

MINUTES
OF THE BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

October 30, 1998

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 at The National City Bank in Louisville, Kentucky. The meeting was called to order at approximately 1:05 p.m., CST, by Mr. Cornelius A. Martin, Chair.

AGENDA ITEM 2 - Invocation

The invocation was given by Mr. Barkley Payne, a Western graduate who is the Executive Director, Operation Brightside in Louisville.

AGENDA ITEM 3 - Roll Call

The following Board members were in attendance:

Ms. Kristen Bale
Ms. Stephanie L. Cosby
Mr. Earl Fischer
Ms. N. Joy Gramling
Ms. Lois W. Gray
Ms. Sara L. Hulse
Ms. Peggy W. Loafman
Mr. Cornelius A. Martin
Dr. Raymond Mendel
Mr. Ronald G. Sheffer
Mr. James B. Tennill, Jr.

Others present were President Gary A. Ransdell; Dr. Barbara G. Burch; Provost and Vice President for Academic Affairs; Mrs. Liz Esters, Staff Assistant and Secretary to the Board of Regents; Dr. Charles Anderson, Vice President for Information Technology; Mr. Fred Hensley, Executive Assistant to the President for Public Affairs and Governmental Relations; Mr. John Osborne, Assistant Vice President for Student Affairs; Mr. Lewis Mills, Athletics Director; Dr. Jerry W. Wilder, Vice President for Student Affairs; Ms. Ann Mead, Chief Financial Officer; and Ms. Deborah Wilkins, General Counsel.

Chairman Martin recognized Student Regent Stephanie Cosby for her selection as

Homecoming Queen for 1998.

**AGENDA ITEM 4 -Disposition of minutes of the July 31, 1998, meeting
and the special meeting of September 25, 1998**

The minutes were mailed prior to the meeting and were presented by Chair Martin. Motion for approval was made by Mr. Fischer, seconded by Ms. Bale, and carried unanimously.

AGENDA ITEM 5 - Committee reports:

5.1 Executive Committee, Ms. Peggy Loafman, Chair

An update on self insurance was presented by Ms. Wilkins, General Counsel. She reported that the Executive Committee on October 2 approved Medical Benefits Administrators as the university's third-party administrator under the new self insurance plan, effective January 1, 1999. Western's maximum financial exposure for 1999 will be \$3.9 million; under the worse case scenario, the exposure would only increase to \$4.4 million in 2000. Costs were based on enrollment assumptions. Premiums have been set in accordance with the Board's directives to minimize the magnitude of subsequent premium increases over the years and to insure that the reserve fund is maintained at an adequate level. Open enrollment is planned for the week of November 16; based on the estimates of what employees will enroll in, 35% of employees will have no out-of-pocket costs (the University makes a contribution towards), and 45% will realize a reduction in premiums, assuming they choose the same type plans they currently have. If the Board had not elected to go self insured, employees would have realized a 26 % across-the-board increase in premium.

5.2 Academic & Student Affairs Committee, Ms. Lois Gray, Chair

5.2.1 Focus on International Education Programs

Ms. Gray asked Dr. John Petersen, Director of International Programs, for an update on international education. Highlights of that presentation are reflected in the following Executive Summary and Update:

INTERNATIONAL ACTIVITIES AT WESTERN KENTUCKY UNIVERSITY

AN EXECUTIVE SUMMARY AND UPDATE

The necessity of strengthening the international dimension of Western's programs and activities has been frequently recognized in recent years. For example, the

University's Strategic Plan, "Challenging the Spirit", adopted by the Board of Regents in 1998, includes as a prominent goal "producing nationally and globally competitive graduates". Achievement of that important goal will require a sustained, university-wide effort that will include, among other things, faculty and curriculum development, expanded student participation in international learning experiences, further cross-national and cross-cultural diversification of the student body, and the broadening and deepening of international, inter-university linkages.

Current programs and activities designed to internationalize Western.

-Through the Cooperative Center for Study Abroad (CCSA) consortium, Western offers study opportunities in England, Scotland, Ireland, Australia, Canada, South Africa, and New Zealand. During the past year, 51 Western students participated in CCSA programs.

