ms. Lois Gray, Chair**

### **5.2.1 Approval: Transfer of Lot 2-1 to *Friends of Lost River Cave, Inc.***

**REQUEST:** Approval of and authorization to convey property described as lot 2-1 as shown on record in Plat Book 32, Page 103, of the Warren County Court Clerk's office, to the Friends of Lost River, Inc. for and in consideration of \$1, and with a right of first refusal to reacquire the property.

**RECOMMENDATION:** to convey property described as lot 2-1 as shown on record in Plat Book 32, Page 103, of the Warren County Court Clerk's office, to the Friends of Lost River, Inc., for and in consideration of \$1, and with a right of first refusal to reacquire the property.

**FACTS:** The subject property was acquired by gift to the University in 2005. The property lies adjacent to the Lost River Cave and cave valley and includes a residential building. It has been leased and utilized by the Friends of Lost River for parking, operation of a gift shop, offices, and conference areas since the property was acquired by the University.

The University has determined that the public interests will be served by the sale and conveyance of this property to the Friends. Recently, in support of the continued development at Lost River, the City of Bowling Green Board of Commissioners voted to deed 19.5 acres located directly adjacent to Valley to the Friends of the Lost River. In 2006, the City also provided grant funding to help pay for the Friends' Master Plan. Financial support for the expansion of public and educational services at Lost River was made available by Speaker of the House Jody Richards who secured State funding in the amount \$175,000. The Greenways Commission of Bowling Green/Warren County will construct a shared-use path in the upland area as part of the county-wide Greenways Trail system in 2007 which will encourage even greater community involvement at Lost River. In order to accomplish the goals of the Friends' Master Plan, financing will need to be secured by the Friends.

The conveyance of the property will provide assurance to lending institutions that the revenue that will provide for debt service is secure. This surety, along with the land already owned by the organization, will provide the necessary collateral needed to obtain financing to continue to preserve and improve the cave and cave valley for both the University and the citizens and residents of Bowling Green, Kentucky.

The property is valued at \$275,000. The University proposes to convey the property to the Friends for nominal consideration (\$1), while retaining the right of first refusal to purchase (reacquire) the property for the purchase price stated in any third-party offer, less \$275,000.00.

Furthermore, the original donor of the gift supports the transfer of the property to the Friends under these terms and conditions.

Motion to authorize and approve the President to convey property described as lot 2-1 as shown on record in Plat Book 32, Page 103, of the Warren County Court Clerk's office, to the Friends of Lost River, Inc., for and in consideration of \$1, and with a right of first refusal to reacquire the property was made by Mr. Johnson, seconded by Mr. Meyer, and carried unanimously.

**RESOLUTION**

**WHEREAS**, Western Kentucky University was gifted property located at 2830 Nashville Road, being more particularly described as lot 2-1 of Plat Book 2, Page 103, in the Warren County Court Clerk's Office; and,

**WHEREAS**, the property and a structure located on the property are currently being utilized by the Friends of Lost River (hereafter "FLR"), a 501C-3 non-profit organization, for parking, the business office, and gift shop for Lost River Cave and Cave Valley under an agreement with the University; and,

**WHEREAS**, the University has determined that the property should be conveyed to the FLR for use in support of the Lost River Cave and Cave Valley, a use which is consistent with both the University and public interests; and,

**WHEREAS**, the public interests served by the disposition is the continued use by the FLR in support of the preservation of the Lost River Cave and Cave Valley, which will serve both the University and the citizens and residents of Bowling Green, Warren County, Kentucky; and,

**WHEREAS**, being authorized to do so under Kentucky law, the Board endorses the University's decision to dispose of the property by offering it for sale to the FLR for a purchase price of \$1, with a provision that the University will retain a right of first refusal to repurchase the property as provided under the terms and conditions outlined in the proposed deed; and,

**NOW, THEREFORE**, it is hereby resolved as follows:

1. The Board of Regents has determined that the property has become more suitable and will be more suitable consistent with the public interests if same were sold to the FLR for the purposes outlined herein.
2. The President is authorized to take those actions necessary on behalf of the University to dispose of the property in accordance with this resolution.

This the 24th day of April, 2008.

\_\_\_\_\_  
Lois W. Gray, Chair  
Board of Regents

Attested:

\_\_\_\_\_  
Elizabeth Esters, Secretary  
Board of Regents

**DEED**

This Deed of Conveyance made and entered into on this 24<sup>th</sup> day of April, 2008, by and between The Commonwealth of Kentucky for the use and benefit of Western Kentucky University, acting by and through, and under authority duly granted by, its Board of Regents, whose address is 1906 College Heights Boulevard #11001 Bowling Green, Kentucky, 42101-1001, the "GRANTOR", and Friends of Lost River, Inc., whose address is 2818 Nashville Road, Bowling Green, Kentucky 42101, the "GRANTEE";

**WITNESSETH:**

That for and in consideration of the sum of \$1, the receipt and sufficiency of which is hereby acknowledged, the Grantor does hereby bargain, sell, alien, grant, and convey unto the Grantee, its successors and assigns forever, the following described two parcels of real estate located in Bowling Green, Warren County, Kentucky, and presently addressed as follows:

Being Lot 2-1 as recorded in Plat Book 32, Page 103, in the Warren County Court Clerk's office.

Being the same real estate conveyed to Western Kentucky University by Martin V. Jones and wife, Sandra K. Jones, by deed dated 21 November 2005, and recorded in Deed Book 918, Page 849, in the Warren County Clerk's office.

TO HAVE AND TO HOLD, all of the above-described Subject Real Estate, together with all improvements thereon and all appurtenances thereunto belonging, unto the Grantee, its successors and assigns forever, subject to the foregoing easement and reservation, which shall constitute covenants running with the title to the Subject Real Estate, with special warranty of title, subject further, however, to all other easements and grants heretofore made for public roads and public utilities, to all applicable building and use restrictions of record in the office of the Warren County Clerk, to all the covenants, easements, restrictions, and plat notations applicable to the subject property of record in the said clerk's office, and to the rules and regulations of the City-County Planning Commission of Warren County, Kentucky.

Furthermore, the Grantor hereby reserves the right of first refusal to repurchase the above-described real estate except that the purchase price for the resale of the property shall be the amount stated in the third-party offer, less \$275,000. Grantor may exercise this right by written notice mailed or delivered to the Grantee within 60 days after receiving written notice from Grantee as to the proposed terms and conditions of its offered conveyance to a third party.

IN TESTIMONY WHEREOF, witness the signature of the Grantor on the date first above entered.

GRANTOR: WESTERN KENTUCKY UNIVERSITY,  
ACTING ON BEHALF OF THE BOARD  
OF REGENTS OF WESTERN KENTUCKY  
UNIVERSITY

By: \_\_\_\_\_  
DR. GARY A. RANSDELL  
President  
Western Kentucky University

COMMONWEALTH OF KENTUCKY  
SS  
COUNTY OF WARREN

The foregoing instrument was acknowledged to before me this \_\_\_\_ day of \_\_\_\_\_, 2008, by DR. GARY A. RANSDELL, and after being duly sworn, did depose and say, that he is President of WESTERN KENTUCKY UNIVERSITY of Bowling Green, Kentucky, and that he is duly authorized by the Board of Regents of Western Kentucky University to execute this instrument for and on behalf of said university and that it is the free act and deed of said university.

\_\_\_\_\_  
NOTARY PUBLIC, KY STATE-AT-LARGE  
MY COMMISSION EXPIRES: \_\_\_\_\_

**PARTIES' CERTIFICATE OF ESTIMATED FAIR CASH VALUE AND  
GRANTEE'S ACCEPTANCE OF COVENANTS RUNNING WITH THE LAND**

Pursuant to KRS 382.135, the undersigned, who are respectively the Grantor and

the Grantee in the foregoing deed, do hereby swear, under penalty of perjury, that the estimated fair cash value of the real property conveyed in the foregoing deed is \$275,000 and the Grantee further hereby acknowledges its acceptance of the foregoing covenants running with the title to the subject real estate.

GRANTOR: WESTERN KENTUCKY UNIVERSITY,  
ACTING ON BEHALF OF  
THE BOARD OF REGENTS  
OF WESTERN KENTUCKY UNIVERSITY  
By: \_\_\_\_\_  
DR. GARY A. RANSELL, President

GRANTEE: FRIENDS OF LOST RIVER, INC.  
  
By: \_\_\_\_\_  
MIKE DAVENPORT, President

COMMONWEALTH OF KENTUCKY  
SS  
COUNTY OF WARREN

The foregoing certificate was acknowledged to before me this \_\_\_\_ day of \_\_\_\_\_, 2008, by DR. GARY A. RANSELL, and after being duly sworn, did depose and say, that he is President of WESTERN KENTUCKY UNIVERSITY of Bowling Green, Kentucky, and that he is duly authorized by the Board of Regents of Western Kentucky University to execute this certificate for and on behalf of said university and that it is the free act and deed of said University.

\_\_\_\_\_  
NOTARY PUBLIC, KY STATE-AT-LARGE  
MY COMMISSION EXPIRES: \_\_\_\_\_

THE FOREGOING DEED PREPARED BY  
BUT WITHOUT ANY TITLE EXAMINATION  
OR TITLE OPINION RENDERED:

ENGLISH, LUCAS, PRIEST & OWSLEY, LLP  
Attorneys at Law  
1101 College Street, P.O. Box 770  
Bowling Green, KY 42102-0770  
Phone: (270) 781-6500

By: \_\_\_\_\_  
Wayne C. Priest, Jr.

**5.2.2 REQUEST:** Approval of and authorization to enter into a ninety-nine (99) year lease with right of first refusal with the *Friends of Lost River, Inc.*, for the Lost River Cave and Valley in Bowling Green, Warren County, Kentucky, more particularly described in the attached Lease.

**RECOMMENDATION:** The President requests authorization and approval to enter into a ninety-nine (99) year lease with right of first refusal with the Friends of Lost River, Inc., for the Lost River Cave and Valley in Bowling Green, Warren County, Kentucky, more particularly described in the attached Lease.

**FACTS:** The subject property was acquired through two gifts to the University in 1986. The University has entered into leases with the Friends of Lost River in previous years, and since 1990 the Friends have worked tirelessly to protect, preserve and promote this beautiful natural site. They organized the years-long

cleanup and rehabilitation of the Cave and Valley and developed a cave boat tour that has become the primary source of funding for the preservation work.

The new proposed lease is both longer in term and provides for the Friends to have a right of first refusal to buy the property, should the University determine it is necessary or beneficial to sell it. The term and the right of first refusal will provide assurance to lending institutions that the revenue generated by the property will provide for debt service is secure. This surety, along with the land already owned by the organization, will provide the necessary collateral needed for the Friends to obtain financing.

**NINETY-NINE YEAR LEASE  
WITH RIGHT OF FIRST REFUSAL**

This Lease Agreement made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2008, by and between The Commonwealth of Kentucky for the use and benefit of Western Kentucky University, acting by and through, and under authority duly granted by, its Board of Regents, whose address is 1906 College Heights Blvd. #11001 Bowling Green, Kentucky 42101-1001, the "LESSOR", and Friends of Lost River, Inc., whose address is 2830 Nashville Road, Bowling Green, Kentucky 42101, the "LESSEE":

**WITNESSETH:**

In consideration of \$1 cash in hand paid and received by the Lessor and in further consideration of the promises and mutual benefits herein provided, the Lessor does hereby agree to lease and the Lessee hereby agrees to accept said lease of the following described approximate 22 acres of land commonly referred to as "Lost River Cave and Valley" and presently addressed as 2818 Nashville Road, Bowling Green, Kentucky 42101 (hereinafter the "Premises"), which Lease shall be subject to all the terms and conditions hereinafter set out:

Those certain parcels of land located in Warren County, Kentucky, and being Lots 17 and 18 of Lost River Valley Subdivision as set forth on plat of record in Plat Book 21, Page 53, in the office of the Clerk of the Warren County Court.

This is the same property conveyed to Western Kentucky University Board of Regents by L. Leroy Highbaugh, Jr. and wife, Dorothy L. Highbaugh, by deed dated December 17, 1986, and recorded in Deed Book 574, Page 771, in the office of the Clerk of the Warren County Court. Further, this is the same property conveyed to Western Kentucky University Board of Regents by Raymond L. Cravens, et al., by deed dated December 18, 1986, and recorded in Deed Book 574, Page 774, in the office of the Clerk aforesaid.

(1) Term. The term of this Lease shall be for ninety-nine years commencing on the date of this Lease set out above; provided, however, this Lease shall automatically terminate and all possessory rights shall automatically revert back to Lessor upon any dissolution of the Lessee unless prior thereto the Lessor has given written consent to the Lessee's assignment of this Lease to some other legal entity, in which event this Lease shall not then terminate and the assignee of the Lessee shall continue to have all rights of the Lessee hereunder.

(2) Purpose. The purpose of this Lease is to allow the Lessee to continue to engage in the preservation and promotion of the Lost River Cave and Valley, in order to achieve the following objectives:

- (a) Fostering an appreciation and understanding of the physical, biotic, character, and history of Lost River Cave and Valley; and,
- (b) Educating and stimulating public awareness of the uniqueness of the karst and cave environment as a natural resource.

(3) Lessee's Possession of Premises. Exclusive possession of all the Premises shall pass to the Lessee as of the date of this Lease set out above and at that time, the previous lease of the Premises between the parties dated 20 August 1992 and all amendments thereto shall then automatically terminate.

(4) Lessor's Reserved Use of Premises. Notwithstanding any other provisions contrary in this lease agreement, the Lessor, its successors and assigns, reserve and shall always have the right to use the Lost River Cave and Valley for academic, research and instructional purposes and activities without being required to carry any liability insurance in regard to said use. In order to avoid interference with Lessee's activities, the Lessor shall give the Lessee such advance notice of faculty and student use as may be practicable and appropriate under the circumstances.

(5) Income and Assignment. All income and revenue generated from the Lessee's operations on the Premises shall be the sole property of the Lessee and the Lessee shall have the right to assign or otherwise encumber its income and revenue from its operations on the Premises; however, the Lessee cannot otherwise assign any of its rights or benefits under this Lease without the prior written consent of the Lessor, which consent shall not be unreasonably withheld.

(6) Lessee's Right of First Refusal. The Lessee shall have the right of first refusal to purchase the Premises upon the same terms and conditions as the Lessor has offered to convey the Premises, subject to this 99-year Lease, to any third party. Lessee may exercise this right by written notice mailed and delivered to the Lessor within sixty days after receiving written notice from the Lessor as to the proposed terms and conditions of its offered conveyance to a third party.

(7) Taxes and Assessments. Lessee shall pay all taxes, assessments, water and sewer rents, rates and charges, charges for public utilities, excises, levies, licenses and permit fees and other governmental charges, general and special, of any kind and nature, which at any time may be assessed, levied, imposed upon, or become a lien on, the Premises, or any improvements thereon, or any activities conducted on the Premises.

(8) Indemnification by Lessee. Lessee shall indemnify and hold harmless Lessor against any and all claims, debts, demands, or obligations which may be made against Lessor or against its title in the Premises, arising out of, or in connection with, any alleged act or omission of Lessee or any person claiming under, by, or through Lessee. If it becomes necessary for Lessor to defend any action seeking to impose any such liability, Lessee will pay Lessor all attorneys' fees and court costs incurred by Lessor in effecting such defense in addition to all other sums that Lessor may be called upon to pay by reason of the entry of a judgment against it unless Lessor is relieved of any monetary obligation for defense or payment by reason of immunity or insurance. Lessor will not hold Lessee responsible for any known or found prior site pollution or stream water quality degradation not directly caused by actions of Lessee.

(9) Public Liability Insurance. Lessee shall maintain public liability insurance in an amount no less than \$1,000,000 per occurrence which insures both the Lessor and the Lessee against all claims and demands made by any person or persons for injuries or damages received in connection with the operation and maintenance of the Premises. All policies of insurance shall name both Lessor and Lessee as insureds. Lessee shall provide Lessor with evidence of such policies being in force and effect.

(10) Hazard Insurance. Lessee will keep insured any and all buildings and improvements upon the Premises against all loss or damage by fire and windstorm, together with "extended coverage." The amount of insurance shall at all times be the full extent of replacement cost. All of the insurance policies shall include Lessor as one of the insured parties and shall fully protect both Lessor and Lessee, as their respective interests may appear.

(11) Maintenance and Repair. Lessee shall keep in good state of repair all buildings, furnishings, fixtures, and equipment which Lessee brings, constructs, or places upon the Premises. Lessee shall not suffer or permit any waste or neglect of any building or grounds of the Premises.

(12) No Payment For Improvements. Such improvements as may be made or caused to be made by Lessee to the Premises are deemed to have been voluntarily by Lessee and upon dissolution or termination; Lessee shall not be entitled to any indemnification or compensation for same.

(13) Remedies of Lessor In Event of Default By Lessee. In the event Lessee shall default with respect to any of the terms or conditions contained in this lease, and such default shall continue for 30 days after Lessor shall have notified Lessee in writing of the existence of such default; or if the Premises should be levied upon or attached under process against Lessee and are not satisfied or dissolved within 60 days after written notice from Lessor to Lessee to obtain satisfaction or dissolution thereof; then, and in any of said events (said events being sometimes referred to as events of default), Lessee shall be deemed to have breached this Lease and Lessor shall have the right at its option either to:

- (a) Cancel and terminate this Lease by notice in writing to Lessee and if such notice shall be given, all rights of Lessee to the use and occupancy of the Premises shall terminate as of the date set forth in such notice, and Lessee will at once surrender possession of the Premises to Lessor and transfer all of the property on the Premises to Lessor, and Lessor may forthwith re-enter the Premises and repossess such Premises; or
- (b) Lessor may take whatever action at law or in equity which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of Lessee under this Lease, and in connection with such actions, to recover any or all damages to Lessor for Lessee's violation or breach of this Lease.

(14) Right of Entry. Lessor and its agents may enter upon the Premises at all reasonable times to examine their condition and use.

(15) No Partnership. Nothing contained in this Lease, or otherwise, shall constitute the parties partners, or render them liable to contributions or obligations other than as specified in this Lease. This Lease is intended to create a leasehold interest, not a partnership.

(16) Memorandum Form of Lease. A short Memorandum of this Lease, for recording only, shall be executed simultaneously with this Lease.

IN TESTIMONY WHEREOF, witness the signatures of each of the parties hereto on the date first entered above.

