

MINUTES
OF THE BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

October 31, 1997

AGENDA ITEM 1 - Call to Order

Required statutory notice having been given, the fourth quarterly meeting of the Board of Regents of Western Kentucky University was held in the Regents Conference Room of the Wetherby Administration Building on the Western campus. The meeting was called to order at 9:07 a.m., CST, by Ms. Peggy Loafman, Chair.

AGENDA ITEM 2 - Invocation

The invocation was given by Ms. Freida Eggleton, University Registrar

AGENDA ITEM 3 - Roll Call

Ms. Kristen T. Bale
Mr. Keith Coffman
Ms. N. Joy Gramling
Ms. Lois W. Gray
Ms. Sara L. Hulse
Ms. Peggy W. Loafman
Mr. Cornelius A. Martin
Dr. Ray M. Mendel
Mr. Burns E. Mercer

Mr. Fischer and Mr. Gray were absent.

Others present were President Gary A. Ransdell; Interim President Barbara G. Burch; Mrs. Liz Esters, Staff Assistant and Secretary to the Board of Regents; Dr. Charles Anderson, Vice President for Information Technology; Mr. Fred Hensley, Vice President for Institutional Advancement; Dr. Jerry W. Wilder, Vice President for Student Affairs; Ms. Ann Mead, Director, Budget and Information Systems, and Ms. Deborah Wilkins, University Counsel.

AGENDA ITEM 4 - Oath of office for Dr. Gary A. Ransdell

The Constitutional Oath of Office was administered to Dr. Gary A. Ransdell, ninth President of Western Kentucky University by Judge John D. Minton.

President Ransdell stated, "I'm honored and pleased, and I want to thank you, the members of the Board for your confidence; and I want to thank those of you who have communicated so openly and freely with Julie and me these last several weeks. This has

been a special moment in our lives, and John, thank you. I'm really looking forward to getting started, and I couldn't be more pleased, and I'm most optimistic about what together we can accomplish."

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 to members of the Board.

AGENDA ITEM 5 - Recommendation for approval of an amendment to Article III (1) - (4) of the Bylaws of the Board of Regents, to dissolve the present standing committees of the Board and create new standing committees, as described.

Background:

Article III (1) - (4) of the Bylaws of the Board of Regents currently provides for three (3) standing committees, as follows:

Executive Committee: The Executive Committee shall consist of the chairperson, vice chairperson and three other members of the Board of Regents. The Executive Committee shall provide the President with guidance on matters that arise in the interim between regular meetings of the Board of Regents. The Executive Committee may also perform any and all other functions that may be from time to time assigned by a majority vote of the Board of Regents. The chairperson of the Board of Regents shall serve as the chair of the Executive Committee.

Finance Committee: The Finance Committee shall be responsible for reviewing and evaluating, on behalf of the Board of Regents, the biennial budget requests submitted to all appropriate government agencies of the University; the annual operating budget of the University for each fiscal year; adjustments to the annual operating budget from time to time, as required by operations of the University; the allocation of unencumbered fund balances which accrue to the University at the close of each fiscal year; any proposal for construction of academic, administrative or service facilities through the issuance of revenue bonds and all other financial and budget matters which involve the Board of Regents. The Finance Committee shall consist of a minimum of three and a maximum of five members of the Board.

Academics Committee: The Academics Committee shall be responsible for evaluating all recommendations coming to the Board of Regents affecting the academic affairs of the University. The Academics Committee shall consist of a minimum of three and a maximum of five members of the Board.

Chair Peggy Loafman proposes an amendment to Article III (1) - (4) of the Bylaws of the Board of Regents, as it pertains to the current standing committees of the Board, and the duties of those committees. It is proposed that Article III be amended to establish the following committees as the "standing committees" of the Board of Regents:

ARTICLE III

1. **Committees of the Board of Regents.** The standing committees of the Board of Regents shall be the Executive Committee, the Academic and Student Affairs

Committee, the Finance and Budget Committee and the Institutional Advancement Committee. The Board may from time to time establish such other committees as shall be necessary to carry out its duties and responsibilities.

2. **Executive Committee**: The Executive Committee shall consist of the chairperson, vice chairperson and three other members of the Board of Regents. The Executive Committee will provide guidance to the President on matters that arise in the interim between regular meetings, and will also have authority to review, evaluate and provide guidance on issues relating to auditing, athletics, legal, human resources and governmental affairs. The Executive Committee may also perform any and all other functions that may be from time to time assigned by a majority vote of the Board of Regents. The chairperson of the Board of Regents shall serve as the chair of the Executive Committee.
3. **Academic and Student Affairs Committee**: The Academic and Student Affairs Committee shall be responsible for evaluating all recommendations coming to the Board of Regents affecting the academic affairs of the University, including all matters related to intellectual and student life issues. The **Academic and Student Affairs** Committee shall consist of a minimum of three and a maximum of five members of the Board.
4. **Finance and Budget Committee**: This Committee will review, evaluate and provide guidance on financial issues, including the biennial budget requests submitted to governmental agencies, the annual operating budget of the University for each fiscal year, adjustments to the annual operating budget from time to time as required by operations of the University, allocation of unencumbered fund balances, proposals for construction of academic, administrative or service facilities, all other financial and budget matters, including facilities and facilities management. The **Finance and Budget** Committee shall consist of a minimum of three and a maximum of five members of the Board.
5. **Institutional Advancement Committee**: This Committee will review, evaluate, and provide guidance on issues related to fund raising, public relations and other similar advancement matters, including those matters that relate to governmental affairs. The Institutional Advancement Committee shall consist of a minimum of three and a maximum of five members of the Board.

All other provisions of Article III will remain unchanged.

NOTE: Article V of the present Bylaws provides that an amendment to the Bylaws may be proposed by any member of the Board at any meeting of the Board, but may not be acted upon until the next meeting of the Board in January of 1998. Amendments require approval of no less than two-thirds (2/3) of the membership of the Board.

Given the fact that Ms. Loafman submitted this item to the Board for its consideration, she relinquished her role as Chair of the Board during the discussion period. Vice Chair Cornelius Martin acted in that capacity during the discussion. The actual vote on this item will occur at the January meeting.

Mr. Coffman pointed out the omission of “and Student Affairs” in the last sentence in Item 3 which describes the Academic and Student Affairs Committee, and the omission of “and Budget” in the last sentence of Item 4 which describes the Finance and Budget Committee. (**Note:** Corrections have been made above in the minutes.)

A suggested alternative wording for proposed amendments to Article III (1)-(4) of the Bylaws of the Board of Regents was presented by the Faculty Regent upon arrival at the meeting. The alternative would change the description of the Executive Committee and include an elected member of the Board on each committee. A copy is attached to the minutes as **Exhibit A**.

Mr. Mercer made a motion to consider the alternative wording as presented. The motion was seconded by Mr. Coffman.