-Through the Kentucky Institute for International Studies (KIIS) consortium, Western offers study opportunities in Germany, France, Italy, Spain, Austria, Mexico, Ecuador, and China. During the past year, 29 Western students participated in KIIS programs.

-Through individual inter-university agreements, Western offers students and faculty study, teaching, and research opportunities in Russia, Austria, Belize, China, Mexico, Canada, and Japan. During the past year we had students in Russia, Austria, Belize, Mexico, and India..

-Western faculty who taught abroad during the last year include, Dr. Richard Shannon, Department of Economics and Marketing, in Canada; Dr. James Baker, Department of History, in England; Dr. David Keeling, Department of Geography and Geology, in Ecuador; Dr. Patricia Taylor, Department of English, in (Cambridge) England; Dr. Douglas Fugate. Department of Economics and Marketing, in China; Dr. Melissa Stewart, Department of Modern Languages, in Spain; Dr. Laura Jackson, Department of Modern Languages, in Austria; Dr. Wei-Ping Pan and Dr. Charles Lee, Department of Chemistry, in China.

-During the last academic year, 158 international students were enrolled at Western, representing 45 countries and accounting for nearly \$900,000 in tuition. Western is planning to establish an intensive English program to help attract and enroll more international students.

-A General Education Task Force is at work and is considering expanded foreign language and international/intercultural requirements for undergraduates. There is an upward trend in foreign language course enrollments. Western now offers courses in Spanish, French, German, Japanese, Chinese, Italian, Russian, and Hebrew.

-In 1998, Western became the home of a unique Canadian Parliament summer internship program based in Ottawa. Dr. James Baker, Department of History, directs the program.

-A minor in International Business was recently approved by the Academic Council and is scheduled for implementation in Fall 1999.

-The Visiting Scholar Program and the Ogden/China Exchange Program at Western were active, with 19 foreign faculty members spending between a semester and a year in residence here.

-Through the Center for Gifted Studies, Dr. Julia Roberts, School of Integrative Studies in Teacher Education, offered an April study program in England for students in grades 8-12.

-Through the College of Business Administration, Western has joined with the Autonomous University of Queretaro (Mexico), the Autonomous University of

Guadalajara (Mexico), the University of Ottawa (Canada), the University of Sherbrooke (Canada), and Western Illinois University in a tri-lateral student and faculty exchange program funded by a grant from the Fund for the Improvement of Postsecondary Education (FIPSE).

-Western has received a grant from the U.S. Department of Education through the Business and International Education Program to support the strengthening of the international business curriculum here. Mr. William Parsons, Visiting Business Executive in Residence is the director of the project.

-A delegation of Western faculty from the College of Education and Behavioral Science went to Russia in May to present papers at an international conference and to work with colleagues at Rostov State Pedagogical University.

-As a result of a recent visit to China by Dean Robert Jefferson of the College of Business Administration and Dr. John Petermen of International Programs, Western established new cooperative linkages in the field of business administration with Beijing Polytechnic University and the Geely Group Academy of Economic Management.

-On-campus students are offered the opportunity to minor in Latin American Studies, Asian Studies, Russian-East European Studies, and African-American Studies, or to pursue certificates in Canadian Studies or Middle East Studies. Relatively few students are now seeking these minors/certificates, but the University can offer them at virtually no cost and interest may grow in the future.

-Western continues to cooperate with other Kentucky colleges and universities in advancing international education including through the Kentucky Council on International Education, the Kentucky Canadian Studies Round table, and the two study abroad consortia.

-Following the recommendations in a report submitted last year by the Task Force on Internationalizing Western, a specific strategic plan for the international programs area is being developed and will be implemented over the next five years.

5.2.2. Update on Glasgow and Elizabethtown Regional Postsecondary Education Centers

Provost Barbara Burch provided an informational program update on the Glasgow and Elizabethtown Postsecondary Education Centers. A written copy of the update was included in the Board's material, and a copy is filed in the Board's official records.