LESSOR:

WESTERN KENTUCKY UNIVERSITY,  
ACTING ON BEHALF OF THE  
BOARD OF REGENTS OF  
WESTERN KENTUCKY UNIVERSITY

By: \_\_\_\_\_  
DR. GARY A. RANSELL  
President of Western Kentucky University

COMMONWEALTH OF KENTUCKY  
SS  
COUNTY OF WARREN

The foregoing instrument was acknowledged to before me this \_\_\_\_ day of \_\_\_\_\_, 2008, by DR. GARY A. RANSDELL, and after being duly sworn, did depose and say, that he is President of WESTERN KENTUCKY UNIVERSITY of Bowling Green, Kentucky, and that he is duly authorized by the Board of Regents of Western Kentucky University to execute this instrument for and on behalf of said university and that it is the free act and deed of said university.

\_\_\_\_\_  
NOTARY PUBLIC, KY STATE-AT-LARGE

MY COMMISSION EXPIRES: \_\_\_\_\_

LESSEE:

FRIENDS OF LOST RIVER, INC.

By: \_\_\_\_\_  
MIKE DAVENPORT, President

COMMONWEALTH OF KENTUCKY  
SS  
COUNTY OF WARREN

The foregoing instrument was acknowledged to before me this \_\_\_\_ day of \_\_\_\_\_, 2008, by MIKE DAVENPORT, and after being duly sworn, did depose and say, that he is President of FRIENDS OF LOST RIVER, INC., of Bowling Green, Kentucky, and that he is duly authorized to execute this instrument for and on behalf of Friends of Lost River, Inc.

\_\_\_\_\_  
NOTARY PUBLIC, KY STATE-AT-LARGE  
MY COMMISSION EXPIRES: \_\_\_\_\_

PREPARED BY BUT WITHOUT TITLE  
EXAMINATION OR TITLE OPINION RENDERED:

ENGLISH, LUCAS, PRIEST & OWSLEY, LLP  
Attorneys at Law  
1101 College Street, P. O. Box 770  
Bowling Green, KY 42102-0770  
Phone: (270) 781-6500

By: \_\_\_\_\_  
WHAYNE C. PRIEST, JR.

Motion to authorize and approve the President to enter into a ninety-nine (99) year lease with right of first refusal with the Friends of Lost River, Inc., for the Lost River Cave and Valley was made by Mr. Zielke, seconded by Ms. Haskins, and carried unanimously.

**5.2.3 Chair's Review/Summary of Presidential Evaluation**

Mr. Meyer reported that the evaluation information was collected and summarized, and on April 11, he and Ms. Gray met with President Ransdell to review the results of an exceptional performance evaluation. Goals for 2008 were also reviewed.

Dr. Minter inquired about the process for finding a different evaluation instrument, and Mr. Meyer noted that Ms. Roberts is Chairing that committee which will be meeting later today



to move forward on that assignment.

#### **5.2.4 Appointment: Nominating Committee for 2008-09 Officers of the Board**

Chair Gray asked LaDonna Rogers and Judi Hughes to be the Nominating Committee for the 2008-09 officers of the Board and to bring forth their recommendation to the summer meeting of the Board.

#### **5.2.5 Annual Internal Auditor's Report**

The Annual report from Warren Irons, Internal Auditor, is found on pages 22-30 of the Board agenda packet, and a copy is attached to these minutes as **EXHIBIT 1**. Mr. Irons was available to discuss and answer questions.

#### **5.2.6 Development Update**

Tom Hiles, Vice President for Institutional Advancement, reviewed the 2005-2012 campaign numbers found on pages 31-35 of the agenda packet. The 2005-2012 campaign total has been updated to \$117 million. Copies of this information are attached to the minutes as **EXHIBIT II**.

##### **5.2.6.1 REQUEST: Approval of the naming of the Clinical Education Complex as the Suzanne Vitale Clinical Education Complex at WKU as a result of the \$1.5 million gift from the Special Needs Trust Administration, Inc.**

**FACTS:** Clinical Education Complex (CEC) - The CEC is an interdisciplinary and collaborative project creating a comprehensive clinical setting for education and health and human services professionals. Six programs are housed in the Clinical Education Complex: Renshaw Early Childhood Center, Kelly Autism Program, Preston Family Foundation Acquired Brain Injury Resource Program, Page Family Counseling Clinic, Family Resource Center, and Communication Disorders Clinic.

The Center for Special Needs Trust Administration, Inc. - Leo Govoni co-founded and is Director of The Center for Special Needs Trust Administration, Inc., a not-for-profit corporation developed to meet the needs of the disabled community. The Center is the trustee for The National Pooled Trust (six state-specific Pooled Trusts) and most notably for The Florida Pooled Trust, which is one of the largest pooled trusts in the country. Leo Govoni sits on the Kelly Autism Program governing board.

The non-profit Center for Special Needs Trust Administration provides special needs trust services for disabled individuals. Parents and guardians can set up these trusts to provide lifelong care for their children with special needs. The Center administers the funds and protects the clients' eligibility for governmental benefit programs. It also serves as a liaison with beneficiaries, family members, service providers, vendors, care givers, and other professionals. The Center receives trustee fees for its services. It has an operational efficiency that allows it to use excess funds to support other nonprofits that provide grassroots service to their communities.

In August 2006, the Center for Special Needs Trust Administration made a commitment to the CEC which includes \$500,000 toward the completion of the construction of CEC and \$250,000 in support of an endowment for the Kelly Autism Program, which is housed within the CEC.

In January 2008, an additional pledge of \$1.5 million was made by Leo Govoni and The Special Needs Trust for additional funding for the CEC. It is Leo Govoni's desire that the

CEC be named for Suzanne Vitale. It is his request that the naming rights earned by this gift he has directed to WKU for the CEC be applied in Suzanne's honor.

Suzanne Vitale - Suzanne Vitale is the leading force in the creation and private support capacity of the Clinical Education Complex (CEC) at WKU. Suzanne is currently paying on a \$10,000 pledge to the CEC.

Currently, Suzanne is a member of the Commonwealth Health Foundation Board, Western Kentucky University's Society of 1906, Kelly Autism Advisory Board, the College of Health and Human Services External Advisory Committee, and Chair of the Charter Committee for Clinical Education Complex.

Suzanne was honored with the Volunteer of the Year Award for the Kelly Autism Board of Directors and was the Distinguished Service Medal recipient at the 2004 Summit Awards at Western Kentucky University.

Suzanne's grandson, Phillip, who is a high functioning autistic, is the inspiration for her involvement, dedication, and passion to the CEC.

She was WKU's honoree for 2007 National Philanthropy Day.

**RECOMMENDATION:** Approval of the naming of the Clinical Education Complex as the Suzanne Vitale Clinical Education Complex at WKU as a result of the \$1.5 million gift from the Special Needs Trust Administration, Inc.

Motion to approve the naming of the Clinical Education Complex as the Suzanne Vitale Clinical Education Complex at WKU as a result of the \$1.5 million gift from the Special Needs Trust Administration, Inc., was made by Ms. Haskins, seconded by Mr. Meyer, and carried unanimously.

#### **5.2.7 Media update/Marketing Plan**

Bob Edwards, Assistant Vice President for University Relations, reviewed the quarterly media report for January 1 - March 31, 2008, found on page 36 of the agenda packet. In addition, he distributed copies of clippings of numerous articles of publicity received from the 2008 NCAA Men's Basketball Tournament.

#### **5.2.8 Ken McDonald, Men's Basketball Coach**

Mr. McDonald was in attendance and introduced to the Board. Mr. McDonald greeted the Board and expressed his excitement and commitment to the men's basketball program.

### **5.3 Finance and Budget Committee, Mr. Jim Meyer, Chair**

#### **5.3.1 Accountants' reports and financial statements, WKYU-TV and WKYU-FM Radio.**

**REQUEST:** Acceptance of the Auditor's Reports and Financial Statements, WKYU-TV and WKYU-FM Radio.

**FACTS:** Each year, Western Kentucky University contracts with an external auditing firm to provide audits of the financial statements for WKYU-TV and WKYU-FM Radio. The audits were completed by Crowe Chizek and Company LLC for the fiscal year ended June 30, 2007. These separate audits are required under the contractual funding arrangements of Western Kentucky University with the Corporation for Public Broadcasting. The financial statements present fairly,

in all material respects, the financial position as of June 30, 2007, and the changes in financial position and cash flows for the year then ended, in conformity with generally accepted accounting principles. Each of the financial statements received unqualified opinions.

**RECOMMENDATION:** President Gary A. Ransdell recommends that the Board of Regents accept the Auditor's Reports and Financial Statements for WKYU-TV and for WKYU-FM Radio for the year ended June 30, 2007.

**APPROVED:** Finance and Budget Committee, April 4, 2008

Motion to accept the Auditor's Reports and Financial Statements for WKYU-TV and for WKYU-FM Radio for the year ended June 30, 2007 was made Mr. Zielke, seconded by Ms. Smith, and carried unanimously.

### **5.3.2 Accountants' Report on Application of Agreed-upon Procedures, NCAA Compliance Report**

**REQUEST:** Acceptance of the Accountants' Report on Application of Agreed-Up On Procedures (NCAA Compliance) for the fiscal year ended June 30, 2007.

**FACTS:** Each year, Western Kentucky University contracts with our external auditing firm to issue a report on agreed-upon procedures to assist the University in complying with the NCAA Bylaw 6.2.3.1. The agreed-upon procedures were completed by Crowe Chizek and Company LLC for the fiscal year ended June 30, 2007, in accordance with attestation standards established by the American Institute of Certified Public Accountants. Crowe Chizek and Company LLC reviewed revenues and expenditures for the Athletics Department, reviewed the internal control structure of, and performed other accounting tests on the financial records of the area.

Crowe Chizek and Company LLC's review does not constitute an audit. It provides information intended for use by the Board of Regents, management of Western Kentucky University, and any authorized representative of the National Collegiate Athletic Association solely for reporting with respect to procedures described within the report.

**RECOMMENDATION:** President Gary A. Ransdell recommends that the Board of Regents accept the "Report of Independent Accountants on Applying Agreed-Up On Procedures" as required by NCAA Bylaw 6.2.3.1 for the year ended June 30, 2007.

**APPROVED:** Finance and Budget Committee, April 4, 2008

Motion to accept the Report of Independent Accountants on Applying Agreed-Up On Procedures for NCAA Compliance was made by Mr. Zielke, seconded by Ms. Haskins, and carried unanimously.

### **5.3.3 2007-08 Second Quarter Statement of Revenues and Expenditures**

**REQUEST:** Accept for filing the 2007-08 Second Quarter Statement of Revenues & Expenditures.

**FACTS:** Total realized Educational and General (E&G) revenue, as a percentage of the budget, was very similar to the second quarter revenue of 2006-07. Because revenues for tuition and fees are properly recorded when billed the actual revenue figures include revenues for Winter Term and for the Spring Term of 2008. State appropriations are distributed on a quarterly basis, but the distribution for each quarter does not represent 25 percent of the total due to the state's variable allocation schedule. (It is noted that the State budget reduction will be made in 4<sup>th</sup> quarter of the fiscal year).

Restricted revenues and expenditures for grants and contracts were slightly higher than the second quarter revenues and expenditures of 2006-07, primarily due to the inclusion of additional

grant projects. Other revenue includes revenue generated by individual programs such as Athletics, University Farm, and various revenue dependent programs. The amount of revenue and the timing of receipt vary, but program administrators know they must manage expenditures so as to not exceed receipts. The percent of budget for revenues in Auxiliary Enterprises is higher than the second quarter revenue of 2006-07, partly due to some contra-revenue entries that have not yet been posted.

The increase in the revised budget for the second quarter of 2007-08 is due to the allocation of net assets approved by the Board of Regents.

**RECOMMENDATION:** President Ransdell recommends that the Board of Regents accept for filing the 2007-08 Second Quarter Statement of Revenues and Expenditures.

**Second Quarter 2008 - Statement of Revenues and Expenditures**  
**For the period from July 1, 2007 through December 31, 2007**

	<b><u>Revised Budget</u></b> <b><u>2nd Quarter</u></b>	<b><u>Actual</u></b> <b><u>2nd Quarter</u></b> <b><u>Year-to-date</u></b>	<b><u>Percent of</u></b> <b><u>2007-08</u></b> <b><u>Actual/</u></b> <b><u>Revised</u></b>
<b>Revenue:</b>			
<b>Educational and General</b>			
<b><u>Unrestricted:</u></b>			
Student tuition and fees	\$120,082,000	\$111,590,698	92.9%
State appropriations	\$ 86,396,200	\$ 47,518,200	55.0%
Other	\$ 26,118,935	\$ 11,646,413	44.6%
Net assets allocation	\$ 16,695,273		
<hr/>			
Total unrestricted	\$249,292,408	\$170,755,311	
<b><u>Restricted:</u></b>			
Grants and Contracts	\$ 58,247,969	\$ 27,430,715	47.1%
Other	\$ 806,000		0.0%
Net assets allocation	\$ 2,173,454		
<hr/>			
Total restricted	\$ 61,227,423	\$ 27,430,715	
<b>Auxiliary Enterprises:</b>			
Revenue Sources	\$ 19,037,000	\$ 13,746,195	72.2%
Net assets allocation	\$ 68,761		
<hr/>			
Total auxiliary enterprise	\$ 19,105,761	\$ 13,746,195	
<hr/>			
Total revenue	\$ 329,625,592	\$ 211,932,221	64.3%
<hr/>			
Total revenue excluding net assets allocation	\$310,688,104	\$211,932,221	68.2%
<hr/>			
<b>Expenditures:</b>			
<b>Educational and General</b>			
Unrestricted	\$249,292,408	\$109,071,052	43.8%

<b>Restricted</b>			
Grants and Contracts	\$ 58,247,969	\$ 27,430,715	47.1%
Grant Carry forward	\$ 2,173,454		
Other	\$ 806,000		0.0%
<hr/>			
Total restricted	\$ 61,227,423	\$ 27,430,715	44.8%
<b>Auxiliary Enterprises</b>			
Auxiliary enterprises	\$ 19,105,761	\$ 10,102,669	52.9%
<hr/>			
Total expenditures	\$ 329,625,592	\$ 146,604,436	44.5%
<hr/> <hr/>			

\* Current year expenditure sources included both revenues from current year and net asset allocation from prior year.

**APPROVED:** Finance and Budget Committee, April 4, 2008

Motion to accept for filing the 2007-08 Second Quarter Statement of Revenues and Expenditures was made by Mr. Zielke, seconded by Ms. Hughes, and carried unanimously.

#### 5.3.4 2007-08 State Budget Reduction

**REQUEST:** Revise the 2007-08 Operating Budget.

**FACTS:** The State has mandated a 3 percent state appropriation budget reduction to be implemented by June 30, 2008. WKU's share of the budget reduction totals \$2,553,500. The recurring 3 percent reduction will be implemented with the development of the FY 2009 Operating Budget.

Attached is a summary of the budget reduction plans by division. The reductions allocated to the divisions (\$676,500) account for approximately 26.5 percent of the total reduction. The proposed reduction plan for FY 2008 only is listed below with unbudgeted sources listed first and reductions of expenditures listed second:

	<u>Amount</u>
<b>Revenues</b>	
Educational and General	
State Appropriations	(\$2,553,500)
University Reserve	500,000
Investment Income	400,000
Late Payments	150,000
<b>TOTAL</b>	<b>(\$1,503,500)</b>
<b>Expenditures</b>	
Division Reductions:	
Academic Affairs	(\$ 532,200)
Athletics	(25,400)
Financial Affairs	(12,500)
General Counsel	(4,900)
Governmental Relations	(3,400)
Information Technology	(38,500)
Institutional Advancement	(17,000)
President/EEO	(4,000)
Student Affairs/Campus Services	(38,600)
Subtotal	(676,500)
Central Contingencies	(155,000)
One time savings, Utilities and Opening New Facilities	(417,000)
Health Insurance, 3 Pct Reduction*	(255,000)
<b>TOTAL</b>	<b>(\$1,503,500)</b>

\*Reduction in total funding and not a reduction in benefits.

**RECOMMENDATION:** President Gary A. Ransdell recommends that the Board of Regents approve the revisions to the 2007-08 Operating Budget.

**APPROVED:** Finance and Budget Committee, April 4, 2008

Motion to approve the revisions to the 2007-08 Operating Budget was made by

Mr. Zielke, seconded by Ms. Johnson, and carried unanimously.

### **5.3.5 Approval of Tuition Rates for 2008-09**

**REQUEST:** Approval of 2008-09 tuition rates effective fall 2008

**FACTS:** The Council on Postsecondary Education (CPE), by statute, has the authority to set tuition rates for all public colleges and universities. The CPE's Tuition Policy "provides a structured process for ensuring balance between the desire to maintain affordability for Kentucky's students and the need to provide sufficient revenue to reach the goals of the Public Agenda." Rates are to be submitted to the CPE for approval.

The proposed tuition and mandatory fees have been presented to the campus in two forums - faculty/staff and students. With projected tuition revenue as the only significant source of funding for FY 2009, the proposed rates were presented in the context of the specific funding allocations to be made. With stable enrollment, approximately \$8,664,000 will be collected in the fall and spring semesters to fund \$2,235,000 in unavoidable costs and \$6,478,000 in Strategic Initiatives, as outlined in the WKU Strategic Plan. The proposed allocations are attached.

The attached Tuition and Mandatory Student Fees Schedule provides the proposed rates. The tuition and fees increase for continuing resident undergraduate students is \$284 per semester or 8.9 percent. Based on board policy, other rates are determined as a percentage of the resident undergraduate tuition rate plus mandatory student fees. The Distance Learning rates are 20 percent higher than the corresponding resident rates.

The Board of Regents previously approved the Professional MBA program. The schedule includes a semester rate with all students being full-time to the program.

Based on previous approval from the Board of Regents, the GoArmyEd rate is recommended for the next academic year.