Following discussion of the recommendation and the alternative wording Parliamentarian Capps pointed out that the Board could only accept the alternative wording at this meeting; the actual vote will come at the next meeting, and wording can be adjusted between now and the next meeting. Mr. Mercer and Mr. Coffman withdrew their motion and second.

AGENDA ITEM 6 - Temporary Committee Structure

Ms. Loafman noted that the following temporary committee structure will apply until such time as the amendments to the Bylaws are approved.

EXECUTIVE COMMITTEE

Ms. Peggy W. Loafman, Chair

Mr. Cornelius A. Martin, Vice Chair

Ms. Kristen T. Bale

Mr. Robert E. Fischer

Mr. Burns E. Mercer

ACADEMICS COMMITTEE

Ms. Kristen T. Bale Chair

Mr. Keith Coffman

Ms. Joy Gramling

Ms. Lois W. Gray

Dr. Raymond M. Mendel

FINANCE COMMITTEE

Mr. Burns E. Mercer, Chair

Mr. Robert Earl Fischer

Mr. C.C. Howard Gray

Ms. Sara L. Hulse

Mr. Cornelius E. Martin

FACILITIES OVERSIGHT COMMITTEE

Mr. Cornelius E. Martin, Chair

Ms. Kristen T. Bale

Ms. Joy Gramling

AGENDA ITEM 7 - Disposition of Minutes

Minutes of the following meetings were presented by Chairman Loafman:

- Facilities Oversight Committee, May 19, 1997
- Special Board Meeting, June 5, 1997
- Executive Committee, July 2, 1997

- Third Quarterly Meeting, July 28, 1997
- Special Board Meeting, August 24, 1997

Copies of the minutes were mailed prior to the meeting. Motion for approval was made by Mr. Mercer, seconded by Ms. Bale, and carried.

AGENDA ITEM 8 - Committee reports

8.1 Executive Committee

8.1.1 - Update on Institutional Review

Dr. James Davis, contact person for the review, reported that Dr. James Fisher and four other team members were on Western's campus from October 5th through the 7th, 1997. The five team members interviewed 236 individuals while they were here-- 222 of these were personal interviews, either on an individual basis or in a group, and the other 14 were telephone interviews.

Among those interviewed were every member of the Board of Regents who was in the country, the Lieutenant Governor of Kentucky, the Speaker of the House, the state senator who represents our district, and thirty other individuals not officially connected with Western--major contributors, business executives, a newspaper editor, attorneys, physicians, and local officials. Of the twenty-four groups who were interviewed, eleven were faculty groups (either full-time, part-time, optional retirees, or fully retired); five were student groups; six were administrators (including the Council of Academic Deans, Academic Department Heads, Directors, Development Officers, and Student Financial Aid, Admissions, and Counseling Services Officers); one was support staff, and one was alumni. Of the 260 individuals who had scheduled interviews, 236 were able to complete them, for a remarkably high 91%.

Dr. Fisher expressed appreciation for both the hospitality the team members received while they were on campus and the organization of the interview process. His final report is scheduled to be sent to Board Chair Peggy Loafman by approximately November 21, 1997.

8.1.2 - Ratification of President's Contract

Board members were mailed a copy of the President's signed contract for review prior to the meeting. In addition, Board members were given an explanation of how the WKU Foundation has previously provided \$12,000 per year for expenses related to the

Presidency. Ms. Loafman will recommend to the WKU Foundation at their meeting later in the day the continuance of this payment which will go into a Foundation account to which applicable expenses will be charged.

Motion to ratify the contract was made by Mr. Mercer, seconded by Ms. Gramling and carried unanimously.

8.2 Finance Committee

Mr. Mercer requested that the Finance Committee be a committee of the whole since schedule conflicts prohibited a separate committee meeting. Items on the agenda follow:

8.2.1 - Recommendation for approval of the 1996-97 Annual Financial Report

Background:

university The financial statements of the university are the responsibility of management. Compliance with laws, regulations, terms and conditions of contracts, and grants is also the responsibility of university management. The establishment and maintenance of an internal control structure are likewise the responsibility of university management. Western Kentucky University employs an external independent auditor to provide to the Board of Regents opinions that the financial statements present fairly the financial position of the university; that the university has complied with applicable laws, regulations, contracts and grants; and that the design and operation of the university's internal control structure are effective.

Baird, Kurtz & Dobson has again completed the audit for Western Kentucky University for the fiscal year ended June 30, 1997. The audit presented by Baird, Kurtz & Dobson to the Board of Regents is a clean audit.

In the management letter presented to the Board of Regents, six recommendations are presented for the Board's consideration. The response from Mr. Tom Harmon, Director of Accounts and Fiscal Services, pertaining to the recommendations follows:

1997 ANNUAL FINANCIAL REPORT MANAGEMENT LETTER RECOMMENDATIONS

1. **Evaluating Perkins Loan Collection Fees:** Several years ago the University analyzed Perkins Loan collection costs to ascertain an appropriate collection fee to charge borrowers. Collection costs have increased and, in the months tested, exceeded collection fees charged by the University. The University should consider revising its collection fees to reflect the increase in collection costs.

Response: We are currently reviewing the collection costs with the Internal Auditor to make a determination if there needs to be a revision of the collection fees charged.

2. **Documenting Equipment Deletions and Additions:** Items capitalized in the investment in plant funds are determined through the use of equipment additions and deletions listings maintained by the equipment manager. To

assist in determining accurate additions and deletions for preparation of the financial statements, additions listings should include the date the item was placed on the listing and deletions listings should include the date of disposal.

Response: The need to clearly document the date of disposal and date of addition of equipment has been discussed with the equipment manager and computer programmer. Steps are now in process to capture that information and include the data in the monthly equipment reports. The plant accountant will use this information in preparing the monthly reconciliation.

3. **FILING FEDERAL REPORTS ON A TIMELY BASIS:** Out of a population of 22 financial reports filed for the research and development programs, a sample of five reports were selected for testing. One of the reports was submitted subsequent to the deadline. The University currently has procedures in place for filing reports on a timely basis. However, due to a limited number of accounting personnel responsible for grant accounting, occasionally reports are not filed timely. The University should consider allocating grant accounting duties to more than one individual, which may require hiring additional personnel, to ensure accuracy and timeliness of reporting responsibilities.

Response: Grants have grown substantially during the past ten years with no increase in personnel. We have allocated some grant responsibilities and plan to allocate other duties as personnel resources will allow.