Dr. Ransdell stated, "Working these agreements out in both Glasgow and Elizabethtown won us some friends with KCTCS and with the Council on Postsecondary Education in the manner in which we worked with KCTCS to negotiate these two facilities, and how we're both positioned in them and how our respective needs are being met. As you will recall, there are five regional centers appropriated in the last legislative session, and the other three are still in debate, and it's a bit of a struggle. I'm very pleased with how this has worked out in a very smooth and productive manner; and consequently, KCTCS is partnering with us on some emerging initiatives that I'm really excited about."

Ms. Bale, Glasgow regent, complimented Dr. Ransdell for the manner in which he has worked with KCTCS. From feedback she has received, everything is very positive; people are working well together and everything is moving forward. Ms. Gray noted that the fact that the Elizabethtown facility will carry the Western Kentucky University name has created much excitement.

5.3 Finance and Budget Committee, Mr. Earl Fischer, Chair

5.3.1 Recommendation that the Board of Regents accept the Quarterly Financial Report which includes previously approved budget revisions for the first quarter of 1998-99.

Background:

Total realized Educational and General (E&G) revenue as a percentage of the budget is comparable to the 1997-98 first quarter revenue. The tuition revenue appears to be in line with what was collected during the first quarter of last year. There is still revenue that has not been collected. The category *Other* under E&G revenue has declined due to workshops. In 1997-98 workshop balances were considered as deferred revenue. A change was made in 1998-99 to process workshops as a carry forward through the fund balance.

The grants and contracts revenue and expenditure budgets for 1998-99 increased; therefore, the percentage of revised budget is lower than the first quarter of 1997-98.

Auxiliary Enterprises expenditures declined slightly in the first quarter. This decline was due to bond payments which were recorded in the first quarter of 1997-98 and will be posted in the second quarter of 1998-99.

The increase in the revised budget for the first quarter of 1998-99 was due to fund balance allocations based on prior Board of Regents' approval and accounting requirements. Most of the fund balance allocations were due to closing fiscal year 1997-98 (e.g., carry forward of encumbrances and grants and contracts).

Ms. Mead provided an update on the Quarterly Financial Report, and Mr. Fischer moved acceptance by the Board. The motion was seconded by Mr. Sheffer and carried unanimously.

5.3.2 Recommendation that the Board of Regents approve revisions to the Western Kentucky University 1998-99 Combined Budgets totaling \$121,000.

Background:

The proposed revisions to the Western Kentucky University 1998-99 Combined Budgets are listed below and a narrative explaining the revisions follows:

| <u>Source</u> | <u>Proposed Revisions</u> |
|---|---------------------------|
| Governmental, Grants and Contracts, Federal | \$ 46,000 |
| Other Sources | <u>75,000</u> |
| Total | \$121,000 |
| | |
| <u>Use</u> | |
| America Reads, College Work Study | \$ 46,000 |
| Office of Special Events | <u>75,000</u> |
| Total | \$121,000 |

The budget revision for \$46,000 is for the College Work Study Program. Funding is being received for our participation in the America Reads program which offers off-campus job opportunities to students. The program was funded for six months and we have now been awarded additional funding to fund the program for a full year. The Special Events budget revision is based on events the University schedules for use of facilities for off-campus organizations. The revenue offsets the costs of the events and allows the University to sponsor more non-revenue generating events. Events coordinated by the Office of Special Events include the Kiwanis Club fireworks show, Drums on the Hill, and the 10K Run. Having these events on campus has the added benefit of being a marketing tool for the University. Funding will not be spent unless actually received.

This recommendation was reviewed and approved by the Finance and Budget Committee on September 25, 1998. Following a review of the recommendation by Ms. Mead, Mr. Fischer moved its approval. The motion was seconded by Ms. Gray and carried unanimously.

5.3.3 Recommendation for approval of Educational and General (E&G) fund balance allocations totaling \$1,049,000 and Auxiliary Enterprises fund balance allocations totaling \$162,200.

Background:

Changes in fund balances primarily are the result of over realizing revenue in comparison to the budgeted revenue and under expending funds in comparison to budgeted amounts. The total fund balances, as of June 30, 1998, were \$13,569,752 and \$2,438,770 for E&G and Auxiliary Enterprises, respectively. The annual financial report shows these numbers combined on the balance sheet as the University's unrestricted fund balance. We separate the amounts in recognition that the auxiliary programs are 100 percent self-supporting and that all of their fund balances are returned for the enhancement of the auxiliary operations.