### **TUITION AND MANDATORY STUDENT FEES SCHEDULE PER SEMESTER**

<b><u>Student Level</u></b>	<b><u>FY 2008</u></b>	<b><u>FY 2009</u></b>	<b><u>Summer 2009 Rate per Credit Hour</u></b>
<i>Undergraduate</i>			
Resident	\$3,208	\$3,492	\$291
Nonresident	7,735	8,364	697
Incentive	3,967	4,308	359
<i>Graduate</i>			
Resident	3,507	3,820	382
Nonresident, International	8,487	9,180	470
Nonresident, Domestic	3,839	4,180	418

<i>Distance Learning (Per Credit Hour)</i>			
Undergraduate	320	349	349
Graduate	421	458	458
<i>Professional MBA (Per Semester)</i>		4,106	N/A
<i>GoArmyEd</i>			
(Per Credit Hour)	250	250	250

The above full-time rates, excluding the Professional MBA Program, include the following mandatory student fees:

Student Athletics Fee	\$193
Student Centers Fee	\$ 56

---

Board members were given a list of the Proposed 2008-09 Budget Allocations along with the 2008-09 Strategic Initiatives that were described in these minutes.

### PROPOSED 2008-09 BUDGET ALLOCATIONS

#### UNAVOIDABLE COST INCREASES

Minimum Wage Increase (one-half)	143,000
KERS Rate Increase	242,000
South Campus Addition, Maintenance and Utilities	357,000
Utilities	494,000
Employee Educational Benefits (faculty/staff and dependent child)	426,000
Educational Software Contracts Increases	99,000
Fire & Tornado Insurance Premium Increase	61,000
Contractual Obligations	40,000
Postage Rates Increase	16,000
Faculty Promotions/Tenure	357,000
Subtotal	<b>\$2,235,000</b>

#### STRATEGIC INITIATIVES

Scholarships/Financial Aid	
Statutorily Mandated Financial Aid	421,000
Athletics Grants-in-Aid	396,000
Top-it-Off Program	338,000
Gatton Academy	241,000
Institutional/Departmental Scholarships	1,863,000
Graduate Assistantships (tuition increase offset)	168,000
Libraries Subscriptions/Periodicals	150,000
Owensboro/Elizabethtown (BRAC) Extended Campus Programs	612,000
Educational Leadership Doctoral Program	120,000
Honors College	370,000
Study Abroad/Internationalization	280,000
Campus Crisis/Communication/Police CCTV	61,000
Faculty Salary Compression/Market Adjustments,	
Annualized Cost, \$300,000 (effective August 1, 2008)	284,000
Campaign Budget	50,000
\$500 Raise per Full-time Employee (fully satisfactory performance)	1,124,000
Subtotal	<b>6,478,000</b>

#### OTHER CAMPUS POLICIES

Parking & Transportation (Year 7 of 10)	58,000
Restricted Tuition Programs	93,000
Subtotal	<b>151,000</b>

**TOTAL** **\$8,864,000**

**SOURCES:**

9 percent Tuition Increase (fall/spring) 8,664,000  
Reallocate Workers Compensation (reduce rate) 200,000

**TOTAL** **\$8,864,000**

---

**FY 2008-09 Strategic Initiatives Funds**

**Libraries - \$150,000**

The funds will be used to offset most of the unavoidable projected inflationary cost increases for FY 2008-09 of library subscriptions (both print and on-line) and books.

**Owensboro/Elizabethtown (BRAC) Extended Campus Programs - \$612,000**

These funds will be used for minimal staffing and operating costs, including utilities, rent, wireless service, and advertising at the Radcliff Center. This facility will enable WKU to respond to the needs resulting from significant growth in military, family, civil service, and consultant personnel who are moving into the area in the next five years, many of whom will be seeking educational opportunities. These funds would also add five faculty positions and one and one-half staff positions at other extended campus locations. The faculty positions would be in Business, Agriculture, Biology, English, and Sociology. The staff positions would provide academic advising and information technology support.

**EdD Program - \$120,000**

These funds would be used to initiate and enhance the University's new doctoral program in Educational Leadership. These funds would be used for a new faculty position, partial faculty buy out, graduate assistant(s), additional operating funds, doctoral library holdings, and some travel funds.

**Honors College - \$370,000**

The Honors College will use this budget allocation to support and further its responsibilities within the WKU Strategic Planning Goals (e.g., national scholarships, honors retention/graduation rates, and undergraduate research). The Honors College is in the process of hiring three new employees: Director, Office of Scholar Development; Assistant Director, Academics; and Coordinator, Undergraduate Research. The budget includes operating and programming resources for these positions. The past two years have seen a large growth in the number of, and quality of, students in the Honors College. This has necessitated an increase in programming and grant resources (i.e., funds for independent research, conference travel, and study abroad grants). Some of the aforementioned resources are dedicated to an initiative for attracting Gatton Academy students to WKU. Finally, additional new resources are targeted at attracting and graduating under-represented groups to the Honors College.

**Study Abroad/Internationalization - \$280,000**

The funds will be used for new positions (2 student workers, 1 permanent position, and the scholar in residence), development (promotional events, faculty development, materials and systems improvements, recruiting, travel), anticipated increase in legal fees for visa processing, support English classes for international students, and professor stipends for study abroad.

**Campus Crisis/Communication/Police CCTV - \$61,000**

These funds will be used for an SMS/Text messaging system, an Emergency Notification system, installation of 64 closed-circuit TV cameras across campus with the digital storage capability, a PSAP (public safety answering point) which will improve our enhanced 911 communication system, and the maintenance required by or associated with the systems.

**Faculty Salary Compression/Market Adjustments - \$284,000**

Beginning in fall 2005, the University changed the formula for the amount of the promotional adjustment given to full-time faculty members receiving promotions in rank to Professor and Associate Professor and for faculty members being promoted to the rank of



Assistant Professor in the Bowling Green Community College. While this was an important change, it has further exacerbated salary compression issues at the Professor and Associate Professor levels. There are 122 Professors and 93 Associate Professors who have dates of rank that precede the higher promotional increases begun in fall 2005. In addition, benchmark salary information confirms that certain WKU faculty disciplines and ranks have salary levels well below benchmark market salary levels. These funds would be used to help address these salary compression and market salary issues.

**Campaign Budget - \$50,000**

On September 14, 2007, WKU announced an ambitious \$200 million capital campaign to provide the necessary resources for WKU to achieve the objectives outlined in the strategic plan between 2005 and 2012. The campaign itself is a strategic priority because these investments pay dividends many times over and impact virtually every area of the University. The campaign funds are used to expand communication with alumni and friends and garner financial support from our constituents. To date, more than \$117 million has been raised for the campaign, the overall University endowment has grown to more than \$105 million, and the annual cash flow has grown to more than \$17.5 million. All of these results are objectives outlined in the strategic plan, and the campaign requires additional investments as the alumni base continues to grow, postage rates increase, travel costs escalate, and additional prospects must be solicited to achieve these ambitious goals.

**RECOMMENDATION:** President Gary A. Ransdell recommends approval of 2008-09 tuition rates effective fall 2008.

In discussion that followed, Mr. Zielke spoke against the increase in tuition stating,

“I believe the General Assembly failed to act on revenue-producing ideas, and now they are placing that burden on our poor hardworking Kentucky families who are trying to better themselves and better their children. We talk here in Kentucky all the time about explaining to high school kids the benefit of a college degree; we go out of our way telling them—go to college, it’s affordable, and Western is one of the best examples. What I don’t like is—why do we want to give the General Assembly an easy way out—why do we want to simply say, OK, don’t take any action—let’s go ahead and pass on the tax to a select small group of people—those people who are trying to make Kentucky a better State. I think the Board should consider not increasing the tuition at this time; instead asking the Governor to call a special session, work with the General Assembly to raise the dollars, and dedicate those dollars raised to postsecondary education. I think someone should do that; otherwise, if we don’t, time and time again, we’ll have to bear the burden of this unfortunate situation. I know you’re in a tight spot. I know that you’ve done everything possible, and I’m probably not making it any easier. I graduated from Western in 1970, and tuition was \$120 per semester; now we’re getting close to \$4,000. I just think it’s wrong, and I know you have a difficult job to do, but I think that someone else should take the burden instead of putting in on the backs of parents. I’ve met a lot of people who struggle to keep their kids in school, and I feel bad for them. I think the *Courier-Journal* editorial board is calling on the Governor to call a special session—so my question is can you wait to see if that happens?”

President Ransdell responded, "I understand exactly your line of thoughts. Believe me, this has been a tough legislative process, and not just tough on us, but tough also on the General Assembly. The General Assembly is split down the middle on revenues or not, or if they were in favor of revenues, what they might be. They went through a grueling process, and we had to fight hard to go from a situation in early January where we had already received a 3 percent cut; and the original budget was calling for an additional twelve percent reduction. We had to fight hard to get that down to an additional 3 percent. Some would say that was a victory for higher education. I understand that a 3 percent cut is a whole lot better than 12 percent; but on the other hand, it still is a significant reduction—we've already received a 3 percent. So 6 percent is better than 15 percent in reality. On the other hand, it still is a significant reduction. We have no choice but to follow the will of the State in that regard. We're sixty days from the start of a new fiscal year. There are around 4,000 freshmen coming in, arriving in August; we've got 2,300 employees and somewhere between 19,000 - 20,000 students in the fall. We cannot wait to see if a special session is called and then wait to see if they do anything before we prepare for the coming year. We cannot. Yes, I would hope that if the State would identify revenue streams and that higher education would be a handsome participant in the distribution of those revenues in order to avoid higher tuition increases, but remember, this Board approved a Strategic Plan last fall that even in the best of times would strain a higher education funding model that calls for \$180 million in increased state appropriations from the General Assembly. We didn't learn until December 21 of the first budget reduction and then two weeks later on January 5 we learned it would be a lot more than that. Not only did we not get our designated share of that revenue increase that we were pursuing in the higher education community--which in our case was about \$6.5 million in base funding--not only did we not get that--but we lost \$5 million of our total \$85 million State appropriation. That's about an \$11.5 million swing in the negative direction for this campus, and 6 percent was a reasonable tuition increase in good times six months ago, so I'm coming to you now with a recommendation of 9 percent in the worst of times. That's only a 3 percent swing given the spot we were in six months ago and the spot we're in right now. I'm not saying that 9 percent is a good thing at all, but we are where we are, and I think we'll be unable to sit tight and hope that something good happens when we've got a huge challenge to get a budget together to present to you in June that we can implement by July 1. We can't go forward without a budget. We can't sit tight and build the kind of freshman class that we have to build to

insure financial stability in our budget.”

● Student Regent Jeanne Johnson noted, “I think the key here is, we’re not getting the tuition increase to meet our budget cuts, we’re using this tuition increase to meet our Strategic Plan. I think that perhaps the best way to approach it would be not with the General Assembly, for as far as I’m concerned with the time constraint and the fact that you can’t talk to them anyway, I don’t think that’s a good way to turn. I think the question to ask with regard to the tuition increase is, what do you want to actually allocate that money for as a priority at this time. These increases aren’t going towards the cuts, they are going towards the Strategic Plan.”

Dr. Minter commented, “Obviously, it is a fact that tax is incredibly unfortunate, and I agree in part with what my colleagues and fellow regents have said about concern of raising ● tuition that limits access to the students going forward, but I want to bring up a prospective that has not yet come to light. As representative of 800 faculty on this campus, my colleagues are about as down as I’ve ever seen them, and this is my third budget cut.”

“I reluctantly will have to vote for this tuition increase, I view it as a necessary evil. I want to make a few points about the real losses here to students and to faculty. The tuition increase is going toward strategic initiatives which does not offset the fact that we are not moving forward. Those of you who have been on the Board probably remember the “It’s Academics Turn” initiative five or six years ago. The Board wisely appropriated money to increase the hiring of new faculty, and we did. We hired some great people, but I have to tell you that we’re moving ● backwards. Not only are we not retaining some of these faculty, I am told that resignations are a little higher—a lot higher than they usually are—certainly more resignations and retirements. That’s not particularly good news. We have lost faculty lines in every college, and lost means they have gone away. They do not exist any more; the lapsed salary has been taken back in order to meet the needs of budget cuts. That absolutely will impact student learning, student ability to complete their degrees, and access to the broadest curriculum possible to make our students competitive in a global society. That’s a real loss, and this strategic initiative does not address that loss. We will have to address this later. There are several other points that I could address and might be more appropriate elsewhere—compensation, salary compression for faculty that makes us less ● competitive. The bottom line, we have no choice but to pass this tuition increase however much we dislike it, but we also have to be mindful of the real losses that will have to be addressed in the next budget cycle so that we don’t lose more of our faculty and have fewer opportunities for our

students.”

Dr. Ransdell responded, “I held out as long as I could to get a higher faculty and staff salary increase. When the General Assembly approved only 1 percent salary increase for all state employees including teachers, that really put us in a position where not only did we not have the revenue to do much more, but we would have a hard time justifying much more even if we could if we had a higher tuition increase than what we’re doing. Therefore, faced with the option of only being able to afford 1 percent increase, we looked at the cost of doing a 1 percent increase as opposed to a \$500 fixed increase for all employees; and there was only \$84,000 difference between a 1 percent salary increase for all employees and a \$500 fixed cost increase per base salary. It’s my recommendation as a part of this tuition revenue to go with the \$500 per employee added to the base. That helps employees at the low end of the salary scale proportionally more than employees at the upper end; and in this budget with our options, I am most interested in helping those who need it the most to the extent possible.”

Ms. Rogers commented, “Wonderful job in a tough time--I appreciate the work of everyone in the University and all that is done. I agree with everyone who has spoken today to an extent. I would leave today with a heavy heart if I did not speak on behalf of students. When I graduated and left school here, I left with a debt of \$10,000, and it kills me where they are today. I fear what this means when a student graduates as much as I do for when they come in as freshmen--what they pay and what they owe when they graduate. I know what I paid, and I thought that was enormous, but it was nothing compared to today. At the risk of sounding like my husband, the politician, I think Frankfort has its priorities horribly wrong. Education is the foundation for everything that this State stands for. Economic development will not prosper in this State if we do not educate; and we are so far behind now; we’re only going to get farther behind.”

“As a soccer mom, it breaks my heart to cut the soccer program, but I understand that everybody has to take the hit, and academics is taking their hits, I’ve had a lot of people ask me “Are you going to stand up for soccer?” I’ve responded, “To the extent that I can.” My term is almost over on this Board; I challenge this Board in the future to work as hard as you can to reverse this action.”

Ms. Haskins expressed a concern for the low-income African-Americans students who are among the populations that WKU is trying to increase the enrollment. She noted, “With tuition

going up and the Pell Grants probably not as much, a lot of the students will not be able to afford tuition, therefore, they still will be denied enrollment and an education. It has been our aim to make sure that all, especially Kentuckians, who want an education will be able to receive an education at WKU; and at this rate, it's going to be difficult for them to qualify and to be able to enroll. It will not bode well for us if we bring them in, and they are not able to stay here."

Regent Johnson expressed a concern that the only thing that she could really find in the allocations that she didn't necessarily agree with is the \$370,000 allocation to the Honors College. She stated, "As the representative of 19,000 students, I can't, in all my business sense, I can't support taxing every student \$20 to fuel a program that only benefits 900 students. If we didn't allocate that money, then it would only be an 8.2 percent increase. That \$370,000 only goes to benefit, in the short term, the 900 students enrolled in the Honors College. I don't understand why, at this time, when we are questioning the 9 percent tuition increase, that we would devote that much money to a selective program. I understand that not every student studies abroad; not every student goes to the Elizabethtown Community College, but every student has the opportunity. I'm not saying that the Honors College is a bad thing, but how can I, right now, say that it's OK to charge every student \$20 so that 900 students get the three new positions we're creating when faculty lines are being cut. I just wanted to go on the record saying that I think we really need to be careful in investing in a selected program right now."

*Mr. Zielke made a motion to approve a tuition increase of 6 percent along with a request that the Board of Regents send a petition to the Governor and General Assembly to find additional sources of revenue and to dedicate the additional sources of revenue to postsecondary education.* The motion was seconded by Ms. Johnson. Motion failed with only a motion and second.

Mr. Johnson made a motion to approve the 2008-09 tuition rates, effective Fall 2008. Motion was seconded by Ms. Hughes, and carried with Ms. Johnson and Mr. Zielke opposed.

### **5.3.6 Preliminary discussion of 2008-09 budget and mandated budget reduction**

Ms. Mead indicated budget will come forward for Board approval in late June.

### **5.4 Student Affairs Committee, Ms. Yvette Haskins, Chair**

The Board recessed for lunch and a tour of the Health Service Building and the Adams-Whitaker Student Publications Building.

**AGENDA ITEM 6 - Approval of personnel actions since January 25, 2008**

**RECOMMENDATION:** President Gary A. Ransdell recommends approval of the personnel actions that have transpired since the January 25, 2008, Board meeting. The recommendations are contained in the next ten pages.