4. **DOCUMENTING GRANT WORK PERFORMED:** During BKD's testing of allowable costs/cost principles for the research and development program, they noted an individual paid for grant work performed based on the Form 4 document which was completed at the time the employee was hired by the University. Most employees are required to complete time sheets for each payroll period. However, because this employee was hired as a temporary employee and was not eligible for vacation and sick pay, time sheets were not completed. OMB Circular A-21 requires a statement be signed by the project director, at least annually, verifying the work was actually performed. BKD recommends the University implement a policy requiring signed statements be submitted to the human resource's department for those employees not completing periodic time sheets to improve documentation of compliance with OMB Circular A-21.

Response: The Department of Human Resources and the Department of Sponsored Programs will work cooperatively to develop a system to ensure that the time worked by temporary/part-time employees is appropriately documented. This system will be operational by November 1, 1997.

5. **NOTIFYING STUDENTS OF ACADEMIC PROGRESS:** Out of 30 student financial aid files selected for testing of academic progress, one student was not notified of failure to meet academic progress standards after the spring semester because he had not applied for future financial aid. The University should consider notifying all students of failure to meet academic progress requirements regardless of future aid or enrollment status.

Response: The Department's financial aid management system identifies students not making academic progress for financial aid purposes once the student applies for further aid. The Department then notifies the student in a very timely manner. The Department of Academic Advising notifies all students attending Western if they are not making academic progress. It is

felt that notifying a student who has not filed for future aid would be confusing to the student.

6. **ACCOUNTING FOR AND REPORTING OF INVESTMENTS:** The Governmental Accounting Standards Board has recently issued its Statement 31 which will be effective for fiscal year ended June 30, 1998, on a retroactive basis. This statement will require that most of your investments be carried at their fair values and those changes in fair values be included as revenue in our operating statements. Some additional disclosures will also be required. Application of the new pronouncement may result in added financial statement complexity and volatility. To help avoid last minute surprises and implementation problems, the impacts of GASB's 31 on your budgeting, accounting and financial reporting processes should be identified and addressed soon. BKD's professionals are available to assist in problem identification, propose cost-effective and efficient solutions and help with the implementation process.

Response: We are aware of GASB's Statement 31 and its implications to the financial statements. We will continue to study the effect of Statement 31 and discuss necessary changes with the external auditors.

The financial reports were included as separate documents, and copies are filed in the Board's official files.

Mr. Harmon indicated that the audit performed by the accounting firm of Baird, Kurtz & Dobson is a good, clean audit. Two members of that firm were in attendance to provide an overview of the audit and answer any questions that the Board had. Following that presentation, motion for approval was made by Mr. Mercer, seconded by Ms. Gray, and carried unanimously.

Referencing the Management Letter of Recommendation, Item 3, Ms. Bale commented, "We need to increase our grants; we are increasing our grants; I think we should take special notice and follow up on this and make sure that we do have good monitoring and increase that department--that's going to be the lifeblood of our university, so we need to take special notice of that."

8.2.2 - Recommendation for approval of the Educational and General (E & G) Fund Balance Allocations in the amount of \$1,269,000

Background:

The E&G fund balance is a result of the University over realizing its revenues and under expending funds allocated in comparison to budgeted amounts for the year ending June 30, 1997. The total fund balance is \$14,462,334 of which \$1,411,385.55 is available for allocation. The difference between the total and the available for allocation includes the University Reserve, prior Board and institutional commitments, and accounting requirements (see attachment A). The amount of the ending fund balance that is allocated to the University Reserve is \$4,317,000 based on increasing the Reserve level when the E&G operating budget increases. This recommendation leaves \$142,000 in the E&G fund balance that remains available for allocation.

Over the last month, Interim President Barbara Burch and the Executive Officers have met to consider all items being requested to be funded from the fund balance. The original list totaled over \$7.1 million. The highest priorities listed below are being recommended for funding from the E&G fund balance:

Highest priority maintenance projects		\$ 495,000
<i>Underground storage tank removal (EPA UST regulations)</i>	73,500	
<i>Campus road/lot improvements, including sealing/stripping</i>	23,800	
<i>EST chiller repair, equipment failed August 1997</i>	185,000	
<i>Wetherby cooling tower replacement</i>	65,000	
<i>Tate Page replace outside air coils and circulating pumps</i>	35,000	
<i>Cherry Hall classroom repair (roof failure/water damage)</i>	30,000	
<i>Colonnade restoration</i>	20,000	
<i>Tate Page/Academic Complex brick cap/parapet wall repair</i>	45,700	
<i>Fine Arts Center band room emergency light installation</i>	13,500	
<i>EST dilution pit repair</i>	3,500	
Start-up costs for Community College		232,000
Implementation of new Student Information System		322,000
President's Special Grant Fund (to be matched by reallocation from Academic Affairs)		20,000
Capital Campaign		<u>200,000</u>
Total		\$1,269,000

Following an explanation of the recommendation by Ms. Ann Mead, motion for approval was made by Mr. Mercer, seconded by Ms. Hulse, and carried unanimously.

8.2.3 - Recommendation for approval of capital construction projects from the Auxiliary Enterprises Fund Balance Allocations in the amount of \$586,150

Background:

Auxiliary enterprises completed the 1996-97 fiscal year with revenues over expenditures surplus of \$523,789. The auxiliary fund balance, after this entry and reserving \$600,000 as an emergency reserve, has an excess of \$700,896.

In September 1996, the Department of Facilities Management completed a deferred maintenance study of the 20 auxiliary services buildings and determined that \$11,250,400 existed in deferred maintenance. This allocation would apply \$45,350 for needed fire safety related projects, \$497,000 toward identified deferred maintenance projects, and \$43,800 for miscellaneous repairs and equipment.

Various life safety projects (10 residence halls)	\$ 45,350
Expand previously approved but underfunded project for Central Hall cooling tower replacement	44,000
Expand previously approved but underfunded project for Downing Center roof replacement	65,000
Expand previously approved but underfunded project for Gilbert Hall cooling tower replacement	2,000
Boiler replacement at Barnes-Campbell Hall	85,000
Repair water heaters at McLean Hall	11,000
Replace cooling tower at Douglas Keen Hall	65,000
Repair water heaters at Schneider Hall	10,000
Repair and upgrade elevators at Hugh Poland Hall	200,000
Engineering Study for McLean Hall	15,000
Miscellaneous repairs and equipment in apartments	20,000
Miscellaneous repairs and equipment in Downing Center	<u>23,800</u>
Total	\$586,150

Motion to approve the funding of the above-listed capital construction projects from the Auxiliary Reserve was made by Mr. Mercer, seconded by Ms. Bale, and unanimously.

8.2.4 - Recommendation for acceptance of the Quarterly Financial Report including previously approved budget revisions for the first quarter of 1997-98

Background:

Total realized Educational and General (E&G) revenue as a percentage of the budget is very comparable to the 1996-97 first quarter revenue. The tuition revenue appears to be in-line with what was collected during the first quarter of last year. There are some fees which have not been posted.

Expenditures for grants and contracts are down by a small percentage due to a decrease in encumbrances. In addition, private gift scholarships were reclassified from unrestricted to restricted as part of the 1997-98 budget.