The undesignated fund balances available for allocation were \$1,049,194.11 and \$229,845.95 for E&G and Auxiliary Enterprises, respectively. The difference between the total fund balances and the undesignated fund balances is attributed to the fund balance reserves, prior Board of Regents and institutional commitments, and accounting requirements. Consistent with past Board action, the E&G reserve is being maintained at \$3,500,000. It is proposed that Auxiliary Enterprises hold a reserve of \$500,000. Attachment A details these obligations and the amount of funds available for allocation. Attachment B lists the proposed allocations from undesignated fund balances. The Educational and

General allocations recommended address many of the significant needs across the campus.

In regard to auxiliary projects being recommended, the Board of Regents previously approved \$155,500 for a roof replacement for Florence Schneider Hall. After bidding the project, however, an additional \$77,200 is needed to award the contract to the lowest bidder. Also, the boiler in Douglas Keen Hall is 30 years old and has exceeded its life cycle. This allocation will replace the boiler. A balance of \$67,646 remains available for allocation and expenditure plans for these funds will be submitted at a future Board of Regents meeting.

ATTACHMENT A

FUND BALANCE ALLOCATIONS BY CATEGORY

| | <u>E&G</u> | <u>AUXILIARY</u> |
|---|-----------------------|-------------------------|
| Fund Balance at Year End 6-30-9 | 13,569,752.00 | 2,438,770.00 |
| I. ACCOUNTING REQUIREMENTS | 2,209,958.89 | 1,153,758.12 |
| (e.g., encumbrances, accrued vacation, change fund, inventory, grants & contracts cost share) | | |
| II. RESERVE | 3,500,000.00 | 500,000.00 |
| III. PREVIOUSLY APPROVED BOR COMMITMENTS | | |
| A. Capital Projects (including campus improvements) | 2,971,987.58 | 555,165.93 |
| B. Operating Funds (Carry Forward) | 188,198.90 | 0.00 |
| IV. INSTITUTIONAL COMMITMENTS | | |
| Student Health Service Reserve | 172,737.80 | |
| Facilities and Administrative Cost Recovery on Grants | 547,361.60 | |
| Academic Affairs, Grants Incentive | 43,598.00 | |
| Academic Affairs Unit Productivity Awards (Carry Forward) | 79,866.81 | |
| University Library Book Orders (Prior to 6-30-98) | 37,384.00 | |
| Faculty House Rent (Carry Forward) | 1,086.18 | |
| Faculty/Graduate Research/Dev. Accounts (Carry Forward) | 133,762.87 | |
| Academic Affairs Special Grant Accounts (Carry Forward) | 5,907.47 | |
| Academic Excellence Fund Account (Carry Forward) | 4,659.26 | |
| Balances in Revenue-Dependent Programs | 1,203,354.97 | |
| Jim Wayne Miller Collection Funding (Carry Forward) | 40,000.00 | |
| Community College Equipment (Carry Forward) | 6,753.53 | |
| NAGPRA, 3rd Year | 4,787.95 | |
| Faculty Computers, Lease Payments on Current Computers | 86,306.11 | |
| Instructional Technology Grants (Carry Forward) | 26,814.40 | |
| SIS Implementation (Carry Forward) | 191,315.88 | |
| Administrative Computing (Carry Forward) | 666.56 | |
| Student Technology Fee (Carry Forward) | 3,480.00 | |
| Title IX Compliance (Carry Forward for Constr/Operating) | 1,021,866.13 | |
| Student Government Association (Sign 15th St.) | 1,000.00 | |
| Parking and Traffic Improvements (Parking Revenue) | 37,703.00 | |
| Total | 3,650,412.52 | |
| Undesignated Fund Balance Available for Allocation | \$1,049,194.11 | \$229,845.95 |