**PERSONNEL CHANGES – FACULTY**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Chemistry	Amber Bell	Instructor	01/02/2008	06/30/2008		16,500.00	Initial Appointment
Computer Information Systems	Evelyn Thrasher	Assistant Professor	08/15/2008			90,000.00	Initial Appointment
Curriculum & Instruction	Janet Tassell	Assistant Professor	08/15/2008			54,612.00	Initial Appointment
English	David Bell	Assistant Professor	08/15/2008			47,004.00	Initial Appointment
Health Sciences	Ginger Bomar	Instructor	01/22/2008	12/31/2008		38,004.00	Initial Appointment
History	Marc Eagle	Assistant Professor	08/15/2008			47,004.00	Initial Appointment
Management	Wilburn Clouse	Professor	07/01/2008			112,620.00	Initial Appointment
Physical Education & Recreation	Mark Schafer	Assistant Professor	08/15/2008			51,504.00	Initial Appointment
Political Science	Cole Taratoot	Instructor	08/15/2008			45,804.00	Initial Appointment
Special Instructional Programs	Richmond Mancil	Assistant Professor	08/15/2008			51,000.00	Initial Appointment
Curriculum & Instruction	Rebecca Stobaugh	Visiting Assistant Professor	01/02/2008	12/31/2008		49,608.00	Rehire
Special Instructional Programs	Henrietta Adams	Instructor	01/02/2008	12/31/2008		42,360.00	Rehire
Management/Ed Leadership Doc.	Randall Capps	Visiting Executive-in-Residence	01/01/2008	06/30/2008		60,000.00	Reappointment
Agriculture	Roger Dennis	Instructor	01/01/2008			40,008.00	Status Change
Agriculture	Cris Scudder	Instructor	01/01/2008			46,500.00	Status Change
Allied Health	Wendi Hulsey	Instructor	01/01/2008			19,920.00	Status Change
Management	David Cherry	Visiting Executive-in-Residence	01/02/2008	06/30/2008		25,008.00	Status Change
Computer Science	Rong Yang	Instructor	01/01/2008		45,528.00	46,728.00	Degree/Certification Sal Inc.
Public Health	Vijay Golla	Assistant Professor	01/01/2008		53,580.00	54,780.00	Degree/Certification Sal Inc.
School of Nursing	Rhonda Helm	Assistant Professor	01/01/2008		51,036.00	52,236.00	Degree/Certification Sal Inc.
Women's Studies Program	Molly Kerby	Instructor	01/01/2008		38,784.00	39,984.00	Degree/Certification Sal Inc.
Liberal Arts & Science	Rhea Klenovich	Instructor	01/01/2008	06/30/2008			Unpaid Leave
Public Health	Charlotte Reeder	Instructor	02/01/2008				Unpaid Leave
Art	Brent Oglesbee	Department Head	07/01/2008		67,908.00	85,500.00	Promotion
Consumer & Family Sciences	Doris Sikora	Department Head	01/01/2008		62,256.00	83,004.00	Promotion
Communication	Jace Lux	Instructor	01/01/2008		37,368.00	46,716.00	Salary Increase
Communication	Maynard Prince	Instructor	01/01/2008		36,180.00	44,508.00	Salary Increase
Community College	Rhonda Patterson	Assistant Professor	01/01/2008		39,288.00	44,064.00	Salary Increase
Computer Information Systems	John Kirk Atkinson	Assistant Professor	01/01/2008		68,508.00	83,016.00	Salary Increase
Computer Information Systems	Phillip Coleman	Assistant Professor	01/01/2008		71,664.00	86,160.00	Salary Increase
Computer Information Systems	Mark Revels	Assistant Professor	01/01/2008		71,664.00	86,160.00	Salary Increase

**PERSONNEL CHANGES – FACULTY**  
(continued)

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Educational Adm, L'ship & Research	Jeanne Fiene	Dept Head (Director Ed Doc)	01/01/2008	06/30/2008		900.00/mo	Stipend
English/University College	James Flynn	Optional Retiree (Interim Dean)	01/01/2008	06/30/2008		1,168.00/mo	Stipend
Consumer & Family Sciences	Doris Sikora	Department Head	12/31/2007				Stipend, End
Mathematics	Robert Crawford	Professor	07/01/2008				Transfer
English	Russell Moore	Optional Retiree	07/01/2008				Optional Retirement Appt
English	Elizabeth Oakes	Optional Retiree	07/01/2008				Optional Retirement Appt
Geography & Geology	James Bingham	Optional Retiree	01/01/2008				Optional Retirement Appt
Accounting	Charles Hays	Optional Retiree	06/30/2008				Optional Retirement End
Chemistry	David Hartman	Optional Retiree	06/30/2008				Optional Retirement End
English	Joseph Glaser	Optional Retiree	06/30/2008				Optional Retirement End
English	Charmaine Mosby	Optional Retiree	06/30/2008				Optional Retirement End
History	Charles Bussey	Optional Retiree	06/30/2008				Optional Retirement End
Psychology	Sam McFarland	Optional Retiree	06/30/2008				Optional Retirement End
Psychology	Ernest Owen	Optional Retiree	06/30/2008				Optional Retirement End
Sociology	James Grimm	Optional Retiree	06/30/2008				Optional Retirement End
Economics	John Michael Brown	Professor	06/30/2008				Retirement
Agriculture	Charles E. Anderson	Professor	08/16/2008				Promotion
Agriculture	Jenks S. Britt	Professor	08/16/2008				Promotion
Art	Joon Gi Sung	Associate Professor	08/16/2008				Promotion
Biology	Heather M. Johnson	Associate Professor	08/16/2008				Promotion
Biology	Rodney A. King	Associate Professor	08/16/2008				Promotion
Biology	Nancy A. Rice	Associate Professor	08/16/2008				Promotion
Biology	Claire A. Rinehart	Professor	08/16/2008				Promotion
Biology	Michael K. Stokes	Professor	08/16/2008				Promotion
Biology	Robert E. Wyatt	Associate Professor	08/16/2008				Promotion
Chemistry	Kevin M. Williams	Associate Professor	08/16/2008				Promotion
Communication Disorders	Barbara R. Brindle	Associate Professor	08/16/2008				Promotion
Communication Disorders	Richard Dressler	Associate Professor	08/16/2008				Promotion
Community College-Academic Support	Ashley L. Chance	Assistant Professor	08/16/2008				Promotion
Community College-Academic Support	Michelle S. Hollis	Associate Professor	08/16/2008				Promotion
Community College-Health Sciences	Kimberly W. Harris	Associate Professor	08/16/2008				Promotion
Community College-Liberal Arts/Sc	Quentin M. Hollis	Associate Professor	08/16/2008				Promotion
Community College-Liberal Arts/Sc	Carnetta Skipworth	Assistant Professor	08/16/2008				Promotion
Community College-Liberal Arts/Sc	Francesca Sunkin	Assistant Professor	08/16/2008				Promotion



**PERSONNEL CHANGES – FACULTY  
(continued)**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Computer Science	Mustafa Atici	Professor	08/16/2008				Promotion
Consumer & Family Sciences	Karen G. Mason	Associate Professor	08/16/2008				Promotion
Counseling & Student Affairs	Neresa Minatrea	Professor	08/16/2008				Promotion
Curriculum & Instruction	Judy C. Davison	Associate Professor	08/16/2008				Promotion
Curriculum & Instruction	Terrence K. McCain	Associate Professor	08/16/2008				Promotion
Economics	M. Catherine Carey	Professor	08/16/2008				Promotion
Economics	Claudia W. Strow	Associate Professor	08/16/2008				Promotion
Educational Adm, L'ship & Research	Jeanne R. Fiene	Professor	08/16/2008				Promotion
Engineering	Walter L. Collett	Associate Professor	08/16/2008				Promotion
English	Theodore R. Hovet	Professor	08/16/2008				Promotion
English	Judit Szerdahelyi	Associate Professor	08/16/2008				Promotion
Finance	Indudeep S. Chhachhi	Professor	08/16/2008				Promotion
Geography & Geology	John D. All	Associate Professor	08/16/2008				Promotion
Geography & Geology	Andrew H. Wulff	Associate Professor	08/16/2008				Promotion
History	Anthony A. Harkins	Associate Professor	08/16/2008				Promotion
History	Eric S. Reed	Associate Professor	08/16/2008				Promotion
Library Public Services	Dan Forrest	Associate Professor	08/16/2008				Promotion
Library Public Services	Jue Wang	Associate Professor	08/16/2008				Promotion
Modern Languages	Karin Egloff	Professor	08/16/2008				Promotion
Music	John M. Cipolla	Associate Professor	08/16/2008				Promotion
Music	Heidi Pintner	Associate Professor	08/16/2008				Promotion
Philosophy & Religion	Jeffrey Samuels	Associate Professor	08/16/2008				Promotion
Physical Education & Recreation	Fred W. Gibson	Associate Professor	08/16/2008				Promotion
Physics & Astronomy	Aleksandr P. Barzilov	Associate Professor	08/16/2008				Promotion
Physics & Astronomy	Scott W. Bonham	Associate Professor	08/16/2008				Promotion
Physics & Astronomy	Richard F. Gelderman	Professor	08/16/2008				Promotion
Physics & Astronomy	Phillip C. Womble	Professor	08/16/2008				Promotion
Political Science	Soleiman Kiasatpour	Associate Professor	08/16/2008				Promotion
Political Science	Scott J. Lasley	Associate Professor	08/16/2008				Promotion
Psychology	Frederick G. Grieve	Professor	08/16/2008				Promotion
Psychology	Jacqueline Pope-Tarrence	Professor	08/16/2008				Promotion
Public Health	M. Christine Nagy	Associate Professor	08/16/2008				Promotion
Sociology	Matthew V. Pruitt	Professor	08/16/2008				Promotion
Special Instructional Programs	Nedra S. Atwell	Professor	08/16/2008				Promotion
Special Instructional Programs	Margaret G. Maxwell	Associate Professor	08/16/2008				Promotion

**PERSONNEL CHANGES – FACULTY  
(continued)**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Art	Joon Gi Sung	Assistant Professor	08/16/2008				Tenure
Biology	Rodney A. King	Assistant Professor	08/16/2008				Tenure
Biology	Robert E. Wyatt	Assistant Professor	08/16/2008				Tenure
Chemistry	Kevin M. Williams	Assistant Professor	08/16/2008				Tenure
Communication Disorders	Barbara R. Brindle	Assistant Professor	08/16/2008				Tenure
Communication Disorders	Richard A. Dressler	Assistant Professor	08/16/2008				Tenure
Community College-Business/Comp	George Kontos	Assistant Professor	08/16/2008				Tenure
Community College-Health Sciences	M. Kimberly Green	Assistant Professor	08/16/2008				Tenure
Community College-Liberal Arts & Sc	Heather M. Strode	Assistant Professor	08/16/2008				Tenure
Consumer & Family Sciences	Karen G. Mason	Assistant Professor	08/16/2008				Tenure
Curriculum & Instruction	Terrence K. McCain	Assistant Professor	08/16/2008				Tenure
Economics	Claudia W. Strow	Assistant Professor	08/16/2008				Tenure
Engineering	Warren Campbell	Associate Professor	08/16/2008				Tenure
Engineering	Walter L. Collett	Assistant Professor	08/16/2008				Tenure
English	Joe M. Hardin	Associate Professor	08/16/2008				Tenure
English	Judit Szerdahelyi	Assistant Professor	08/16/2008				Tenure
Geography & Geology	John D. All	Assistant Professor	08/16/2008				Tenure
Geography & Geology	Andrew H. Wulff	Assistant Professor	08/16/2008				Tenure
History	Anthony A. Harkins	Assistant Professor	08/16/2008				Tenure
History	Eric S. Reed	Assistant Professor	08/16/2008				Tenure
Library Public Services	Dan Forrest	Assistant Professor	08/16/2008				Tenure
Library Public Services	Jue Wang	Assistant Professor	08/16/2008				Tenure
Mathematics	Thanh Lan Nguyen	Associate Professor	08/16/2008				Tenure
Modern Languages	Inmaculada Pertusa	Associate Professor	08/16/2008				Tenure
Music	John M. Cipolla	Assistant Professor	08/16/2008				Tenure
Music	Heidi Pintner	Assistant Professor	08/16/2008				Tenure
Philosophy & Religion	Jeffrey Samuels	Assistant Professor	08/16/2008				Tenure
Physical Education & Recreation	Fred W. Gibson	Assistant Professor	08/16/2008				Tenure
Physical Education & Recreation	Raymond A. Poff	Associate Professor	08/16/2008				Tenure
Physics & Astronomy	Scott W. Bonham	Assistant Professor	08/16/2008				Tenure
Political Science	Soleiman Kiasatpour	Assistant Professor	08/16/2008				Tenure
Political Science	Scott J. Lasley	Assistant Professor	08/16/2008				Tenure
Special Instructional Programs	Nedra S. Atwell	Associate Professor	08/16/2008				Tenure
Special Instructional Programs	Margaret Maxwell	Assistant Professor	08/16/2008				Tenure

**PERSONNEL CHANGES – GRANTS**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Cave & Karst Center Prof Services	Lee Bledsoe	BW PT Tech 00	01/28/2008	06/30/2008		10.00	Initial Appointment
Chemistry	Naresh Dhachapally	BW PT Temp Tech 00	01/02/2008	06/30/2008		11.69	Initial Appointment
Child Care	Makalla Yokley	BW PT Tech 00	01/14/2008	10/31/2008		15.00	Initial Appointment
Educational Opportunity Center	Pamela Morgan	BW PT Temp Tech 00	12/03/2007	11/30/2008		12.50	Initial Appointment
Hoffman Institute - POD	Amelia Chung	BW PT Temp Tech 00	02/11/2008	09/29/2008		13.00	Initial Appointment
Kentucky Climate Center - POD	Ara Nazem	Office Assistant	01/02/2008	08/31/2008		20,508.00	Initial Appointment
South Central AHEC	Wanda Sowders	MP PT PNF	01/02/2008	06/30/2008		1,250.00/mo	Initial Appointment
Student Disability Services	Karen Porter	BW PT Tech 00	01/07/2008	06/30/2008		14.00	Initial Appointment
Talent Search	Jamie Wilkins	BW PT Temp Tech 00	01/03/2008	08/31/2008		6.50	Initial Appointment
Educational Opportunity Center	Janet Holloway	Coordinator III	01/02/2008	01/02/2009		35,508.00	Rehire
Student Disability Services	Heidi Givens	BW PT Temp Tech 00	01/07/2008	06/30/2008		40.00	Rehire
Student Disability Services	David Herman	BW PT Tech 00	01/07/2008	06/30/2008		40.00	Rehire
ALIVE Center	Paul Markham	Instr/Faculty Engagement Coord	01/14/2008	06/30/2008	54,000.00	54,000.00	Status Change
Astrophysics & Space Sciences - POD	Elizabeth Paris	SM Temp Clerical 00	02/18/2008	02/17/2009	16.00	32,004.00	Status Change
Student Disability Services	Lisa Estes	BW PT Temp Tech 00	01/07/2008	06/30/2008	25.00	30.00	Grant FY Salary Increase
Student Disability Services	Carrie Powell	BW PT Tech 00	01/07/2008	06/30/2008	35.00	40.00	Grant FY Salary Increase
Student Disability Services	Shannon Stafford	BW PT Temp Tech 00	01/07/2008	06/30/2008	35.00	40.00	Grant FY Salary Increase
Student Disability Services	Sandra Thompson	BW PT Tech 00	01/07/2008	06/30/2008	25.00	40.00	Grant FY Salary Increase
Student Disability Services	Candaaes Williams	BW PT Temp Tech 00	01/07/2008	06/30/2008	25.00	30.00	Grant FY Salary Increase
Biodiversity Center - POD	Shannon Trimboli	PT Education Program Specialist	02/12/2008	02/11/2009	26.92	27.86	Reappointment
Math, Science, & Env. Ed.	Jaiya Ellis	FT Temp PNF	01/01/2008	03/31/2008	26,004.00	28,008.00	Reappointment
Physics & Astronomy	Lisa Taylor	BW PT Temp Tech 00	01/01/2008	05/09/2008	6.00	6.00	Reappointment
Chemistry	Christopher White	BW PT Temp Tech 00	12/01/2007	06/15/2008	7.50	7.50	Reappt/No Sal. Inc.
Educational Enhancement Programs	Jennifer Costellow	BW PT Temp Tech 00	01/07/2008	08/31/2008	12.00	12.00	Reappt/No Sal. Inc.
Student Disability Services	Jennifer Gregory	BW PT Temp Sk Crft 00	01/07/2008	06/30/2008	16.00	16.00	Reappt/No Sal. Inc.
Student Disability Services	Tiffany James	BW PT Temp Sk Crft 00	01/07/2008	06/30/2008	16.00	16.00	Reappt/No Sal. Inc.
Student Disability Services	Michele Miller	BW PT Temp Sk Crft 00	01/07/2008	06/30/2008	16.00	16.00	Reappt/No Sal. Inc.

**PERSONNEL CHANGES – GRANTS**  
**(continued)**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Water Resource Center - POD	Alanna Storey	Manager, Field Operations	01/01/2008	06/30/2008	34,320.00	36,720.00	Salary Increase
ALIVE Center	Paul Markham	Interim Director	01/01/2008	06/30/2008		400.00/mo	Stipend
Student Disability Services	Deborah Ward	Staff Interpreter	01/01/2008	06/30/2008	24.00	30.00	Temporary Rate Increase

**PERSONNEL CHANGES – STAFF**

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Alumni Relations	Jared Holland	BW PT Temp Clerical 00	02/18/2008	12/31/2008		6.00	Initial Appointment
Alumni Relations	Jennifer Wethington	Assistant Director	03/05/2008			40,008.00	Initial Appointment
Annual Fund	Amy Hardin	Assistant Director	03/05/2008			36,000.00	Initial Appointment
Budget	Stacy Garrett	Budget Analyst	01/07/2008			44,892.00	Initial Appointment
Bursar	Jennifer Drake	Accounts Specialist	01/07/2008			23,016.00	Initial Appointment
Career Services Center	Elizabeth Heller	Career Counselor	02/11/2008			30,000.00	Initial Appointment
Enrollment Management	Mona Menking	MN Temp PNF 00	01/14/2008	12/15/2008		34,008.00	Initial Appointment
Extended Learning & Outreach (DELO)	Jenna Haugen	Office Associate	01/02/2008			23,520.00	Initial Appointment
Extended Learning & Outreach (DELO)	Mary Murphy	Marketing/Graphic Artist	03/03/2008			29,004.00	Initial Appointment
Health Services	TaNeka Vaden	Staff Nurse Practitioner	02/04/2008			60,336.00	Initial Appointment
IT Help Desk Operations	Michael Moore	Help Desk Consultant	02/25/2008			14.00	Initial Appointment
Library Public Services	Kenneth Foushee	Sr Circulation Assistant	02/18/2008			22,992.00	Initial Appointment
Library Public Services	Andrea Skaggs	BW PT Clerical 00	02/01/2008			10.00	Initial Appointment
Men's Football	Travaris Robinson	Assistant Coach	03/04/2008			40,008.00	Initial Appointment
Office of Internationalization	Cornell Menking	Chief International Officer	01/10/2008			96,000.00	Initial Appointment
Office of Internationalization	Judith Scott	Office Associate	03/17/2008			26,016.00	Initial Appointment
Planning, Design & Construction	Helen Siewers	Landscape Architect	01/28/2008			61,008.00	Initial Appointment
Plant Operations	Jason Curtis Abston	Energy Management Technician	02/27/2008			16.45	Initial Appointment
Police	Wesley England	Police Officer	03/31/2008			31,488.00	Initial Appointment
Purchasing and Accounts Payable	Anthony Bush	Office Associate	02/11/2008			21,840.00	Initial Appointment
Radcliff Regional Ed. and Dev. Ctr.	Liza Ramirez	Office Associate	03/10/2008			24,000.00	Initial Appointment
Teacher Services	Cameron Carr-Calvert	Office Associate	01/02/2008			23,040.00	Initial Appointment
Teacher Services	Ellen Gott	Certification Officer	03/05/2008			45,432.00	Initial Appointment
University Centers	Andrew Rash	BW PT Temp Maint 00	01/07/2008	01/07/2009		8.00	Initial Appointment
University Relations	Amy DeCesare	Coordinator/Broadcast Services	03/31/2008			25,008.00	Initial Appointment
WKU Foundation	Frances Matheis	Financial Analyst	03/10/2008			31,008.00	Initial Appointment
Admin. Systems and Applications	Robert VanFleet	Systems Administrator II	01/02/2008			47,508.00	Rehire
Dean College of Education	Lynn Hines	MN Temp PNF 00	01/02/2008	10/01/2008		70,680.00	Rehire
Dean Student Life/HRL	Michael Crowe	Director, Judicial Affairs	04/01/2008			50,004.00	Rehire
Housing & Residence Life	Steven Briggs	Assistant Director	04/01/2008			49,008.00	Rehire
Men's Basketball	Kenneth M. McDonald	Head Athletic Coach	04/07/2008			250,008.00	Rehire
Police	Brian Figley	Police Officer	03/03/2008			31,488.00	Rehire
Sponsored Programs	Linda Diane Amos	Office Associate	03/19/2008			23,016.00	Rehire
Facilities Management	Linda Kaye Holder	BW PT Tech 00	01/14/2008			9.20	Rehire of Retiree
Annual Fund	Emily Trabue	Office Associate	03/17/2008	03/16/2009	9.00	26,016.00	Status Change
Athletic Facilities	Leslie Forsythe	Coordinator II	04/01/2008		30,000.00	30,000.00	Status Change
Building Services	Emma Lewis	Building Services Attendant	02/18/2008		7.18	7.50	Status Change