Auxiliary Enterprises revenue declined slightly in the first quarter. Food Service revenue for the first quarter will not be realized until the second quarter this year due to a transfer in the food service contract from Marriott to Aramark. Expenditures are slightly higher because bond payments were recorded in the first quarter; whereas, last fiscal year they were posted in the second quarter.

In regard to the revised budget through the First Quarter of 1997-98, the following changes have been made to the budget: tuition and fees decreased by \$400, due to a correction in the way Journalism fees were budgeted, and fund balance allocation increased based on prior Board of Regents approval and accounting requirements. Most of the fund balance allocations were due to closing fiscal year 1996-97 (e.g., carry forward of encumbrances and grants and contracts).

Note: The recommended documents are included in the Board's official files.

Following a review by Tom Harmon, Director of Accounts and Fiscal Services, motion for acceptance of the Quarterly Financial Report was made by Mr. Mercer, seconded by Ms. Bale, and carried unanimously.

8.2.5 -Recommendation for approval of revisions to the Western Kentucky University 1997-98 Combined Budgets, totaling \$803,200, be approved.

Background:

The proposed revisions to the Western Kentucky University 1997-98 Combined Budgets are listed below and then a narrative explaining the revisions follows.

<u>Source</u>	<u>Proposed Revisions</u>
Governmental Appropriations, State	\$761,300
Governmental Grants and Contracts, Federal, College Work Study	41,900
Total	\$803,200
<u>Use</u>	
Additional support for student wages budgets	\$41,900
* Student Information System payments, debt service	120,000
Faculty Research Fellowships and Grants (additional \$41,000 to be provided by reallocation within Academic Affairs)	112,000
Courier service for extended campus operations	36,000
Marketing and recruitment materials for Enrollment Management	20,000
Community College faculty position	38,500
Staff psychologist position (restoration) in the Counseling Center	44,000
Utility rate increase	125,000
Printing cost increase, funding to be allocated to all departments	25,000
Increased funding for academic departments operating funds budgets	58,000
Environmental, Health and Safety improvements (technician position and increase in Office's operating funds)	40,000
Data base analyst position (restoration)	45,000
Available for allocation	97,800
Total	\$803,200
* Three-year commitment	

Western Kentucky University received notification in late June 1997 that its Federal Work Study allotment would be increased effective July 1, 1997. The method for allocating the increased funding has not been discussed;

however, it is the Administration's intent that these funds be used to help maintain key services for the campus for which we are dependent upon student workers. In Educational and General budgets alone, we budget almost \$2.0 million for student employment. It is anticipated that approximately 39 percent of the student employment expenditures will be supported by the Federal College Work Study funding.

The 1997-98 operating budget was developed based on the enacted state appropriation approved by the 1996 General Assembly. Subsequent to the enacted State budget, the 1997 Special Session of the General Assembly, which enacted the Postsecondary Education Improvement Act of 1997, provided higher education institutions with an additional supplemental state appropriation. The supplemental appropriation provided by the state was defended in terms of enrollment growth experienced in higher education for which institutions were not funded by the state. Furthermore, budget cuts and budget reallocations were forced to be made by higher education institutions during this period. Western Kentucky University's supplemental state appropriation totals \$761,300.

In July, the Administration met with the University Budget Committee to discuss draft guidelines, for the allocation of the additional dollars, which it subsequently endorsed. The University Budget Committee discussed varying needs with the need for increased operating funds being of special importance. At its July 28 meeting, the Board of Regents approved the following budget guidelines for allocating the supplemental appropriation:

- Fifty (50) percent of the supplemental appropriation will be designated for continued funding of the Operational Plan; and
- Fifty (50) percent of the supplemental appropriation will be designated to address budget issues that have arisen since the Board adopted its original Budget Guidelines on January 31, 1997. Some of these items are also directly related to Operational Plan as well.

Interim President and the Executive Officers reviewed funding requests which far exceeded the new funds available from the state. The University Budget Committee met in October to review the recommended uses of the supplemental appropriation. The plan for expenditure recommended reflects the recommendation of these deliberations.

The Operational Plan funding recommendations will address the following needs:

- The Western Kentucky University Community College will be opening in January 1998. This recommendation funds an additional Community College faculty position as an initial commitment to staffing the Community College appropriately.
- It was necessary for Western to purchase a new student information system in order to be year 2000 compliant and in order for the institution to have improved student advising and degree audit capabilities. The recommendation is that \$120,000 be allocated for a debt service payment, reflecting the first of three annual payments.
- The Faculty Research Fellowships and Grants have been funded out of fund balance allocations for several years. This recommendation recognizes the importance of faculty research funding and commits recurring funding for its continuation.
- Western is committed to access and improved educational opportunities at its extended campus centers. The recommendation is to allocate funds for

regular and dependable courier service to improve the logistical services especially necessary for distance learning instruction.

- Improved recruitment and retention of students are very visible components of the Operational Plan. In order to be more effective in this key area, we need appropriate marketing and recruitment materials to support enrollment management initiatives and to create a more visible presence in our service area. The recommendation will also restore a full-time staff psychologist position that was eliminated in the early 1990s. Currently, the University Counseling Center has the equivalent of 2.5 full-time staff psychologists, supplemented by 3 interns, for an enrollment of approximately 14,500 students. This is significantly below accrediting and industry standards.

The recommendation for operating budget needs addresses a broad range of items from the unexpected funding needs (i.e., utility rate increase of 5.5 percent) to chronic under funding in selected areas of the university (e.g., academic departments' operating funds budgets and staffing to meet federal and state regulations in Environmental, Health, and Safety). Defraying departmental cost increases associated with the improved printing services (based on earlier commitment made for transitioning into the new printing contract) is a high priority. Additionally, the growing needs for institutional research data relating to academic areas and enrollment management and for statistical support for federal compliance in Affirmative Action justify the need for a data base analyst position.

Motion for approval was made by Mr. Mercer, seconded by Mr. Coffman and carried

unanimously.

8.2.6 - Recommendation for approval of the purchase of property at 330 and 340 East 14th Street, Bowling Green, Kentucky, with the purchase price in the amount of \$92,020.00 being allocated from the University Reserve

Background:

This property consists of two multi-family residences, one of which is presently rented on a month to month basis to four individuals (Total rent: \$795.00 per month). 14th Street is located on one side of the border street that is in the University Master Plan; this property is in a "grey area" (actually a "green area" on the Master Plan map.) The property fronts on 14th Street, is located in close proximity to the campus, and the appraised value for the properties exceeds the purchase price. The anticipated use of the property is for parking, although the property has resale value and is zoned "commercial."

The property was offered for public auction and the University presently holds the bid. However, two other parties have presented an offer to purchase the University's bid, should the Board determine it does not wish to go forward with the purchase. A property acquisition checklist is included for further reference.