ATTACHMENT B

PROPOSED FUND BALANCE ALLOCATIONS

Priority

E&G

| | |
|--|--------------------|
| Minority Students Support Services, Gift Match | \$10,000 |
| Processing Natcher Collection, Phase I | 30,000 |
| Academic Affairs, Capital Needs | 136,000 |
| Sponsored Programs, Cash Match on Grants | 77,000 |
| Two (2) "Smart" Classrooms | 35,000 |
| Admissions Van for Campus Visits (Lease Purchase) | 15,000 |
| Banner 2000 Financial and Human Resources Systems (Lease Purchase)* | 63,000 |
| Track, Final Surface for NCAA Competitions 200,000 | |
| Shipping & Receiving Delivery Truck | 23,000 |
| Office of Development | 200,000 |
| Digital Photographic System (University Relations/Photojournalism) | 60,000 |
| Property Acquisitions (Plan Implementation) | 200,000 |
| Total | \$1,049,000 |

AUXILIARY

Priority

| | |
|---|------------------|
| Boiler, Keene Hall | \$85,000 |
| Schneider Hall Roof, Additional funding | 77,200 |
| Total | \$162,200 |

Mr. Fischer presented the fund balance allocation recommendation noting that it was approved by the Finance and Budget Committee on September 25 and pointing out the fact that the E & G Reserve is still being maintained at \$3.5 million, and the Auxiliary Enterprises Reserve remains at \$500,000.

Mr. Fischer moved approval of the recommended fund balance allocations; the motion was seconded by Ms. Loafman and carried unanimously.

5.4 Institutional Advancement Committee, Ms. Peggy W. Loafman, Chair

Informational material was provided in the Board agenda, and Ms. Loafman reviewed the following:

- A pledge of **\$500,000 from James L. "Bud" Layne** of Glasgow to create an endowed professorship in the Department of Engineering Technology. WKU is among the first universities to take advantage of the Regional University Excellence Trust Fund, which was created with the passage of the Postsecondary Education Improvement Act of 1997. The gift will be matched by the state to create the \$1 million endowment.
- Announcement of a **long-term commitment of more than \$2.6** which will allow Western Kentucky University to establish four programs within the Bowling Green College of Business Administration. This is the largest gift the business college has received. This gift is from an anonymous donor and will be used to create a scholars program, a professor of entrepreneurship, a faculty scholar mentor and a recognition award for entrepreneurial and creative faculty leadership activities.
- Tom Hiles gave an update on the Planning Survey and indicated that after only three weeks into the planning survey, there has been a nearly 40 % return rate on the survey.
- Mr. Hiles provided the Board with charts that reflect the WKU Foundation Combined Investment Growth; the WKU Foundation Total Net Assets; and

Fund Raising Results by Objective and Source.

- Mr. Hiles also reported on efforts to recruit a Fund-Raising Cabinet that will help identify and solicit leadership gifts. The first meeting of this group is planned for January.

AGENDA ITEM 6 - Recommendation for approval of the recommended personnel changes which have transpired since the meeting of the Board on July 31, 1998

The recommended personnel actions are contained in the next 8 pages.

Chair Martin presented the personnel recommendations as outlined on pages 22-29 of the agenda packet. Following a discussion of the net effect of the recommended actions, it was suggested that in the future it might be helpful to identify new or deleted positions. Motion for approval was made by Ms. Loafman, seconded by Ms. Bale, and carried unanimously. The personnel actions were presented in a new format by President Ransdell.

Mr. Fischer made a motion *that the Board go into closed session for a discussion which might lead to the appointment, discipline or dismissal of an individual employee, as provided under KRS 61.810(1)(f). The nature of the business to be discussed is a confidential personnel matter pertaining to an individual employee and the reason for the closed session is the privacy considerations with respect to the individual employee.* The motion was seconded by Mr. Sheffer and carried unanimously.

Following a break, the Board accompanied by President Ransdell, Ms. Esters, Ms. Wilkins, and Dr. Burch went into closed session at 2:40 p.m. All persons except the Board were excused from the closed session at approximately 3:45 p.m.

The Board returned from closed session at approximately 4:10 p.m. Chair Martin stated, "The subject of the discussions and deliberations during closed session were restricted to those in the motion and no formal action was taken by the Board in closed session."