**PERSONNEL CHANGES – STAFF**  
(continued)

Organization	Employee	Title	Effective Date	End Date	Salary	Proposed Salary	Type Action
Desktop Support	Nathan Plemons	Desktop Support Consultant	01/02/2008		15.00	41,520.00	Status Change
Facilities Management	Marsha Mitchell	Building Services Attendant	02/18/2008		7.00	7.80	Status Change
Men's Football	James Nowell	Head Strength/Cond. Coach	04/01/2008		75,000.00	75,000.00	Status Change
Public Radio Services	John Campbell	Manager, Radio Operations	02/01/2008		8.75	32,400.00	Status Change
WKU - Owensboro	Troy Cole	BW PT Tech 00	01/07/2008			8.50	Status Change
WKU - Owensboro	Edward Minton	BW PT Tech 00	01/21/2008			8.50	Status Change
Agricultural Exposition Center	Lindsay Meeks	BW Temp Tech 00	02/05/2008	04/06/2008		9.23	Reappointment
Astrophysics & Space Sciences - POD	Earl Wood	BW PT Temp Tech 00	01/09/2008	07/08/2008		9.25	Reappointment
Building Services	Stella Coffman	BW PT Temp Maint 00	02/12/2008	04/13/2008		7.18	Reappointment
Building Services	Sharon Milam	BW PT Temp Maint 00	02/12/2008	04/13/2008		7.18	Reappointment
Building Services	Rebecca Petersen	BW PT Temp Maint 00	02/12/2008	04/13/2008		7.18	Reappointment
Building Services	Nancy Scoggins	BW PT Temp Maint 00	02/12/2008	04/13/2008		7.18	Reappointment
Building Services	Melissa Smith	BW PT Temp Maint 00	02/12/2008	04/13/2008		7.18	Reappointment
Cave & Karst Center Prof Services	Laura Kreitzer	BW PT Tech 00	12/24/2007	06/30/2008		10.00	Reappointment
Cave & Karst Center Prof Services	Nicholas Martin	BW PT Tech 00	12/24/2007	06/30/2008		10.00	Reappointment
Combustion Lab Center Prof Services	Virgil Robinson	BW PT Tech 00	01/02/2008	04/30/2008		30.00	Reappointment
Counseling and Student Affairs	Elliott Sewell	BW PT Temp Clerical 00	01/22/2008	06/15/2008		8.00	Reappointment
Gordon Ford College of Business	Deborah Burch	SM Temp Clerical 00	02/01/2008	06/30/2008		26,868.00	Reappointment
Health Services	Conrad Reed	BW PT Temp Tech 00	12/19/2007	05/29/2008		10.00	Reappointment
Men's Football	James Nowell	Head Strength/Cond. Coach	02/15/2008	03/31/2008		75,000.00	Reappointment
Police	Hannah Haerberlin	Communications Officer	04/30/2008	04/29/2009		21,648.00	Reappointment
Police	Mellisa Torrence	Communications Officer	06/25/2008	06/24/2009		21,648.00	Reappointment
Public Health	Katherine Dawson	FT Temp Clerical	01/16/2008	06/30/2008		21,000.00	Reappointment
Student Disability Services	Jennifer Gregory	BW PT Temp Clerical 00	02/28/2008	06/30/2008		8.00	Reappointment
University Centers	Natalie Croney	BW PT Temp Maint 00	03/03/2008	08/21/2008		10.00	Reappointment
Academic Advising & Retention Center	Jessica Staten	Coord, Retention Programs	01/07/2008		21,864.00	29,520.00	Promotion
Building Services	Betty Flora	Supervisor, Building Services	01/07/2008		12.56	14.36	Promotion
Building Services	Jennifer Lindsey	Supervisor, Building Services	01/07/2008		10.25	14.36	Promotion
Enrollment Management	Matthew Bogard	Coordinator, Market Research	04/07/2008		30,504.00	36,000.00	Promotion
Facilities Fiscal Services	Kathy Price	Office Coordinator	01/01/2008		28,584.00	31,440.00	Promotion
Facilities Fiscal Services	Regina Sneed	Work Control Center Associate	04/01/2008		7.76	25,056.00	Promotion
Sponsored Programs	Lindsey Hampton	Proposal Development Coord.	02/11/2008		26,448.00	33,000.00	Promotion
VP Institutional Advancement	Joshua Hawkins	Dir/Collegiate Development	01/22/2008		38,964.00	45,000.00	Promotion
Communication	Laura Wagoner	Office Associate	01/01/2008		23,064.00	25,344.00	Reclassification
Distance Learning	Pamela Wilson	Assistant Director	01/01/2008		33,156.00	38,004.00	Reclassification
Facilities Management	Melinda Peay	Supervisor, Stockroom	01/01/2008		17.84	19.62	Reclassification
Inst Combustion Sci & Env Tech- POD	Martin Cohron	Coordinator, Research Support	03/01/2008	06/30/2008	61,200.00	61,200.00	Reclassification

**PERSONNEL CHANGES – STAFF**  
(continued)

Organization	Employee	Title	Effective Date	End Date	Salary	Proposed Salary	Type Action
WKU - Elizabethtown/Fort Knox	Melissa Ballinger	Office Associate	01/01/2008		22,992.00	25,296.00	Reclassification
WKU - Elizabethtown/Fort Knox	Ronda Sullivan	Office Coordinator	01/01/2008		25,320.00	27,864.00	Reclassification
WKU Foundation	Susan Ingram	Accounts Specialist	01/01/2008		26,832.00	27,360.00	Reclassification
WKU Foundation	Heather Pruitt	Accounts Specialist	01/01/2008		28,200.00	28,680.00	Reclassification
Police	Robert Boyden	Police Officer	01/18/2008		36,000.00	34,440.00	Demotion
Athletic Marketing	Megan Micheli	BW PT Temp Maint 00	01/03/2008	05/31/2008	8.00	10.00	Salary Increase
Combustion Lab Center Prof Services	Yan Cao	Asst Director/Research & Dev	01/01/2008	06/30/2008	66,384.00	75,000.00	Salary Increase
Combustion Lab Center Prof Services	Chein-Wei Chen	Assistant Director/Analytical Dev	01/01/2008	06/30/2008	56,604.00	70,008.00	Salary Increase
Combustion Lab Center Prof Services	Chin-Min Cheng	Manager, Lab/Emission Control	01/01/2008	06/30/2008	51,264.00	60,000.00	Salary Increase
Extended Learning & Outreach (DELO)	Jennifer Perry	Marketing Specialist	01/01/2008		36,408.00	38,004.00	Salary Increase
Forensics - POD	Jonathan Carter	MN PNF 07	01/01/2008	06/30/2008	28,008.00	34,008.00	Salary Increase
Forensics - POD	William Johnson	FT Temp PNF	01/01/2008	06/30/2008	28,812.00	31,008.00	Salary Increase
Forensics - POD	Dawn Lowry	Assistant Coach, Forensics	01/01/2008		31,548.00	38,004.00	Salary Increase
Forensics - POD	Stephanie Patterson	Assistant Coach, Forensics	01/01/2008		29,340.00	35,004.00	Salary Increase
Forensics - POD	Benjamin Robin	Assistant Coach, Forensics	01/01/2008		28,404.00	34,008.00	Salary Increase
Library Public Services	Douglas Wiles	Library Security Officer	03/01/2008		32,016.00	35,304.00	Salary Increase
Police	Jennifer Crump	Police Officer	01/21/2008		28,392.00	31,488.00	Salary Increase/KLEF
University Centers	Jennifer Faulkner	BW PT Temp Maint 00	01/02/2008	06/04/2008	5.85	7.00	Salary Increase
University Centers	Virgil Miller	Recreation Equipment Technician	01/01/2008		16.82	17.66	Salary Increase
University Centers	Zackie Ramsey	Recreation Equipment Mechanic	01/01/2008		13.14	13.80	Salary Increase
WKU Glasgow Campus	Jeffery Brooks	Zone Maintenance Technician	01/02/2008		11.85	13.00	Salary Increase
Women's Track & Field	Michelle Nora Scott	Assistant Coach	01/01/2008		22,284.00	32,004.00	Salary Increase
Graduate Studies	Clarissa Priddy	Coord, Graduate Admissions	01/01/2008		30,000.00	30,708.00	Degree/Certification Sal Inc.
HVAC Services	Daniel Johnson	Sr. Skilled Trades Technician	03/31/2008			\$900.00/Lump Sum	Degree/Certification Sal Inc.
International Programs	Derick Strode	International Student Advisor	01/01/2008		34,008.00	34,704.00	Degree/Certification Sal Inc.
Intramural - Recreational Sports	Derek Hottell	Coord, Sport Club	01/31/2008			700.00/Lump Sum	Degree/Certification Sal Inc.
IT Helpdesk	Lori Douglas	Assistant Director	01/01/2008		64,584.00	65,292.00	Degree/Certification Sal Inc.
Library Public Services	Nancy Marshall	Sr. Reference Associate	01/31/2008			300.00/Lump Sum	Degree/Certification Sal Inc.
Network & Computing Support	Ward Moran	Desktop Support Consultant	03/31/2008			600.00/Lump Sum	Degree/Certification Sal Inc.
Purchasing & Accounts Payable	Pamela Davidson	Buyer/Pro Card Admin.	01/31/2008			300.00/Lump Sum	Degree/Certification Sal Inc.
Sociology	Vicki Armstrong	Office Associate	01/01/2008		25,032.00	25,344.00	Degree/Certification Sal Inc.
Water Resource Studies	Alanna Storey	Manager, Field Operations	01/31/2008			600.00/Lump Sum	Degree/Certification Sal Inc.
Intramural - Recreational Sports	Lucas Bartlett	Coordinator, ORAC	02/01/2008	06/30/2008		1,229.00/mo	Stipend
Sponsored Programs	Phillip Myers	Director	03/01/2008	06/30/2008		500.00/mo	Stipend
Student Financial Assistance	Nancy Alfonso	Coordinator, Direct Lending	01/01/2008	04/30/2008		250.00/mo	Stipend

**PERSONNEL CHANGES – STAFF**  
(continued)

<b>Organization</b>	<b>Employee</b>	<b>Title</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Salary</b>	<b>Proposed Salary</b>	<b>Type Action</b>
Astrophysics & Space Sciences - POD	Richard Walters	BW PT Tech 00	02/16/2008	06/30/2008	7.50	35.16	Temporary Rate Increase
Human Resources	Melissa Denise Cornelius	Employee Benefits Associate	01/16/2008	03/07/2008	29,544.00	33,144.00	Temporary Rate Increase
University Centers	Wm. Thomas Edmonds	Sr. Skilled Trades Technician	01/01/2008		14.53	15.26	Title Change
Career Services Center	Kenyetta Martin	Career Counselor	02/19/2008		32,124.00	32,124.00	Transfer
Event Planning	Larry Goodman	Asst. Supv, Special Events	02/04/2008		15.10	17.00	Transfer
Facilities Management	Phyllis Page	Office Associate	02/18/2008		25,632.00	28,200.00	Transfer
Student Television Services	John Coe	CATV Engineer	02/01/2008		42,504.00	43,200.00	Transfer
Transit Services	Patricia Johnson	BW PT Temp Clerical 00	01/02/2008	05/09/2008	9.25	9.25	Transfer
Building Services	Judy Zibart	Building Services Attendant		01/31/2008			Retirement
Facilities Management	Curtis Sid Baker	Supv, Carpentry and Masonry		03/31/2008			Retirement
Facilities Management	Larry Hardin	Zone Maintenance Technician		02/29/2008			Retirement
Plant Operations	Clifton Johnson	Supervisor, HVAC		02/29/2008			Retirement
Teacher Services	Kaye Gordon	Certification Officer		03/31/2008			Retirement



Motion by Mr. Johnson, seconded by Dr. Minter to approve the personnel action items, excluding the item related to James Chappell whose application was withdrawn prior to today's meeting. Motion carried unanimously.

**AGENDA ITEM 7 - President's Report**

**7.1 Update on 2008 General Assembly**

Robbin Taylor, Assistant to the President for Governmental Relations, provided the Board with an update on the 2008 General Assembly noting that priorities were set for this legislative session in October of 2007. Those priorities are outlined below with an update provided:

**Legislative Priorities 2008 General Assembly  
Base Operating and Strategic Initiative Budget Increase  
As Recommended by CPE**

2008-09	\$6,503,300 (7.6%)	2009-10	\$6,614,700 (7.2%)
---------	--------------------	---------	--------------------

**CAPITAL PROJECTS**

RENOVATE SCIENCE CAMPUS, PHASE III*	\$24,000,000
CONSTRUCT CENTRAL REGION CENTER, ELIZABETHTOWN	\$28,000,000
PHASE II OWENSBORO ADVANCED TECHNOLOGY CENTER*	\$14,055,000
MATERIALS CHARACTERIZATION CENTER/ICSET*	\$4,575,000
GORDON FORD COLLEGE OF BUSINESS*	\$5,800,000
CAPITAL RENEWAL/MAINTENANCE/INFRASTRUCTURE POOL WKU SHARE	\$5,593,000

**AGENCY BOND PROJECTS**

VAN METER HALL RENOVATION*	\$16,000,000
IVAN WILSON FINE ARTS CENTER RENOVATION*	\$8,000,000
PRESTON HEALTH AND ACTIVITIES CENTER*	\$10,000,000
NORTH CAMPUS PARKING IMPROVEMENTS*	\$4,000,000
RENOVATE DOWNING UNIVERSITY CENTER PHASE III	\$48,000,000

**LEGISLATIVE INITIATIVES**

- RESTORE STATE AND AGENCY BONDED PROJECTS VETOED IN 2006
- AUTHORIZE GATTON ACADEMY OF MATHEMATICS AND SCIENCE IN KENTUCKY AS HIGH SCHOOL DIPLOMA-GRANTING INSTITUTION
- SUPPORT KTRS LEGISLATION TO ALLOW FIXED CONTRIBUTION FOR OPTIONAL RETIREMENT PARTICIPANTS

\* INDICATES THAT PROJECT WAS VETOED IN 2006.

**"Increases in base funding** - "\$6.5 million was sought in the first year and \$6.6 in the

second year. That quickly became something that couldn't be accomplished. The effort then turned to taking on no new budget cuts with the result being an additional 3 percent budget cut in addition to the cut taken by Executive Order, so a total of 6 percent. In the second year of the biennium, we will regain approximately \$800,000 provided revenue assumptions hold up in the State."

**"Capital Projects** - They did not do bonded projects from the General Fund for the universities but did create a contingency plan list. In that list, they included a few projects for the universities that were vetoed in the 2006 budget, and all of our projects are on that contingency list. The contingency plan kicks in January 2010 if revenues are exceeded above and beyond what is committed in the budget currently. The first thing funded are state employee and teacher salaries in addition to what they've planned already; then they move into bonding for the capital projects. Approximately \$5 million is needed for six months of debt service. There are a lot of hurdles to get to that point in a contingency plan."

"Those projects on the contingency list under capital projects are: the Science Campus, Phase III for \$9 million; the Owensboro Advanced Technology Center is a Kentucky Community and Technical College System Project is on the list for \$14,055,000; the Materials Characertization Center/ICSET for \$4,575,000; and planning money of \$5,800,000 for the Gordon Ford College of Business. The Elizabethtown Central Region Center and the BRAC Building (\$28,000,000) did not receive funding. A portion of the budget bill that included BRAC was vetoed by the Governor with the reason being he, by Executive Order, established a BRAC Commission. The Commission will do some grant funding which WKU may or may not be able to apply for. The Capital Renewal/Maintenance Fund was funded. WKU had sought \$5,593,000 in this category but will receive some amount lower than sought. The money will go to CPE to be matched by campuses."

**"Agency Bond Projects** - Van Meter Hall Renovation - \$16,000,000; Ivan Wilson Fine Arts Center Renovation - \$8,000,000; Preston Health and Activities Center - \$10,000,000; and North Campus Parking Improvements - \$4,000,000 are all provided in this budget. That means, WKU is authorized to issue bonds for these four projects at a little higher amount than those reflected on the card and can proceed July 1 with those projects. Those dollar amounts are the original amounts that were vetoed; and the budget bill allows a little more capacity. The budget

bill reflects a 15 percent increase.

President Ransdell noted that, at the called meeting in June, when the budget for next year comes to the Board for approval, the bond documentation to move forward with the agency bond projects will be recommended for approval. Projects have been funded since January 2006, and the money that has been captured with that dedicated debt service has been used to do the planning and design and some air quality work in Fine Arts Center, etc. The General Assembly also provided agency authorization for the three projects under the State funded list: Materials Characterization Center; the Gordon Ford College of Business and the Science Campus (\$9 of the \$24 million on the card); and there is currently seven projects approved for agency funds.

Prioritization will have to be determined for the best uses for the available bonded indebtedness that the Board has already approved. The bond market has also changed, with interest rates, differentials, and a lot of factors that are different now than in 2006 when the Board took action. The amount of money dedicated to the service of those bonds will not change; what is done with the bond authorizations probably will change somewhat within the seven projects.”