Dr. Burch stated that, "This property became available through public auction; normally it is the procedure of the University not to seek those properties; given the transition state the University was in and not being sure what to do about this property which sits in the gray area or green area of the Master Plan, I consulted with as many Board members as I could. We had a three-or-four day time line, and moved forward to make a bid on the property with the intent that the Board would have the option to decide what to

do with it. That option is yours today. There are backup buyers on this property; right now the University holds the bid; it is your choice as to whether or not you want to move forward with it. Most of you know the history on this. There are unquestionably many priority needs on this campus for all kinds of things that are important to our mission. Property acquisition is and continues to be a matter of some uncertainty, and I have talked with President Ransdell about this, and I know that it is his intent for a more comprehensive review of property acquisition and disposition to come forth. I felt this needed to stay on the agenda because, in effect, we went forward with the bid and that bid is now owned by the University. In order for any other persons to be able to purchase the property if you opt not to buy it, the decision to give up that bid needs to be made by this Board. The property and bid that the University holds actually is at about one third less than appraised value on the property. That constitutes an asset of some significance, even if it is an asset as yet unpurchased.”

Mr. Mercer stated, “Dr. Burch did call me about this property before and we did have some discussion about this property, and the discussion was that it might help a critical need on the campus in terms of parking; we thought it was important to go ahead and make the bid at the time; hold the property in effect; and let us decide later whether or not that was, in fact, a good purchase. After subsequent review, it looks like the parking space, indeed, is limited in this particular location; and I don’t think it is a good purchase for the University at this time. I think Dr. Burch made the right decision at the time to go ahead and make the purchase of the property and let us decide later whether or not it suited any of our needs, but personally, I don’t think it’s a good purchase at this particular time for us.”

President Ransdell added, “I have seen the property from the outside, I’ve not been in either of the two units. I would suggest that it would be expensive to bring those buildings down and put a small number of parking places in them. I think we’d end up dealing with--we don’t know if there’s asbestos or anything in them, but it may end up being \$200,000 - \$300,000 a circumstance before all is said and done. I would not recommend buying this particular piece of property. Now, however, if I knew we could buy it today and sell it next week for 30% greater revenue, I would say, let’s do it in a second, but I don’t know that analysis. There will be other pieces of property closer to the

campus that will come to our attention within the Master Plan that we need to have the capacity to be prepared to bid on. I would like to suggest that we, as an administration, take our total property inventory, apply some due diligence, determine which properties in that inventory we do have either a short-or-long term plan for and consummate that plan and determine which among those properties we may not need to keep that we could sell, turn into cash, put that cash into an endowment to create a perpetuity to apply to deferred maintenance needs across the campus and let those assets go to work for us rather sitting and deteriorating. We have some properties that are doing just that; that are deteriorating. We're not doing ourselves or the community a good service by holding a property that is in poor condition that we don't have the assets to improve. I commend Dr. Burch for putting us in a position to make this decision on this particular piece of property; there will be others, both short and long-term; we need that flexibility. I hope we have this same analysis on each option that we have in the future, but before we pursue those options, I would like for us to come back to you with a proper plan and strategy for our current inventory and how we approach such options in the future."

University Counsel Deborah Wilkins advised that the agent who's holding the bid for the University requested that the Board offer a motion to take action releasing the bid to the agent and authorizing the agent to dispose of the property.

Mr. Mercer made a motion, seconded by Ms. Gramling that the Board decline to purchase the property located at 330/340 E. 14th Street, and that the Board further authorize the agent who bid on the property and signed the contract to dispose of the property in his sole discretion. The motion carried unanimously.

8.2.7 - Recommendation that the Board delegate authority to the Administration to implement one of three options for providing health coverage for 1998

Interim President Dr. Barbara Burch recommends to the Western Kentucky University Board of Regents that authority be delegated to the Administration to implement one of the following three options for providing health coverage for 1998 after having evaluated the advantages and disadvantages of each: (1) implement a self-insured health insurance program; (2) implement a fully-insured program outside the Kentucky Health Purchasing Alliance (Alliance); or (3) continue participation in the Alliance. The University is prepared to implement any of the above three options after having reviewed proposals to determine which option is most advantageous to the institution and its employees. As of the date of the preparation of this agenda item, proposals are being received. Our consultant will assist in an evaluation of proposals prior to the Board meeting. A specific recommendation will be presented at that time.

Background:

At the July 28, 1997, Board meeting the Administration presented historical background information was presented by Vice President James Ramsey on the University's health insurance program. This information included a discussion of what led up to the University's decision to participate in the Alliance during 1997 and our concern about the uncertainty of the future. It was further stated that in order to bring about more stability from both cost and coverage standpoints, the University was working with a consultant to investigate the advantages of implementing a self-insured health insurance plan. Since the initial findings were considered favorable, the University requested and received the Board's support for continuing to pursue this option. In addition to considering self-insurance, the Board suggested that Western investigate forming a self-insured partnership with one or more of the other state institutions who have elected self-insurance to benefit from economies of scale.

Following the Board meeting and additional internal discussions, the administration determined that a total of four options should be investigated: (1) implementation of a self-insured program (2) joining other institutions in a self-insured program (3) implementation of a fully-insured program outside the Alliance, and (4) continuing to participate in the Alliance.

Self-insured Program

Since the last Board meeting the University has proceeded with the design of a new self-insured health insurance plan and has distributed a Request for Proposals (RFP) for administrative services and stop loss coverage. As of the date of the preparation of this agenda item, proposals have not been reviewed. A review of proposals is imminent following the official proposal closing date.

Self-insured Partnership Program

At the suggestion of the Board, the University has investigated the possibility of forming a self-insured partnership with other universities that are self-insured. In consultation with our consultant, we have concluded that this option would not be advantageous. While such a

partnership would most likely have some economies of scale, significant economies would not be realized unless the covered population greatly increased. Our consultant has also pointed out that such an arrangement would take away some of the flexibility and control of claims experience that a self-insured approach would predictably provide. In other words, if Western managed its health care program so that claims

were lower than average while others in the partnership did not, Western would be adversely affected. Perhaps the most compelling argument for not pursuing this approach is that Multiple Employer Welfare Associations (MEWAs) are disallowed under state law.

Fully-insured Program

If the University elects not to establish a self-insured health plan or participate in the Alliance, the development of a fully-insured program may be an attractive option. Such a fully-funded program may be offered outside the Alliance provided that plans meet the standardized descriptions prescribed by law. Quotes on a fully-insured program are being solicited in conjunction with proposals for a self-funded program. As indicated above, proposals have not been reviewed as of the preparation date of this agenda item.