AGENDA ITEM 7 - Recommendation for approval of the purchase of property at 1428 Adams Street*

Background:

This property was bequeathed to the Potter Children's Home, and is located adjacent to other University owned property on Adams Street. The property appraised for and was offered for sale to the University for the sum of \$28,000.00. The Board approved the partial gift and purchase of properties located at 1441, 1445, 1447 Kentucky and 1426 Adams Street at the July 31, 1998, Board meeting, and this particular property is immediately adjacent to these recent acquisitions. The University proposes to raze all buildings and begin construction of parking areas for the University and the Kentucky Museum and Library.

***President Ransdell requested expansion of the recommendation to include 1418 Adams and 244 and 250 East 14th Avenue in the approval for purchase.**

A memorandum from John Osborne, Assistant Vice President, Student Services, to

President Ransdell, dated October 21, 1998, identifies projects that are currently included in the campus improvement plan and outlines the projected costs and the funding sources. (Note: A copy of this memo is included in the Board's officials records.) It has been learned earlier today that action has been taken to primarily gift the 1418 Adams Street property with the University paying \$12,000, with a gift of \$20,000.

No additional funding is being sought at this time to cover the acquisition of these properties. Ways to cover the cost of these acquisitions are still being explored.

Following a review of the campus improvement plan by President Ransdell, Ms. Gray made a motion, seconded by Ms. Bale to approve the **purchase of 1428 Adams Street** as recommended. The motion carried unanimously. Additionally, Mr. Sheffer moved and Mr. Fischer seconded, that the President be given the authority to move forward with the **acquisition of 1418 Adams, and 244 and 250 East 14th Street**. The motion carried unanimously.

The second item on Mr. Osborne's memo is identified as University Boulevard Proposed Changes, and costs for sidewalks, hedgerow, and fencing are yet unknown but projected to be between \$150,000 and \$350,000. President Ransdell reported that discussions are under way with the state on additional reciprocity from the state for the land that was provided along Campbell Lane.

AGENDA ITEM 8 - Recommendation for approval for the awarding of the Honorary Doctoral Degree on behalf of Western Kentucky to Dr. Thomas D. Clark, a very prominent historian of the South and of Kentucky in particular.

Background:

Western Kentucky University awards honorary degrees to individuals who have made exemplary contributions to the University, the state, the nation, or the world. Recipients of honorary degrees will be recognized for their general excellence and for their extraordinary achievements in areas of human endeavor which reflect the ideals and objectives of the University. Individuals who receive honorary degrees will exemplify the University's values, vision and service mission. Honorary degrees may be awarded to outstanding citizens of the Commonwealth, outstanding alumni of the University, outstanding living benefactors of the University, or individuals of national or international prominence whose contributions have enhanced society as a whole. Since honorary degrees are awarded on a highly selective basis, no more than four will be conferred in any one year.

Honorary Doctoral Degree(s) would be conferred for the first time by Western Kentucky University at the December 1998 Commencement Ceremony. Recommendations for recipient(s) of the degree will be provided to the members of the Board of Regents prior to the October 30, 1998, meeting.

The guidelines for conferring honorary degrees at Western Kentucky University follow:

HONORARY DEGREES AT WESTERN KENTUCKY UNIVERSITY

Western Kentucky University awards honorary degrees to individuals who have made exemplary contributions to the University, the state, the nation, or the world. Recipients of honorary degrees will be recognized for their general excellence and for their extraordinary achievements in areas of human endeavor which reflect the ideals and objectives of the University. Individuals who receive honorary degrees will exemplify the University's values, vision and service mission. Honorary degrees may be awarded to outstanding citizens of the Commonwealth, outstanding alumni of the University, outstanding living benefactors of the University, or individuals of national or international prominence whose contributions have enhanced society as a whole. Since honorary degrees are awarded on a highly selective basis, no more than four will be conferred in any one year.

Procedures for Awarding Honorary Degrees

1) The Board of Regents of Western Kentucky University has exclusive authority to authorize the awarding of honorary degrees on behalf of the University. The Board will act only upon the recommendation of the University President and with the advice of the Honorary Degrees Review Committee.

2) Nominations for possible recipients of honorary degrees should be directed to the University President and may be made by students, faculty, staff, administration, alumni, or friends of the University.