Ms. Taylor added, “The General Assembly did a couple of things, as President Ransdell mentioned, the agency bond authority on what was previously requested as general fund projects, they did the contingency plan but they also gave us some flexibility if we could devote University resources to any of those projects because they were of an urgent nature—not just to WKU, but to all the universities. Our general fund projects were authorized for agency bonds if we choose to do that.”

Dr. Ransdell noted that, “This agency authority cannot be used for any other project that is not among the seven. It can’t be used for some other purpose or some other source. WKU is legislatively authorized to issue the bonds based on the Board-approved debt capacity for these projects only. While there is a little bit of flexibility within the seven approved projects, there is not an option of using the bonded indebtedness for any other purpose.”

Ms. Taylor continued, “The other thing that the General Assembly did that was precedent setting was they directed that no university could raise tuition to fund any of the agency bond projects in this biennium. WKU’s 2006 budget included a tuition variable for the campus rebuilding fee that is funding many of these projects. So while it didn’t apply to these projects, what they wanted to prevent—they wanted to give some flexibility, but they wanted to prevent anybody from raising tuition to cover one of these projects with agency bonds if weren’t already

secheduled to do it that way. “

● “**Legislative Initiatives** - WKU had three as listed on the priority card. (1) *Restore State and Agency Bonded Projects vetoed in 2006* - We got about half way there on that; we got the agency bond projects anyway. The others are on life support. (2) *Authorize Gatton Academy of Mathematics and Science in Kentucky as High School Diploma-Granting Institution* - In the final two days of the session, this was achieved; the Governor has not yet signed that bill. There are probably two or three more days left—he has not signed several, so it’s not just ours. It did not pass as a stand-alone bill; it passed as an amendment to Senate Bill 2 which is the Science, Technology, Engineering, and Math which has primarily been a priority of the Senate the last two years, and last year our Academy legislation was also hitched to that bill as well. It’s still sitting there on the Governor’s desk waiting to be signed, but is exactly what we needed to authorize the Academy to grant high school diplomas and to work with local school districts to grant joint diplomas. (3) *Support KTRS Legislation to Allow Fixed Contribution For Optional Retirement Participants* - That bill, sponsored by Ken Winters, Chairman of the Senate Education Committee, did pass and has been signed by the Governor. It would have been a \$500,000 cost for WKU had it not passed. On another bill with regard to KTRS, we were able to get an amendment that allows us to offer a fourth option—right now, by law, you can only offer three options under ORP; now we can offer a fourth.”

● “Bucks for Brains was passed for a total of \$50 million for UK and U of L to split (two thirds; one third) and \$10 million between the comprehensive universities. Approximately one hundred and thirty-four bills were tracked; and twenty three passed and have been sent to the Governor.

## 7.2 Capital Construction Project Status Report

John Osborne, Associate Vice President for Campus Services, reviewed quarterly information found on pages 58-61 of the agenda packet. This report is attached to the minutes as **Exhibit 3.**

● Ms. Helen Siewers, a new employee in the Planning, Design, and Construction, described several projects currently under way on campus. Among those was a project under the umbrella of placemaking which is the design jargon for how to make WKU a memorable place. Since this is first and foremost a pedestrian campus, it is recognized that many people arrive at campus via

automobile; so efforts are to make a coherent arrangement of parking around the perimeter of the campus and preserve the internal core of campus as a place for walkers. One aspect of place-making is a pedestrian wayfinding and signage program. This project that has been ongoing for a few years with the goal of making the campus easier to navigate around. The signage program identifies different districts—the Residential Commons, the Centennial Mall; College Heights; the Ogden Campus; the Valley; Athletics; and several of the remote parking areas. Working with the Campus Master Planning Committee, signage standards for those areas were proposed which consist of large, monumental, directional signs that help as visitors approach campus with one located at Cherry Hall; one at the corner of Normal and University Boulevard; and at every campus entry point. Signs to be implemented will begin this fall and include the logo with the red bar, and the goal is to get signs in place for every building on campus. The budget for this is \$500,000 which includes some sidewalks and crosswalk improvements that will make the walking loops around campus more readily available. There will also be campus maps installed.

Responding to a question from Dr. Minter regarding the source of this \$500,000 budget for signage, Ms. Siewers and President Ransdell reported that a restricted funds pool which has been in place for approximately two years for small projects in Facilities, funds a number of projects such as this. Dr. Minter asked if this was a project that could be deferred noting that “Certainly that one of the concerns that faculty, staff, and students, too, have is—this kind of stuff looks really nice but it is something that we can do without when faculty, staff, and students are all doing without in a tough budget year. Dr. Ransdell noted that it’s a judgment call as to what you continue to do and what do you not do. This is one-time money that has been set aside for that purpose.

Dr. Minter noted. “At a time when compromises are being made with the academic mission, these are concerns that people have. They are real; they are important; and they affect every constituent on this campus.”

Dr. Ransdell stated, “One can never determine precisely, but it is my strong belief that the reason that our applicant pool is strong and our enrollment is stable and growing is because of the things that have been mentioned as to why people like this place. I live in fear that if we begin to change or retrench on the things that people like about this place, our very financial underpinning will be affected in terms of the pool of students that want to be here and want to come here. There are a lot of dynamics in place in continuing to rebuild the campus and improve the place

itself. I think it is a fundamental part of the enrollment stability that we have enjoyed for the last dozen years or so.”

Dr. Richard Kirchmeyer reviewed the update on wireless campus which is found in the Board packet.

With no other business to come before the Board, motion for adjournment was made by Ms. Haskins, seconded by Mr. Johnson, and carried. Meeting adjourned at approximately 2:20 p.m.

SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007

## INDEX

<u>REVIEW / OTHER ACTIVITY</u>	<u>REVENUES / COST SAVINGS</u>	<u>PURPOSE</u>	<u>RECOMMENDATIONS IMPLEMENTED?</u>	<u>PG. NO.</u>
Agency Accounts	26,316	Properly account for University funds.	Yes	1
Athletic Director's Annual Supplemental Salary	n/a	Evaluate contract compliance.	n/a	1
Athletic Event Ticket Review	4,421	Monitor financial performance.	Yes	1
Athletics' Concessions (Aramark)	22,785	Evaluate contract compliance.	Yes	1
Benefits Committee	n/a	Provide guidance and assistance.	n/a	1
Billings and Collections Committee	n/a	Provide guidance and assistance.	n/a	1
Cash Counts	n/a	Verify existence of assets.	Yes	2
Cellular Telephone Contract	n/a	Evaluate contract compliance.	Yes	2
Compensation for Education & Special Training	n/a	Monitor / evaluate financial processes.	Yes	2
Computer Science (Academic Department)	1,895	Safeguard University assets.	Yes	2
Continuing Professional Education	n/a	Enhance effectiveness.	n/a	2
Equipment in Lieu of Salary	n/a	Provide guidance and assistance.	Yes	3
Fringe Benefit Budget Dollars	n/a	Monitor / evaluate financial processes.	No	3
Graduate Assistants' Compensation	n/a	Monitor / evaluate financial processes.	Yes	3
Health Insurance - Analysis, Financial Reports	n/a	Monitor financial performance.	n/a	3
Honors Program Grant	n/a	Provide guidance and assistance.	Yes	4
I.D. Center - Controls, Procedures	n/a	Provide guidance and assistance.	Yes	4
I.D. Center Accounts - Meal Plans	70,935	Monitor / evaluate financial processes.	Yes	4
Insurance Broker Services	n/a	Evaluate contract compliance.	Yes	4
Information Technology Policies	n/a	Provide guidance and assistance.	Yes	4
International Student and Teacher Identity Cards	n/a	Provide guidance and assistance.	Yes	4
Miscellaneous Assistance	n/a	Provide guidance and assistance.	Yes	5
Official Receipts	n/a	Monitor / evaluate financial processes.	n/a	5
Outstanding Accounts Payable & Payroll Checks	173,237	Monitor / evaluate financial processes.	Yes	5
Pepsi Contract (Non-Athletic Items)	2,063	Evaluate contract compliance.	Yes	5
Personnel Search Committee	n/a	Provide guidance and assistance.	n/a	5
Photojournalism - Camera Sales	n/a	Provide guidance and assistance.	Yes	6
President Ransdell's Travel & Other Expenses	1,776	Enhance accountability.	Yes	6
Study Abroad - Financial Aid	400	Monitor / evaluate financial processes.	Yes	6
Transmittals	n/a	Monitor / evaluate financial processes.	n/a	6
University Funds Deposited into WKU Foundation	0	Properly account for University funds.	Yes	6
WKU Foundation Reimbursement Account	0	Monitor / evaluate financial processes.	Yes	6
<b>TOTAL</b>	<b>303,828</b>			

47

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

**Agency Accounts**

The University maintains a group of accounts known as agency accounts. Agency accounts are used to account for funds held by the University as custodian for an individual or an independent organization. It is inappropriate to deposit University funds into an agency account. Our review identified three agency accounts with negative balances (a total of \$3,124), four accounts that could be closed, and one account that apparently was holding \$23,192 of University funds. Corrective actions were taken on most of these accounts. We continue to recommend a policy to define agency account creation, usage and termination guidelines.

*Response from Financial Affairs:* As indicated, corrective actions were taken on most of the issues with Agency accounts. One agency account with a negative balance of \$1,576.86 was to be covered with Foundation funds, but that has not yet occurred. As of the current time, few agency accounts are requested and those requests come under close scrutiny by Financial Affairs staff before being established.

**Athletic Director's Annual Supplemental Salary**

The Athletic Director's employment contract contains several opportunities for additional compensation. Supplemental salary is earned when certain athletic sales, financial, and performance goals are met. Internal Audit reviewed the Athletic Director's contract and the computations submitted by Athletics. Internal Audit calculated the supplemental payment due to the Athletic Director and communicated this amount to the appropriate individuals.

**Athletic Event Ticket Revenue**

Athletic event ticket revenue for the 2005-2006 fiscal year for Football, Men's Basketball, and Women's Basketball was compiled and compared to prior year sales figures. Differences were investigated and explained. Internal Audit discovered that \$4,061 of ticket revenues related to the sale of season tickets to University employees had not been recorded. Internal Audit worked with Athletics to insure that the faculty/staff season ticket discounts be properly recorded. In addition, about \$360 of ticket revenues, mistakenly deposited into the WKU Foundation, was transferred to the University.

**Athletics' Concessions (Aramark)**

From 08/01/1999 to 06/30/2003, Aramark was in charge of Athletics' concessions' operations. For the first three years of that period, the University received a percentage of the concessions' sales. During the fourth year, the University was to receive the net income from the concessions' operations. Internal Audit determined that numerous expenses, incurred during the fourth year, should not be allowed. By disallowing these expenses, the net income went up, and likewise, the amount due to the University increased. Aramark paid an additional \$22,785 to the University.

**Benefits Committee**

The Benefits Committee considers many issues related to both employer and employee funded benefits including health insurance, dental insurance, life insurance, long term disability, retirement, and several others. As a standing member of the Benefits Committee, Internal Audit routinely meets with and offers advice and guidance to this group.



**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

**Billings and Collections Committee**

The Controller assembled a committee to address student billing and collection issues. Internal Audit was invited to attend and did participate in some of this group's meetings.

**Cash Counts**

Internal Audit counts change and petty cash funds at least 1 - 2 times per year. Minor shortages, overages, and other issues were discovered. Internal Audit reported its findings to the appropriate individuals and offered suggestions to improve cash handling procedures.

**Cellular Telephone Contract**

The University's and/or Kentucky's contract with Cingular provided University and/or State employees with a discount on their personal cell phone service. It was discovered that some University employees were not receiving a discount or were not receiving the proper discount. Internal Audit worked with the University's Telecommunications Office to ensure that our employees were getting the correct discount.

**Compensation for Education & Special Training**

The University provides extra compensation to those employees who receive educational degrees or obtain special training. Upon receiving evidence that an employee has obtained a degree, license or certificate, the employee's pay rate is increased. As appropriate, the central University budget transfers funds to the departmental budgets to cover the additional salary expenses. Internal Audit identified several instances where the budget transfers had not been made. The Budget Office manually accumulates the education & special training information from Form 4's. We believe that this manual process may contribute to needed information being missed, and subsequently, budget transfers not being made. We suggested that the Budget Office and Human Resources work together to improve this process.

*Response from Financial Affairs:* We agree and suggest that since these actions are initially approved by the Human Resources department, Human Resources should maintain a list of those departments who should receive budget allocations. The Budget Office will work from that list and process the appropriate allocations each fiscal year.

**Computer Science (Academic Department)**

Based upon some pro-active analysis of procurement card activity, Internal Audit decided to review this department. During our review, we observed that hundreds of procurement card purchases were not supported by receipts or any other form of documentation. Further investigation revealed that the card holder had used the University's procurement card to make personal purchases for such things as gasoline, cell phone service, credit monitoring services, groceries, and other items. While the card holder admitted to making only about \$1,400 of personal purchases, we believe that the actual total of personal purchases was closer to \$3,900. We recommended that the University attempt to recover some of these funds and that termination of the employee be considered. A total of \$1,895 was recovered, and the individual was terminated. It should also be noted that this employee's department head should have been monitoring the purchases made with the University's procurement card. Effective supervision of this individual's card usage would have made it very difficult for these personal purchases to be made.

*Response from Academic Affairs:* The college dean indicates that the report is accurate as stated. As indicated in the report, the employee was terminated from University employment. The employee's supervisor

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

has since moved to full-time faculty status in the department and no longer serves in the departmental supervisory role.

***Response from Financial Affairs:*** As indicated, the best way to monitor compliance with university policy on procurement card usage is by thorough review and approval by the card record-keeper and the appropriate budget unit manager. The Procurement Card Administrator performs periodic reviews of procurement card activity and reports the results of those reviews to the Internal Audit staff for further review if deemed necessary

**Continuing Professional Education**

The Office of the Internal Auditor is staffed by two certified public accountants. As accounting professionals, each individual is required to obtain between 30 and 40 hours of continuing professional education per year. These requirements were met by attending relevant workshops, seminars, and conferences.

**Equipment in Lieu of Salary**

A University employee was the recipient of a departmental and/or a college award. The individual was given the option of receiving the award in his paycheck or having the money placed into a University account for his professional needs. The employee chose the later, and he used the funds to buy a computer. When Inventory Control tried to put a University inventory number on the computer, the employee would not allow it. He indicated that it was his "personal" computer. Internal Audit was asked to look into this situation. We determined that the computer was, in fact, a University asset. If the employee had wanted to buy a "personal" computer, he should have received the award through his paycheck, paid all of the applicable taxes, and used the net amount to purchase his computer. In a related issue, an employee wanted to "borrow" a surplus University computer for a year. We indicated that this was not allowable, but the individual was welcome to bid in University auctions of surplus equipment.

**Fringe Benefit Budget Dollars**

In February of 2004, the Board of Regents, responding to a significant decrease in State funding, approved Budget Reduction Plan which included numerous policy changes and expenditure reductions. Policy change # 6 dealt with vacant positions and fringe benefits. In part, the policy change adopted by the Board states, "Fringe benefit money will only be reallocated for employee fringe benefit purposes." While other divisions of the University have been following this Board directive, Academic Affairs has not yet implemented this policy change. Since the Board action was taken and continuing through the most recent fiscal year end (06-30-2007), Academic Affairs has been allowed to move excess fringe benefit budget dollars into non-fringe benefit accounts (salaries, general & administrative expenses, travel expenses, and capital equipment). These funds were subsequently spent or included in Academic Affairs' carry forward allocations. Because the Board approved policy directed that fringe benefit budget dollars were not to be manipulated in this manner, we recommended that Academic Affairs should return these funds to the University's central budget. In addition, we recommended that, effective immediately, Academic Affairs should be required to adhere to the Board approved policy regarding fringe benefit money. To date, no actions have been taken.

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

***Response from Financial and Academic Affairs:*** The Board of Regents approved a Budget Reduction Plan in February of 2004. Following its adoption, some parts of the plan later proved to be problematic and, as such, were not fully implemented.

In particular, the Plan item which related to the reallocation of fringe benefit dollars proved to be problematic for the Academic Affairs division, which utilized the funds as a source for salaries for part-time faculty, salaries and benefits for regular, full-time faculty, professional development for faculty, and travel. As such, in April of 2004, the Provost requested that Academic Affairs be exempt from the provisions of this Plan item, the CFO supported this request, and the President approved the request.

In February of 2007, the Office of Internal Audit became aware that Academic Affairs was not following the provisions of the Budget Reduction Plan and communicated this to the President, the Provost and the CFO. The Internal Auditor was informed by the CFO and the Provost that Academic Affairs had been exempted from this provision of the Plan. The matter of this deviation from the plan, as well as others, was subsequently presented to the WKU Board of Regents as "informational" agenda item 7.3.4 on November 2, 2007. During this meeting, the CFO explained that some of the items in the Budget Reduction Plan approved by the Board in February 2004 later proved to be problematic and were not fully implemented by the University.

The Internal Auditor's position is that Board approved / adopted policies can only be amended or voided by subsequent action of the Board. Although the Board was informed of the matter, as stated, during its regular meeting in November of 2007, the Board was not asked to amend the Plan provisions. However, we concur with the Internal Auditor's position and will conform future practices to insure appropriate follow-up with and by the Board on such matters.

The Internal Auditor also recommended that Academic Affairs return the funds to the University's central budget. This action is not feasible given the fact that the funds have been expended for the purposes noted above.

Finally, Academic Affairs currently adheres to the University's policies pertaining to fringe benefit dollars. A recent review of the Carry Forward policy resulted in further clarification with Administrative Council on the use of fringe benefits for professional development purposes. The revised policy is posted on Financial Affairs' website. For FY 2008 only, no retirement funds may be transferred in addition to the continued restriction on the transfer of health insurance and workers compensation budgeted funds. This action is in response to an anticipated deficit in the budgeted lines for the ORP program.

**Graduate Assistants' Compensation**

The University often hires graduate students to assist faculty members with teaching, research and service projects. In the past, these graduate assistants would be compensated with a modest monthly stipend processed through the University's payroll system. During the fall of 2006, we observed that some departments were allowing their graduate assistants to divide their compensation between payments applied to their student account and the remainder in payroll checks. There are several problems inherent with this method of compensation including tax compliance issues. We contacted the Controller's Office about these problems and discovered that they had already taken steps to stop these flawed compensation practices.