Kentucky Health Purchasing Alliance (Alliance)

The 1997 plan year marked Western's first participation in the Alliance. Participation has been generally favorable in terms of cost and coverage options. The University has experienced fairly significant administrative difficulties. Since the long-term status of the Alliance is questionable, considerable uncertainty and confusion are created for University and its employees. However, Alliance participation may be an appropriate option for 1998 and certainly provides a "fall back" plan. The Alliance has provided Western renewal rates for 1998. For the most popular plan designs, single coverage will increase by 7.4 percent while family premiums will increase by 5 percent.

At this point in our analysis, the self-insured plan is the most favored option for providing a preferred plan design and the most cost effective coverage to our employees. This approach would also bring program stability that is desired by the Administration and employees. Feedback received from employees suggests that our health insurance program should not be subject to change each year. Employees have observed that such changes only create more complexity to an issue that is complex by nature.

It is requested that Western Kentucky University administration be delegated the authority to implement the health insurance plan option considered to be in the best interest of employees and the institution.

Mr. Mercer made a motion to delegate authority to the administration to implement one of the three options outlined for providing health coverage for 1998 after evaluating the advantages and disadvantages of each. The motion was seconded by Ms. Hulse and carried unanimously.

8.3 - Facilities Oversight Committee

8.3.1 - Recommendation for approval of a proposal to improve the University's capability to manage and complete capital construction projects

RECOMMENDATION:

Interim President Barbara Burch recommends the approval of the following proposal to expand and improve the University's capability to manage and complete capital construction projects. This proposal includes the creation of an operational unit to manage such projects; amending the Marriott contract to include management of the unit with a guarantee of \$6 million in projects completed annually; and funding provisions for the new unit.

Background:

Capital construction management has historically been the responsibility of the Department of Facilities Management. In recent years, this activity has been staffed by one position, the University Architect, who has been supported by one part-time architect, one full-time draftsman and part-time student support.

The decision to contract with Marriott for management services of our day-to-day maintenance operations in 1995 did not include capital construction and project management services. It was intended that the two functions be separated. A review and analysis of the Department revealed that maintenance operations were not being performed at acceptable levels due to the overlapping of activities and maintenance personnel involvement in capital construction and project management activities. As noted in the attached current organizational diagram, the University Architect reports to the Vice President for Finance and Administration, and, in some instances, the Vice President for Finance and Administration has channeled some responsibilities to the Assistant Vice President for Finance and Administration. Over the past three years, the University Architect has managed and completed approximately \$2 million to \$3 million in capital projects annually.

On July 28, 1997, a recommendation was on the Board of Regents agenda to address the need for capital construction projects management. Following a brief discussion, it was agreed that this item would be revisited by Finance and Administration and submitted for review to the Facilities Oversight Committee prior to the Board of Regents meeting of October 31.

The Needs

- Improve ability to complete projects in a timely fashion.
- Improve the operations within the Department of Facilities Management by clearly defining management's role for maintenance responsibilities and capital construction.
- Improve our access and our relationship with the Department of Facilities Management in Frankfort.
- Provide more appropriate organization and staffing to ensure responsiveness to project management needs.
- Reduce the growing backlog of funded projects.
- Positively impact instruction through improved facilities.

The Backlog

The backlog of funded and unfunded capital construction projects is considerable and will only get worse without corrective actions being taken. As the University identifies funding to meet the deferred maintenance plan requirements, the backlog of incomplete projects will continue to grow without a significant restructuring of Project and Construction Management Services. The current backlog of funded projects number more than 50 with a total estimated value in excess of \$10 million.

The Task

To develop a plan and program that will meet the needs of the campus, ensure quality, budgetary integrity, and complete projects in a timely and efficient manner within the parameters of state guidelines and codes.

The Proposal

As a result of considerable internal review, consideration of possible options, and recommendations from two outside consultants, this proposal calls for:

- Creation of a new operational unit whose sole purpose will be to address all capital construction and internal renovation project needs;
- Amending the current Marriott facilities contract* to include the management of project and capital construction management services;
- Creation of 2.5 to 3.5 new full-time University positions;
- Creation of one to two Marriott positions in the unit and the realignment of the existing Marriott Manager of Renovation and Construction Services to this newly formed functional unit
- Incorporation of existing personnel and positions into this newly formed functional unit; and
- Funding of an additional \$200,527 needed for project management costs.

* The amended contract with Marriott would be for project and capital construction management services for one year, ending December 31, 1998; the University would review the performance of the contract on July 1, 1998, and at that time determine if an extension of the contract would be appropriate.

As illustrated by the recommended organizational diagram, this new unit would report to the Director of Facilities Management and the Assistant Vice President for Finance and Administration and include a total of 7.5 FTEs. Two current University employees and one Marriott employee would be assigned to this PROJECT AND CONSTRUCTION MANAGEMENT SERVICES TEAM with the remaining 4.5 positions to be filled with new personnel. In the prior proposal of July 28, all positions in this unit were to be Marriott. In the current proposal, one new position is a Marriott position, two and one-half will be new University positions and one will be optional. Consistent with the proposed organization table,

the recommended staffing is as follows:

POSITION #	POSITION	RESPONSIBILITIES
1 *(Marriott position)	Assistant Director for Project and Construction Management Services	Communication between administration, the state, campus customers, and work groups, status reporting, approval process, financial projections, liaison with state, scheduling, prioritization, and contractor selection. Vacant position.
2 (Marriott position)	Manager, Renovation and Construction	Manage daily activities of in-house construction and project team. Currently filled by Brendan Bowen.
3 (University position)	Project Manager	Review plans, coordinate efforts, facilitate communication, liaison with maintenance, act as owner representative, serve on design consultant selection committees in Frankfort, assure compliance with specifications, schedule inspections, manage change orders, maintain time line charts, maintain files, inspect work, develop punch list, coordinate occupancy. Vacant position.
4 (University position)	Project Manager	Same role as above, with focus on reduction of the backlog. Vacant position.
5 (University position)	Manager, Technical Support Services	Preliminary programming, basic design functions, develop understanding of project and present options, provide planning and estimation services. Currently filled by Paul Morgan.
6 (University position)	Draftsman	Develop basic drawings based on direction from Manager, Technical Support Services. Currently filled by Steve Newton.
7 (Student[s])	Part-time Draftsman	Develop basic drawings based on direction from Manager, Technical Support Services. Vacant position.
8 (Optional)	Administrative Assistant	Support team's clerical needs, maintain files, process payment approval, customer communication. Vacant position.

* The Assistant Vice President for Finance and Administration will work with the Assistant Director for Project and Construction Services and both will represent the University in communications with the Kentucky Department for Facilities Management in Frankfort.

The decision to make the position of Assistant Director for Project and Construction Management Services a Marriott position, continues our partnership with Marriott for the leadership of the Facilities Management Department. It is our judgment that Marriott can attract and deliver high quality candidates for the University to choose from to fill the Assistant Director position. This partnership will provide corporate resources and support to assist the construction management process. Additionally, Marriott will provide a "managed project volume guarantee" of \$6 million annually.