3) The University President will forward any nomination which merits further consideration to the Honorary Degrees Review Committee for review and advice. The Committee is chaired by the University Provost and is composed of the Executive Assistant to the President for Public Affairs and Governmental Relations, the Vice President for Development and Alumni Affairs, the Chair of the Faculty Senate, the President of the Alumni Association, and the faculty members currently serving as Distinguished University Professors. The Committee will gather relevant information about the nominees and after careful consideration, make a recommendation to the University President on the suitability of the nominee for an honorary degree. The University President will forward any nomination(s) to the committee at least six months in advance of the date of possible conferral of an honorary degree. The Committee will provide advice to the University President on a timely basis.

4) The University President will recommend any candidate(s) for honorary degrees to the Board of Regents for approval, including the time and place of the proposed degree conferral. Honorary degrees may be conferred during any appropriate function of the University, including commencements and special events or ceremonies.

5) Honorary degrees may only be awarded to living individuals, and may not be awarded to members of the Board of Regents or members of the faculty and staff of the University during their term of service or employment.

6) Every effort is made to maintain confidentiality during the selection process.

Motion for approval was made by Mr. Fischer, seconded by Ms. Bale and carried unanimously.

With approval of this recommendation, Dr. Clark will become only the fourth honorary degree awarded by Western Kentucky University. *The previous three are: Congressman William Natcher, 1979; Congressman Tim Lee Carter, 1980; and Governor Bert Combs in 1988.*

AGENDA ITEM 9 - Approval of a quarterly meeting schedule for 1999 and a

1999 schedule for Board committee meetings

RECOMMENDATION:

President Gary A. Ransdell recommend consideration of the following :

- 1) adoption of the quarterly meeting schedule for 1999:
 - *First Quarterly Meeting* **January 29, 1999**
 - *Third Quarterly Meeting* **July 30, 1999**
 - *Fourth Quarterly Meeting* **October 29, 1999**

President Ransdell suggested that the January meeting be held in Bowling Green; the April meeting in Elizabethtown; the July meeting in Glasgow, and the October meeting in Bowling Green.

- 2) adoption of the Board Committee meeting schedule for 1999:
 - January 8, 1999
 - June 25, 1999
 - September 24, 1999

Dates were confirmed for the January, July, and October Board meetings with the date to be determined for the second quarterly meeting and committee meeting dates.

AGENDA ITEM 10 - President's Report

10.1 Update on Institutional Review

The agenda packet provides the most recent update on items in the Institutional Review. The President reviewed several items in the report and asked the Board how they wished to have future updates on the Institutional Review. *It was determined that future reports would include only the items which have not been completed.*

10.2 Update on Athletics Review

The report which is listed beginning with page 73 in the agenda was given to the Executive Committee at its last meeting. This is the President's response (at the request of the Board) to the Athletic Review from the July meeting. A status of each recommendation has been provided. Many of the items have been addressed; a couple of not net been addressed but there is movement toward addressing them. Also included in the agenda is a report prepared by two faculty members.

The Board asked that this item be placed on the agenda for more discussion at the January Board meeting.

10.3 Update on Status of Women on Campus

The items currently being addressed under this report are included in the agenda, beginning on page 108 and includes such items as a listing of recently appointed Ombudsmen and their duties and the current Sexual Harassment Policy.

10.4 Traffic and Parking Plan Update

John Osborne, Assistant Vice President for Student Affairs, provided the Board with a summary of the Traffic and Parking Plan. He reported that input from neighborhood groups and others prompted a request to the Department of Transportation to look at the streets and provide a recommendation on changes that could be made to address student safety but not inhibit vehicular traffic in the area in question. The local DOT Office came up with the following changes which they will focus on:

- reconfigure the traffic light and signal sequencing as well as changes in the number of lanes; and taking out some islands, etc. at the intersection of University Boulevard, Russellville Road, and Big Red Way. In doing so, they will add crosswalks. This will provide a protected pedestrian crosswalk with a call station in all four directions;
- remove the crosswalk at Creason that crosses University Boulevard (site of most accident problems);
- change all signage along University Boulevard. They've created signs which have never been used before to oversize the "mile-per-hour" signs with a new, bright fluorescent color signs for pedestrian crossings.