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

**Health Insurance – Analysis, Financial Reports**

Internal Audit monitored the self funded health insurance plan and provided periodic assistance to University Administration and the Benefits Committee. Working with Dr. Claus Ernst, we tried to predict when health plan disbursements would exceed incoming funds resulting in a draw down of the health insurance reserve fund. We also did a comparative analysis of our 2006 plan year budget and actual results.

**Honors Program Grant**

In a previous fiscal year, Internal Audit suggested several changes to the Honors Development Grant Application and the grant reimbursement process. We were contacted to evaluate the changes that had been implemented. The application and the process appeared to be in order.

**I.D. Center – Controls, Procedures**

Student Affairs assembled a group of individuals to evaluate and improve the controls, processes, policies, and procedures utilized by the I.D. Center. Internal Audit is an integral part of that group. While several improvements have been made, much work remains to be done. We will continue to work with this group.

**I.D. Center Accounts – Meal Plans**

The I.D. Center is responsible for maintaining the computer system (CBORD) that tracks each student's meal plan activities. The meal plan activities are also to be recorded in the University's accounting system (BANNER). Internal Audit reviews and reconciles the two systems, and we assist the I.D. Center to properly calculate meal plan payments to Aramark. During the spring of 2007, we discovered that Aramark had been overpaid by \$70,935. The amount has been recovered.

**Insurance Broker Services**

The University was attempting to select a vendor to provide health insurance for international students. The University's insurance broker was assisting with this process. A question arose concerning the fee or commission, payable to the broker, to be included in each vendor's bid. The insurance broker's representative seemed to think that they would be collecting a commission from the placement of this insurance. Internal Audit's review of the insurance broker contract suggests that services related to this particular coverage, health insurance for international students, was included in the annual fee that the University pays to the broker.

**Information Technology Policies**

Internal Audit was asked to review the policies of the Information Technology Division. We looked at and suggested changes and/or updates to numerous policies including the Computing Ethics Policy, the Cellular Phones Policy, the Account Retention and Terminations Guidelines Policy, the Faculty Pool Computer Upgrade Procedures, the Wireless Network Policy, the World Wide Web Publishing Policy, the Internet and Electronic Mail Acceptable Use Policy, the Information Security Plan, and the Network Security guidelines.

**International Student and Teacher Identity Cards**

The Office of Internationalization / Study Abroad Office wanted to promote and sell International Student Identity Cards and International Teacher Identity Cards. Internal Audit worked with the Controller's Office and numerous individuals to help the Study Abroad Office with this issue.

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

**Miscellaneous Assistance**

Throughout the year, Internal Audit is asked for assistance with new account set-ups, budget questions, accounting entries, procedural issues and other matters. For example, we assisted the Kentucky Museum with a revenue dependent account and the University Library with a new revenue account and procedures for that account. We helped Environmental Health & Safety and the Office of Equal Employment Opportunity with budget questions. In addition, we assisted Athletics with some accounting entries and Admissions with some cash handling procedures. We calculated a present value discounted amount for a luxury suite tenant who wanted to make a lump sum payment.

**Official Receipts**

When money is collected on campus, the customer is given a receipt. If cash registers are not in use, pre-numbered, hand-written, three-part receipts are utilized. As needed, Internal Audit distributes these official university receipts to the requesting departments.

**Outstanding Accounts Payable and Payroll Checks**

The University issues millions of dollars in checks each year. Occasionally, some checks do not get cashed. Outstanding checks, dating back for several years, were being accumulated to be sent to the State's unclaimed property division. Internal Audit determined that the University is not required to remit unclaimed property to the State. The total of the outstanding checks, \$173,237, was reclassified into a University revenue account. Our review of outstanding checks included student residual aid checks, employee payroll checks, and employee reimbursement checks (for travel). Among other things, we learned that when outstanding student residual aid checks contain Title IV funds, the Federal money must be returned to the Department of Education. The University had not been returning these funds, but procedures have now been put in place to handle these situations. Related to outstanding checks made out to students and employees, we recommended that a notification system be implemented to remind these individuals to negotiate their old checks.

**Pepsi Contract (Non-Athletic Items)**

Internal Audit looked at the University's contract with Pepsi; this review focused on the general (non-athletic) sections of the agreement. When trying to determine the veracity of the monthly commission checks, we found the monthly reports, provided by Pepsi, to be lacking. We suggested that the monthly reports should contain additional information. We identified \$2,063 of additional commission revenue that had not been recorded. We noted the insurance certificate did not adhere to the contract requirements and that property damage coverage for Pepsi equipment was not listed on the certificate. These issues were corrected.

**Personnel Search Committee**

Occasionally, Internal Audit staff members are asked to participate on personnel search committees. During this fiscal year, we served on the Tax Compliance Accountant search committee. An excellent individual was chosen.

**WESTERN KENTUCKY UNIVERSITY OFFICE OF THE INTERNAL AUDITOR  
SUMMARY OF REVIEWS AND OTHER ACTIVITIES  
FOR THE PERIOD: JULY 1, 2006 to JUNE 30, 2007**

**Photojournalism – Camera Sales**

Each year, camera manufacturers provide equipment to the Photojournalism department to be used by their students. At the end of the school year, the equipment would be returned to the manufacturer. One of the manufacturers decided that they wanted the University to try to sell the used equipment to the photojournalism students. Internal Audit worked with Photojournalism and the Controller's Office to implement the procedures that would allow these camera equipment sales to take place.

**President Ransdell's Travel and Other Expenses**

As requested by Dr. Ransdell, Internal Audit reviewed the President's expenses for the fiscal year ended June 30, 2005. Overall, the vast majority of the President's expenses appeared to be reasonable, necessary, and in compliance with applicable policies and procedures. We identified a few errors and exceptions. These items have been corrected. We found \$1,668 in overcharges from Aramark; this amount has been recovered. In addition, we determined that \$108 of the reviewed expenses were personal in nature. The President has reimbursed the University.

**Study Abroad – Financial Aid**

Internal Audit became aware that some students may have improperly received study abroad financial assistance from the University. After researching the issue, it was determined that only one student had improperly received the study abroad aid. The \$400 study abroad scholarship was reversed, and the student's billing account corrected.

**Transmittals**

When depositing funds with the University, offices and departments are required to complete a transmittal of receipts form. Internal Audit receives a copy of each transmittal sent to the Cashier's Office. We scan the descriptions and amounts recorded on the transmittals and investigate any unusual activity or potential violations of policy.

*Additional Information from Financial Affairs:* Internal Audit continues to receive paper copies of receipts transmittals from every university department when funds are deposited. We will be reviewing this process with Internal Audit staff to determine if there is a better way of providing access to this information in the future.

**University Funds Deposited into WKU Foundation**

Throughout the year, some University departments attempted to deposit non-charitable revenues into the WKU Foundation. The Foundation would regularly seek the assistance of Internal Audit in determining where these funds should be deposited. In most of these cases, Internal Audit recommended that the non-charitable revenues be deposited with the University.

**WKU Foundation Reimbursement Account**

Internal Audit looked at this account during a previous fiscal year. We decided to do a follow-up review. The University routinely incurs various expenses on behalf of the WKU Foundation. Once a month, the University bills the Foundation for these items. The previous review found that \$12,307 of expenses had not been billed to the Foundation. That amount was subsequently billed to and paid by the Foundation. Our most recent review identified two additional problems, and these items have been corrected.

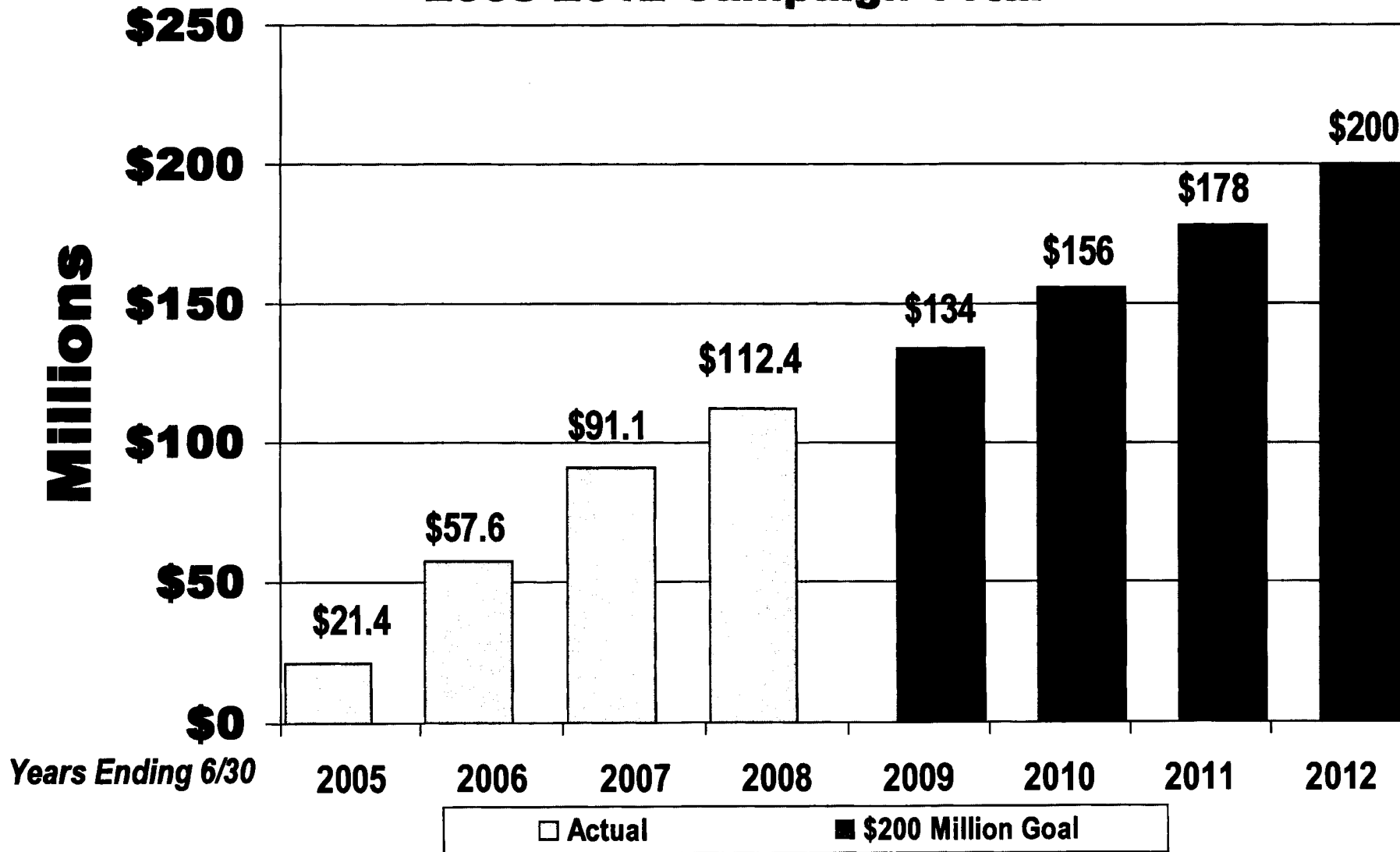
**WESTERN KENTUCKY UNIVERSITY  
OFFICE OF THE INTERNAL AUDITOR  
SCHEDULE OF PROPOSED REVIEWS AND OTHER ACTIVITIES  
TO BE PERFORMED DURING THE 2008 & 2009 FISCAL YEARS**

**REVIEW / OTHER ACTIVITY**

- (a) Academic Department(s) within College(s)
- (a) Administrative Council Members' Expenditures  
Aramark Food Service Contract
- (a) Athletic Director's Annual Supplemental Salary
- (a) Athletic Event Ticket Review  
Athletics Concessions (CenterPlate)  
Bookstore Charges & Scholarships  
Calculation / Distribution of Tuition and Fees  
Campus Activities Board
- (a) Cash Counts / Cash Collection Procedures  
Cellular Telephone Contract / Usage  
Computer Science (Academic Department)  
Environmental Health and Safety  
Equal Employment Opportunity Office  
Football, Division IA Attendance Requirements  
Health Services - Cash Procedures & Operations  
HitsCents Contract
- (a) I.D. Center Accounts - Meal Plans, Dining & Big Red Dollars  
Insurance Broker Contract
- (a) IS CET / Material Characterization Lab  
Just Think! Grant from Department of Education  
Juvenile Delinquency Grant from Department of Justice  
Major Athletic Revenues / Bond Issue Requirements  
Parking and Transportation  
Payroll Liability Accounts
- (a) President Ransdell's Travel & Other Expenses
- (a) Procurement Card  
Spotlight on Youth Grant from Department of Justice  
Student Financial Aid - FISAP  
Study Abroad (Campus Wide)  
Ticket Office Procedures
- (a) Transmittals / Official Receipts
- (a) University Funds Deposited into Foundations (WKUF)  
Vacation and Sick Leave  
Workers' Compensation
  
- (a) *A review or some other activity will be performed within these areas on an annual basis.*