The Funding

A funding proposal for this recommendation is separated into two categories: 1) first year costs and 2) recurring costs after the first year. To permit an immediate start-up of this unit, it is recommended that the \$200,527 in additional funding for the first year (January 1, 1998 to December 31, 1998), come from previously funded project funds that are in the backlog and selected for deferment to a later date. This would permit an immediate start-up within existing resources, but would not provide funding beyond the first year.

To provide funding beyond the first year, it is recommended that all future projects include a 3.5% project management surcharge that would be applied to both institutional as well as state funded projects. Based upon a projected annual volume of \$6 million in managed projects, a 3.5% surcharge would provide \$210,000 to cover the added recurring costs after the first year. It is anticipated that future fund balance allocations would be

needed to fund the surcharge and project and construction management operational costs.

The recommended organizational chart is outlined on the following page:

Mr. John Osborne, Assistant Vice President for Finance and Administration, summarized the recommendation for the Board and responded to questions from the Board. Ms. Gramling presented the Board with documentation asking consideration of Option C to self operate.

Note: A copy of Ms. Gramling's document was filed in the Board's official files. Ms. Gramling asked the Board to consider Option C which places the Assistant Director as a University employee and, in her opinion, addresses the issue more long term.

Mr. Martin made a motion to approve the recommendation (Option B); the motion was seconded by Ms. Gray and carried with Mr. Coffman voting against.

8.3.2 - Update on air conditioning for the Agriculture Exposition Center

Mr. Martin stated that the Division of Institutional Advancement is currently developing a strategy to pursue private funding for this project. There is a high level of interest in the project; hopefully, within sixty to ninety days, there will be a determination on funding for the project.

AGENDA ITEM 9 - Recommendation to approve personnel changes

RECOMMENDATION:

Interim President Barbara G. Burch recommends that the Board of Regents approve the recommended personnel changes which have transpired since the meeting of the Board on July 28, 1997.

The recommended changes follow on the next 27 pages.

Motion for approval of the recommended personnel changes as made by Mr.

Martin, seconded by Ms. Bale, and carried unanimously.

AGENDA ITEM 10 - Recommended quarterly meeting for 1998

- *First Quarterly Meeting* January 30, 1998
- *Second Quarterly Meeting* April 24, 1998
- *Third Quarterly Meeting* July 31, 1998
- *Fourth Quarterly Meeting* October 30, 1998

Motion for approval of the meeting schedule outlined above was made by Ms.

Bale, seconded by Ms. Gramling and carried unanimously.

AGENDA ITEM 11 - President's Report

Interim President Burch reported:

- ▶ The higher education Trusteeship Conference is scheduled for September 13-14.
- ▶ Capital construction requests have been submitted to Frankfort; Dr. Burch made a presentation at the October meeting of the Council putting forth both the \$18.5 building as well as a fairly substantial presentation relative to Glasgow. The Council will vote on November 3 on the recommendations that will go forward to the January legislative session. Indications are the \$18.5 building will go on the list. Only one building per campus will be submitted on this list. The Governor's priority for sites that are off campus will be revisited in December.
- ▶ Board members were given a copy of the Banks Report, which is about the deferred maintenance situation in the State and mentions the Glasgow Campus. The report clearly says that renovating the old facility is not in the best interest. Western has \$27 million in deferred maintenance on our list. At the last meeting of the presidents, the expectation was that project funding would require a one-to-one match. The new agenda suggests a two-to-one match; and instead of \$50 million for state-wide deferred maintenance which would be matched dollar for dollar, the current recommendation for a \$25 million pool with the universities matching two dollars to get one dollar which would give Western approximately \$2.1 million which is half of what we anticipated to get out of a \$50 million pool. There will be a vigorous effort to turn this around.
- ▶ Programs of Distinction - Information will be forthcoming at the Board Retreat about work underway in this area.
- ▶ Tuition will be addressed again on Monday at the CPE meeting. Current considerations call for the regular formula to apply which would higher increase tuition than some of the others.
- ▶ Commonwealth Virtual University monies are in that budget. Dr. Charles Anderson has been in a leadership position in this area. Some monies will likely come to the campus to assist us get involved and expand our activities in this area.
- ▶ A pool of money will be available to assist the regional universities in the off-campus sites. It is hoped that Glasgow and Elizabethtown will be included in this consideration.

- ▶ Athletic Review - Bids received on this were beyond what seemed reasonable and were narrower in scope than what the University requested; therefore, Dr. Burch worked with NCAA and AASCU and located Dr. Fred Obear, formerly Chancellor at UT-Martin and currently with AASCU. Dr. Obear has done a number of reviews and he will assist Western in facilitating, leading, and writing the report. He will be doing it with a comprehensive plan of engaging the various communities and constituencies. He will be providing interim report; the full study will be completed by the end of February or the first week in March. The report will cost approximately \$12,000.

AGENDA ITEM 12 - Other Business

12.1 Resolution pertaining to University Boulevard Crosswalk

Mr. Coffman made a motion for approval of the following resolution which was seconded by Ms. Bale, and carried unanimously.

RESOLUTION

WHEREAS, the University is committed, to the best of its capabilities, to creating and maintaining a safe environment for our students; and

WHEREAS, six students have been injured crossing University Boulevard since 1992, including two students in 1997; and

WHEREAS, University Boulevard is a state highway, owned and controlled by the Department of Highways of the Commonwealth of Kentucky, and, as such, the University is limited in the actions it may take regarding University Boulevard; and

WHEREAS, University Boulevard is, however, utilized by members of the general public, including many students, employees and visitors of the University; and

WHEREAS, the safety of those utilizing university boulevard is of primary concern to the Board of Regents; Therefore be it

RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 31, 1997, does hereby authorize President Gary A. Ransdell to communicate the concerns expressed by the Board to the appropriate officials of the Commonwealth of Kentucky, to cooperate as necessary with those officials to address safety concerns relating to University Boulevard, and to explore with those officials the construction and implementation of a pedestrian overpass by the Commonwealth of Kentucky.

Ordered at Bowling Green, Kentucky, this the 31st day of October, in the year of our Lord, one thousand, nine hundred and ninety-seven.

12.2 Resolutions of appreciation for Mr. Fred N. Mudge and Mr. Raymond B. Preston

Ms. Bale made a motion to approve the resolutions which follow for Mr. Mudge and Mr. Preston. The motion was seconded by Mr. Martin and carried unanimously.

RESOLUTION

WHEREAS, Mr. Fred N. Mudge, Louisville, Kentucky, has served as a member of the Board of Regents of Western Kentucky University from July 1, 1992, to August 18, 1997; and

WHEREAS, Mr. Mudge served as Vice Chair of the Board during his tenure; and

WHEREAS, his term of office was characterized by able leadership, faithful service, and dedication to his responsibilities; and

WHEREAS, his loyal service and leadership have made significant and lasting contributions to the University; and

WHEREAS, such leadership and dedicated efforts are deserving of special recognition; Therefore, be it

RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 31, 1997, does hereby express its appreciation to Mr. Fred N. Mudge for his contributions and extends best personal wishes for his continued success in all his endeavors; be it

FURTHER RESOLVED, that this resolution be spread upon the minutes and that a copy thereof be presented to Mr. Mudge as an expression of the esteem in which he is held by the members of the Board.

Ordered at Bowling Green, Kentucky, this thirty-first day of October in the year of our Lord one thousand nine hundred and ninety seven.

Peggy W. Loafman
Chair
Board of Regents

Barbara G. Burch
Interim President
Western Kentucky University

RESOLUTION

WHEREAS, Mr. Raymond B. Preston, Henderson, Kentucky, has served as a member of the Board of Regents of Western Kentucky University from July 1, 1992, to August 18, 1997; and

WHEREAS, his term of office was characterized by able leadership, faithful service, and dedication to his responsibilities; and

WHEREAS, his loyal service and leadership have made significant and lasting contributions to the University; and

WHEREAS, Mr. Preston has given unselfishly of his time, energies, and resources to make Western Kentucky University better; and

WHEREAS, such leadership and dedicated efforts are deserving of special recognition; Therefore, be it

RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 31, 1997, does hereby express its appreciation to Mr. Raymond B. Preston for his contributions and extends best personal wishes for his good health and continued success in all his endeavors; be it

FURTHER RESOLVED, that this resolution be spread upon the minutes and that a copy thereof be presented to Mr. Preston as an expression of the esteem in which he is held by the members of the Board.

in Ordered at Bowling Green, Kentucky, this thirty-first day of October the year of our Lord one thousand nine hundred and ninety seven.

Peggy W. Loafman
Chair
Board of Regents

Barbara G. Burch
Interim President
Western Kentucky University

12.3 - Resolution of appreciation for faculty and staff who have achieved “million-dollar” status in grant and contract awards over the last five years

Ms. Bale moved approval of the following resolution. The motion was seconded by Mr. Martin and carried unanimously.

Information:

Grant and contract awards are an important factor in advancing our institutional mission. Needs of the research and service accomplishments of faculty and departments in the university would not be possible without these awards. Through these awards, opportunities for student involvement in research are increased and teaching quality is enhanced.

Over the past five years \$55,937,470 have been awarded at WKU for sponsored research; \$46,387,104 have been awarded to just 24 different programs, 16 of these award recipients have been awarded more than

one million in cumulative awards over the past five years for a total of \$36,262,470 or 64.8% of all grants received. Twelve of the same 16 programs generated \$1,653,706 in indirect dollars which were returned to the university, which was 62.5% of all indirect

costs received during the past five years . Fifteen of these programs and individuals responsible for them are still in the University.

Individuals responsible for service these grants are making significant contribution to advancing the research, teaching service goals of the university and are providing additional resources to advance institutional mission. They are:

- Colleen Mendel Director, Training and Technical Assistance Services
- David Wilkinson Director, Educational Telecommunication
- Richard Hackney Professor, Department of Physics and Astronomy
- Kenneth Mussnug Assistant Professor, Department of Industrial Technology
- David Dunn Head, Department of Public Health
- Vickie Stayton Head, School of Integrated Studies in Teacher Education
- George Vourvopoulos Professor, Department of Physics and Astronomy
- Teresa Ward Director, Educational Talent Search
- Charles McGruder Head, Department of Physics and Astronomy
- Charlene Manco Director, Training Projects
- Linda Gaines Director, Upward Bound
- Judith Owen Director, Career Services Center
- Kenneth Dyrsen Director, Student Support Services
- Randy Wilson Director, Veterans Upward Bound
- John Vokurka Professor, School of Integrated Studies in Teacher Education

12.4 - Resolution of appreciation for Dr. Gary Cox

Mr. Mercer introduced the following resolution and moved its approval. The motion was seconded by Ms. Bale and carried unanimously.

RESOLUTION

WHEREAS, Gary A. Cox served as Executive Director of the Kentucky Council on Higher Education for ten years; and

WHEREAS, he formerly served higher education as a faculty member and administrator at Morehead State University and Kentucky State University; and

WHEREAS, his efforts on behalf of higher education are appreciated and recognized by this Board; and

WHEREAS, he is assuming new challenges as President of the Association of Independent Colleges and Universities; Therefore

BE IT RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 31, 1997, does hereby express its appreciation to Dr. Gary A. Cox for his service to higher education in the Commonwealth and extends best personal wishes for continued success in all his endeavors.

Ordered at Bowling Green, Kentucky, this thirty-first day of October in the year of our Lord one thousand nine hundred and ninety-seven.

Peggy W. Loafman
Chair

Barbara G. Burch
Interim President

12.5 Resolution of appreciation for Interim President Barbara Burch

Ms. Loafman read and presented the following resolution to Dr. Barbara Burch

for her service as Interim President of Western Kentucky University. The motion, seconded

by Mr. Martin, carried unanimously. In addition to the framed resolution, Dr. Burch

was presented a gift from the Board of Regents.

RESOLUTION

WHEREAS, Dr. Barbara G. Burch has served as Interim President of Western Kentucky University from May 1, 1997, to November 7, 1997; and

WHEREAS, during this period, Dr. Burch has continued to serve as the Vice President for Academic Affairs; and

WHEREAS, she has provided able leadership, faithful service, and dedication to these responsibilities; and

WHEREAS, her service and leadership have made significant and lasting contributions to the University; and

WHEREAS, such leadership and dedicated efforts are deserving of special recognition; Therefore, be it

RESOLVED, that the Board of Regents of Western Kentucky University in a meeting on October 31, 1997, does hereby express its appreciation to Dr. Barbara G. Burch for her contributions and extends best personal wishes for continued success in all her endeavors; be it

FURTHER RESOLVED, that this resolution be spread upon the minutes and that a copy thereof be presented to Dr. Burch as an expression of appreciation for service to this University.

Ordered at Bowling Green, Kentucky, this thirty-first day of October in the year of our Lord one thousand nine hundred and ninety seven.

Peggy W. Loafman, Chair
Board of Regents

President Ransdell added the following comment: “Barbara and I have talked, obviously, in recent weeks, and she has really taken the lead for this University and commanded respect among the other Presidents and done a marvelous job working with the new Council on Postsecondary Education and with the Conference of Presidents.”

With no further business to come before the Board, motion for adjournment was made by Mr. Mercer and seconded by Ms. Bale. The meeting adjourned at approximately 11:35 a.m.