# *A New Century of Spirit*

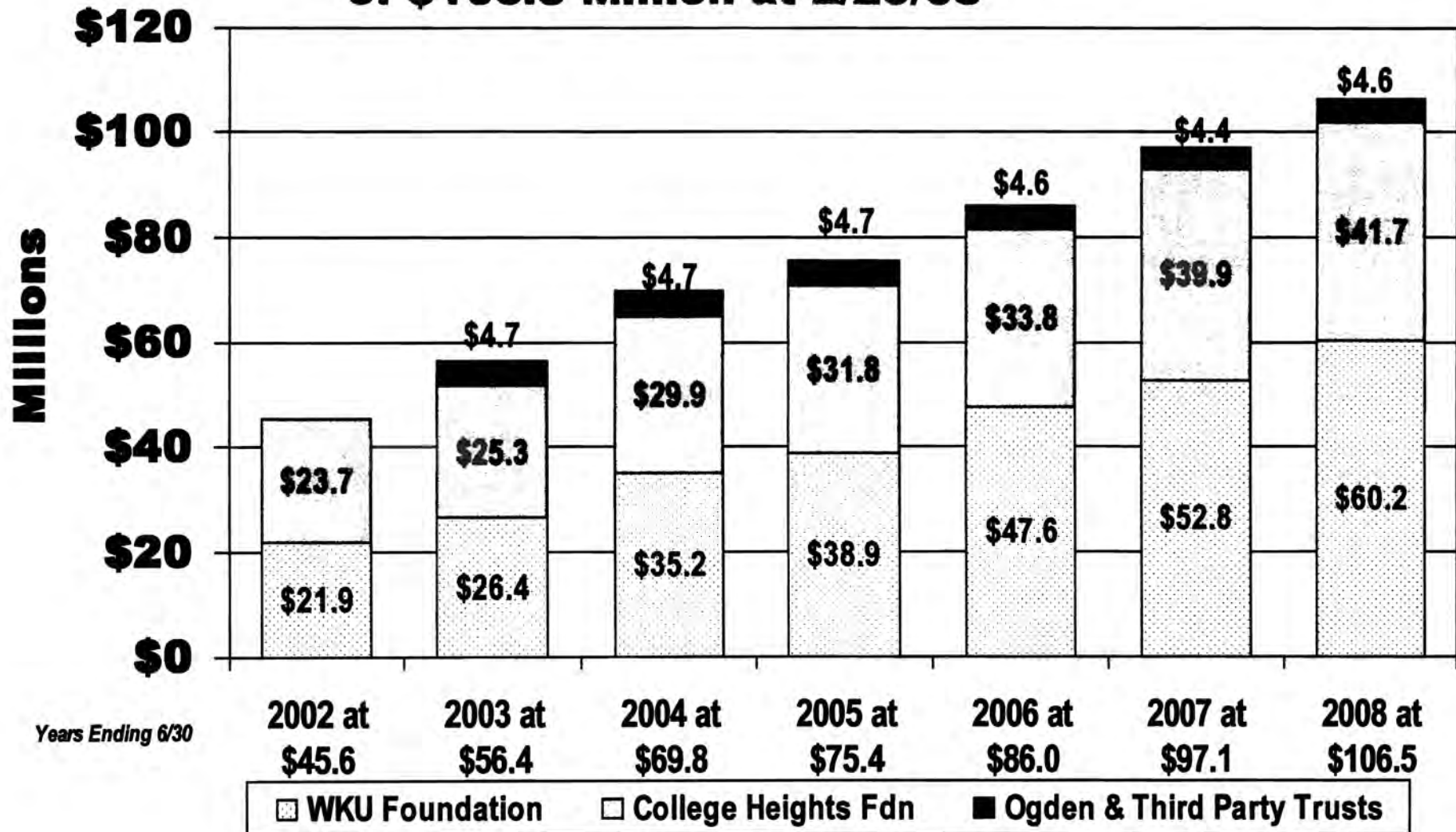
## 2005-2012 Campaign Total





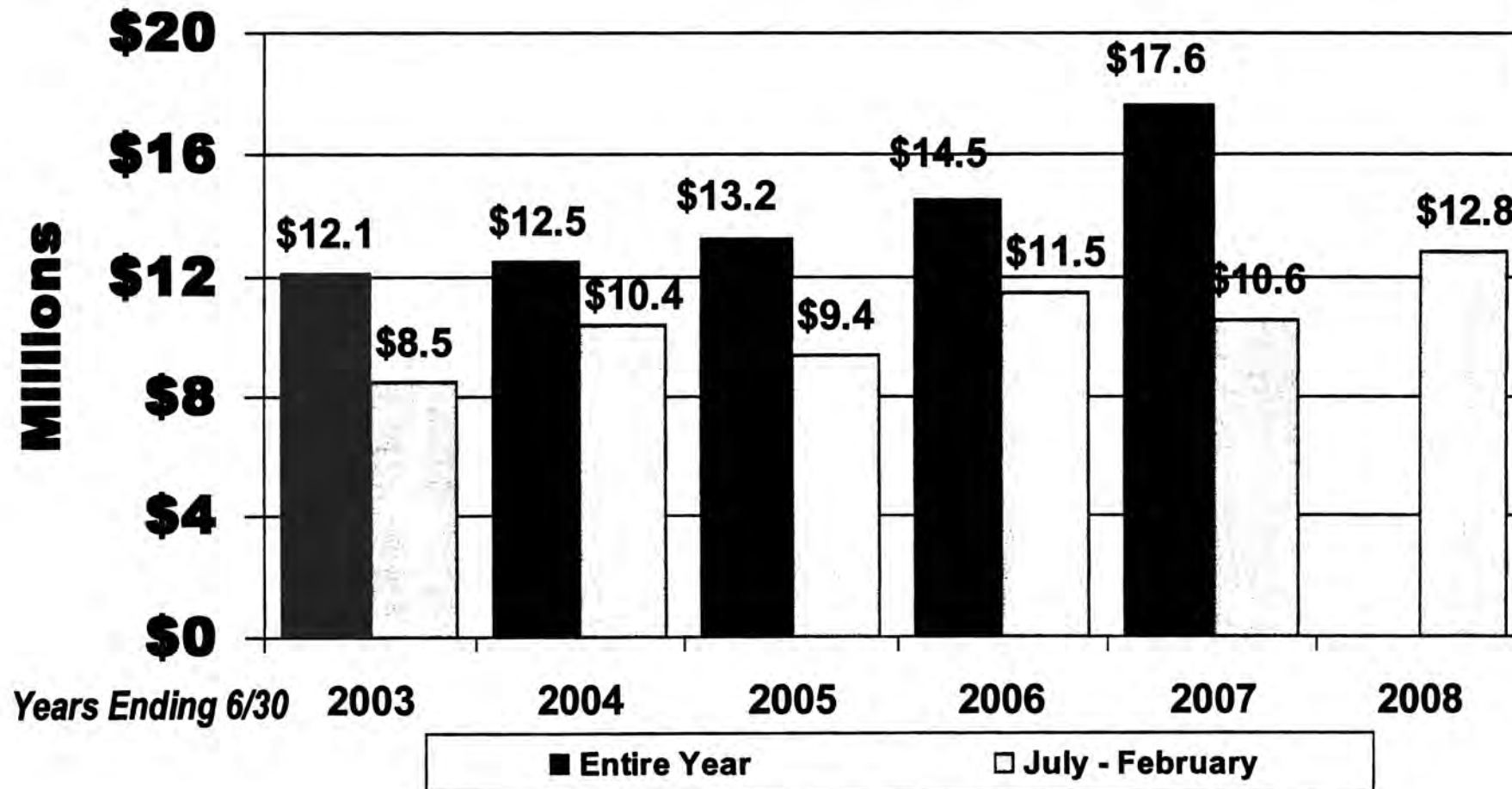
# *A New Century of Spirit*

## **Endowments Benefiting WKU of \$106.5 Million at 2/29/08**



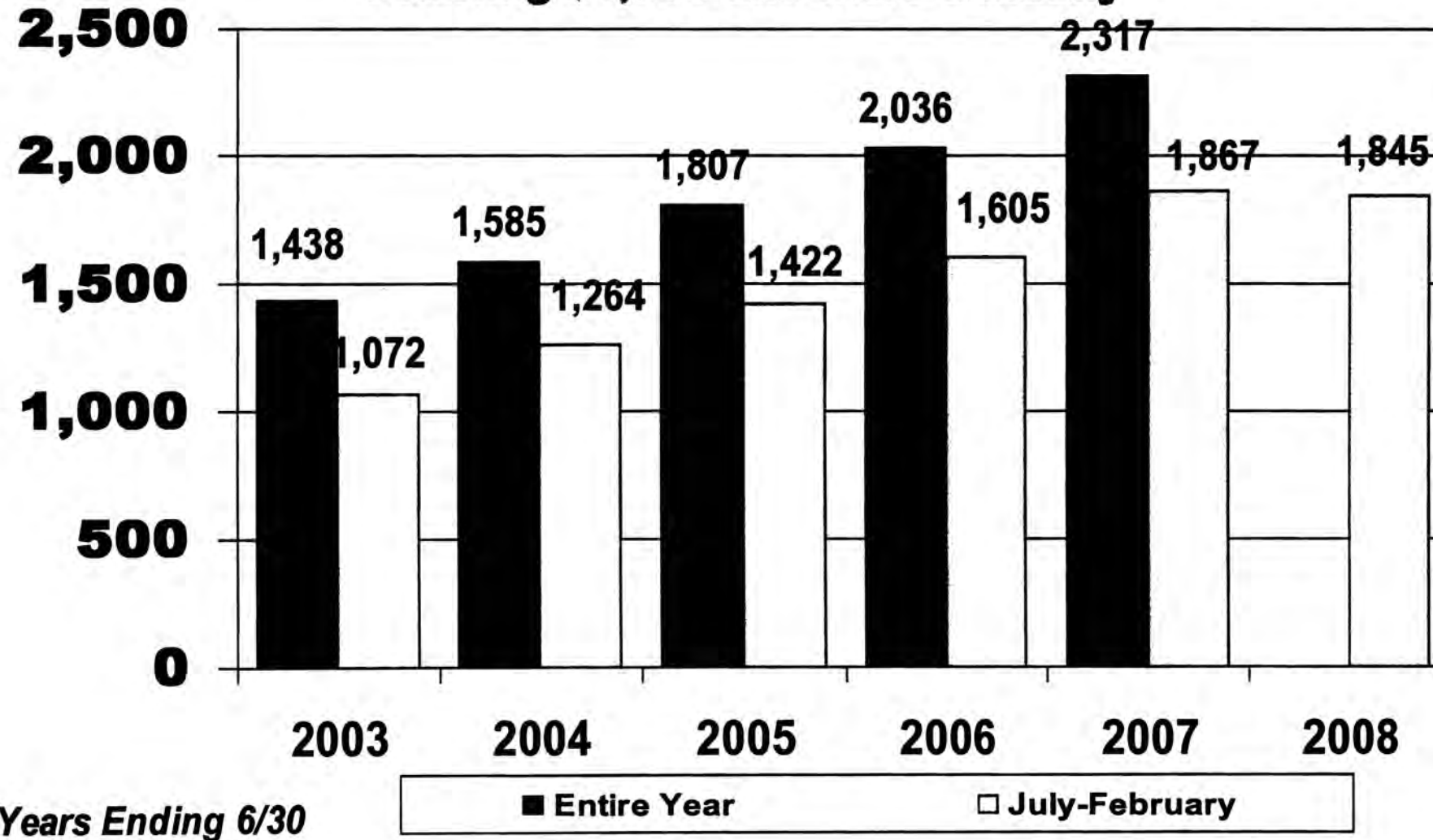
# *A New Century of Spirit*

## **Annual Private Gift Support**

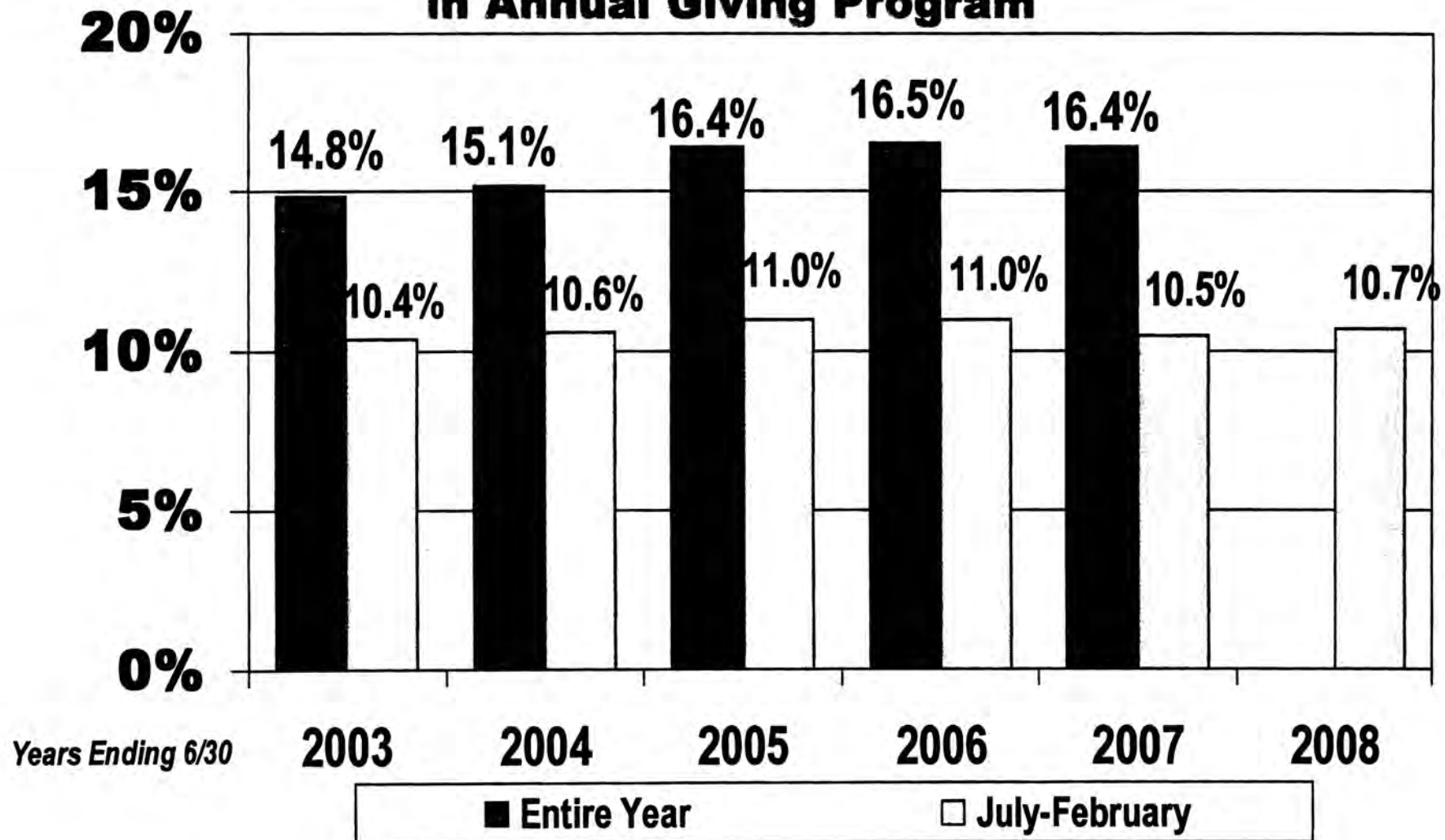


# *A New Century of Spirit*

## **President's Circle Members Donating \$1,000 and more annually**



*A New* Century of Spirit  
**Participation Among Alumni  
 in Annual Giving Program**





Capital Construction Project Status Report

April 24, 2008

Projects Added to List

++ - Main Campus Projects				
Project Name/PM	Scope	Budget	Schedule	Status
Renovate Science Campus - Ph II (BJ)	Project is being addressed in four phases: Phase I: Construct Snell Hall; Phase II: Renovation Science and Technology Building; Phase III: Renovate Thompson Center Wing; Phase IV: Demolish Thompson North Wing	\$33,000,000	Start: 10/05 Complete: 12/10	Ph I: Construction 29% (B) Ph II: Design Complete Ph III: Design Complete
Upgrade Steam Plant Air Quality System (DC)	Installation of new baghouse on coal-fired boilers to meet current Title V particulate matter emission limits.	\$2,680,100	Design Start: 3/08	Design Ph A
Food Court @ PFT (SLF)	Locate a food court facility adjacent to Pearce-Ford Tower. This facility is being built by Student Life Foundation and will be leased to WKU and operated by WKU Restaurant and Catering Group.	\$2,300,000	Start: 1/08 Complete: 8/08	Construction 20%
Replace Field in Houchens/L.T. Smith Football Stadium (DA)	Replace existing football field turf with second generation sports turf; realign field within the new stadium configuration; improve drainage	\$800,000	Design Start: 4/08	Design Ph A
Parking & Street Improvements (DC)	Phases I and II are complete. Phase III: College Hill Lot; Phase IV: Upgrade Parking Lot @ 14 <sup>th</sup> Street and Kentucky Street; Phase V: Streetscape @ College St. & College Heights Blvd.	\$2,195,000	Ph III: Complete 10/07 Ph IV Start: 4/08 Ph V Start: 3/08	Ph III: Construction 99% Ph IV: Construction 5% Ph V: Construction 50% (A)
Renovate Acad-Athletic #2 (DA) (KO) (DC)	Project is being addressed in five phases: Phase I: Waterproofing & Cement Repair; Phase II: Utilities; Phase III: West Grandstand Addition; Phase IV: East Grandstand Renovation, Ph V: Track Relocation	\$49,781,000	Start: 9/05 Completion: PH I: 11/06 PH II: 7/07 PH III: 5/08 PH IV: 9/08 PH V: 4/08	Ph I: Complete Ph II: Complete Ph III: Construction 60% Ph IV: Construction 15% PH V: Construction 90% (A)
Renovate Electrical Distribution - Ph IV (BJ)	Continuation of replacement of underground high voltage distribution system & transformers at Academic Complex	\$2,377,000	Start: 7/06 Complete: 5/08	Construction 90%
Van Meter Hall - Design (KO) (DA)	Design phase of Van Meter Hall Renovation including renovation of auditorium space and improvement of acoustics; structural analysis.	\$1,600,000	Start: TBD Complete: TBD	Design Ph C
Renovate Preston Center - Design (KO) (DA)	Design phase of Preston Health and Activities Center expansion and renovation.	\$1,000,000	Start: 6/06 Complete: TBD	Design Ph C
Energy Savings Performance Contract 2006-2008 (BJ)	This project will evaluate remaining academic buildings for energy conservation improvements.	TBD	TBD	Two Finalists Selected
Academic Complex Renovation (DC)	Renovation of space previously occupied by Health Services for Public Health.	\$599,000	Start: 8/07 Complete: 7/08	Construction 65%

61



## Capital Construction Project Status Report

April 24, 2008

### Projects Added to List

<b>Campus Lighting (BJ)</b>	Replacement of light fixtures across campus to meet campus standard. North and South campus locations are combined for this purpose.	\$1,000,000	Start: 8/07 Complete: 8/08	Construction 45%
<b>Construct Baseball Clubhouse (DA)</b>	This project will construct an 8,000 SQF facility on existing land adjacent to the baseball field. This project will complete all planned improvements for the baseball program. (Private funds.)	\$1,000,000	Design Start: 3/08	Design Phase A
<b>Owensboro Admin Facility (DA)</b>	This project, funded by Daviess County, will construct the first building for the new WKU complex in Owensboro. The building will include classrooms and office space and is planned for completion in Fall 2009.	\$6,000,000	Design Start: 1/08	Design Phase A
<b>Classroom Improvement Projects (NS)</b>	Various 2007 budgeted classroom improvement projects across campus.	\$832,000	Various	'07 Projects scheduled in order of priority – 85% Complete (A)
<b>Classroom Improvement Projects (NS)</b>	Various 2008 budgeted classroom improvement projects across campus.	\$912,508	Various	'08 Projects scheduled in order of priority
<b>Faculty House Improvements (AC)</b>	Interior renovation and restoration of Faculty House.	\$330,000	Start: 8/07 Complete: 4/08	Complete
<b>USDA (BJ)</b>	Construct animal waste research facility on the Ogden Science Campus. WKU will provide a site; design and construction will be fully funded by federal government. To date, more than \$6M has been secured in Federal funding.	\$22,825,000	TBD	Schematic Design EIS Complete
<b>College of Education Replacement Building (BJ)</b>	Replace College of Education/Tate Page Hall.	\$35,000,000	Start: 10/06 Complete: 10/10	Design Phase C: Began Site Preparation 1/08
<b>Main Campus Projects Total</b>		<b>\$164,231,608</b>		

62

### South Campus

Project Name/PM	Scope	Budget	Schedule	Status
<b>South Campus Parking &amp; Dining Improvements (DP)</b>	Addition to South Campus building and add parking.	\$8,550,000	Start: 11/06 Complete: 1/08	Parking Complete Building: Construction 99% (A)
<b>South Campus Interior Renovation (DP)</b>	Auxiliary fit-out of on site bookstore and dining services in the expanded portion of South Campus Parking & Dining Improvements project.	\$600,000	Start: 1/08 Complete: 6/08	Construction 30%
<b>Carroll Knicely Center Renovation (DP)</b>	Phase I: Replace Roof, Phase II: Renovate existing offices, provide warming kitchen, HVAC upgrade, new west side face and possible rotunda.	\$3,500,000	Phase II Start: 1/08	Phase I: Complete Phase II: Design Phase A



Capital Construction Project Status Report

April 24, 2008  
Projects Added to List

			Complete: TBD
<b>South Campus Totals</b>		<b>\$ 12,650,000</b>	
<b>Grand Total All Projects</b>		<b>\$176,881,608</b>	

**LEGEND:**  
**(A) – WITHIN BUDGET**  
**(B) – OVER BUDGET**  
**(C) – AWAITING FUNDING**

**PM LEGEND:**  
**(BJ) - Ben Johnson**  
**(KO) - Kerra Ogden**  
**(DA) - Doug Ault**  
**(DFM) – Facilities Management**  
**(DC) – Dan Chaney**  
**(NS) – Natasha Smith**  
**(DP) - Debbie Pace**  
**(AC) – Alfonso Casana**  
**(SLF) – Student Life Foundation**

63

**Possible Additions to Status Report**

<b>Project Name/PM</b>	<b>Scope</b>	<b>Budget</b>	<b>Schedule</b>	<b>Status</b>
<b>Renovate Van Meter Hall</b>	Agency Bond Approved - Construction	\$18,400,000		See Design Project Status
<b>Renovate Science Campus Phase III</b>	State Bond Contingency Fund List - Construction	\$9,000,000		See Project Status Science Campus Ph II
<b>Expand Preston Center – PH II Construction</b>	Agency Bond Approved - Construction	\$11,500,000		See Design Project Status



Capital Construction Project Status Report

April 24, 2008

**Projects Added to List**

<b>Renovate Ivan Wilson Center Ph I</b>	Agency Bond Approved – Design and Construction	\$9,200,000		Project not in process
<b>Replace Building Ford College Business – Grise Hall Phase I</b>	State Bonds Contingency Fund List - Design	\$5,800,000		Project not in process
<b>Acquire Property and Construct Parking Lots</b>	Agency Bond Approved – Design and Construction	\$4,600,000		Project not in process
<b>Construct Materials Characterization/ICSET Phase II</b>	State Bond Contingency Fund List – Design and Construction	\$4,500,000		Minimal design update in process (\$60,000)
<b>Possible Additions Total</b>		<b>\$63,000,000</b>		