The University will then focus on reconfiguring the existing sidewalks in the area; changing the existing sidewalks, and adding sidewalks that all funnel towards these three crosswalks that will exist at Normal & University, Jones-Jaggers, and the new crosswalks at the intersection of Russellville Road and University Boulevard. In addition to the focus on changing the existing sidewalks, landscaping and fencing along University Boulevard will literally force pedestrians on that street to go towards the crosswalks. Changes will also be made to the parking lot known as "Egypt" to reconfigure the entrance/exit area to align it with the McNeil School Parking Lot in such a way as to improve safety. Additionally, approval will be requested for a no-left turn on Creason Drive.

President Ransdell noted that this was a complex issue which has resulted in a good outcome.

10.5 Fire Safety Update

Supplemental Board packets provided information related to installation of sprinkler systems in residence halls. President Ransdell reported that the presidents of the eight

universities have over the last few weeks met three times and had two conference calls with CP to discuss possible solutions. Western has seven residence halls which are 75 feet or higher without sprinklers. These were all built before the code required sprinklers. There is no violation involved at Western, and the halls are safe with smoke alarms in every room, fire doors, and other safety procedures on every floor, and the students are well drilled. This is an issue for four universities in the state--Western, Eastern, Murray, and Morehead. ***The Council on Postsecondary Education has specifically asked that this matter be addressed and the work be completed to sprinkle all residence halls 75 feet or higher which is the code in Kentucky by 2002.*** There is a reluctance to pursue a special state appropriation to cover this work. If all the institutions in the state had a similar need and all would benefit equally, it might have been a possibility, but it would not benefit everyone equally. It would be a very controversial pursuit to ensure. CPE does not want to go to the state and pursue funding for this out of the reserve fund and has indicated to the Governor that higher education will handle this in its own capacity. State policy, not law, causes institutions to separate E & G fund expenditures and revenues from Auxiliary Fund expenditures and revenues (Dining and Housing Bonds, Student Centers, etc.)

Included in the Board agenda is a resolution passed by the Student Government, a summary of the conference call, communication from Gordon Davies on October 15, an October 21 communique from Gordon Davies, an October 14 memorandum from John Osborne from Ken Walker responding to the questions which the CPE asked of each institution regarding costs and number of residence halls, what we would like to pursue in a bond issue, rates per campus, etc. A summary of the residence hall circumstance over the last twelve years--the enrollment on campus, housing occupancy, and the percent of increase, revenues, expenditures, and differences. Comparison of fees to other universities in the State is also included which indicates that Western is the second lowest (only to Eastern). The reason for that is in large measure, Eastern houses a number of students three to a room, and students are required to live on campus until they're 21 years old.

President Ransdell is not in favor of holding this over until the 2000 session to pursue state funding through a state appropriation. Dr. Ransdell stated, "*I would like to be arm in arm with CPE and with our commitment to the Governor that we can handle this in our own capacity, and I think that is what CPE would like for us to do.*" The President noted that what

this means is the likely scenario of a residence hall fee increase. The number one priority for residence hall work was the renovation of McLean Hall, which is fifty years old. "I would hope that we could take advantage of the State opening up capacity and pursue sufficient bond authorization to renovate McLean and install sprinklers in the seven halls outlined," the President stated. This would probably mean increasing student fees by as much as \$100. Auxiliary funds cannot be used to repay the bond issue; therefore, requiring adjustment of residence hall fees.

Student Regent Cosby reported that student government presidents around the state have joined together to prepare a resolution asking for state funding to cover the costs of sprinklers for the residence halls. In a most recent meeting with the Western Student Government Association, the general feedback from students is that student do not want a fee increase; they would prefer to extend the completion deadline from 2002 so that the impact will not be as significant. The students feel safe in residence halls with current fire alarm systems and feel they cannot accommodate for arson.

Dr. Ransdell noted that CPE is working hard to decentralize higher education and to bring more autonomy and authority to the governing boards of the institutions. In the minds of CPE, requesting the state to fund this project is directly counter opposite to centralization and more autonomy to the governing boards.

It was the general feeling of the Board that all universities should be united and together in designing the approach to this problem. A recommendation to address the sprinkler issue will be made at the January meeting of the Board.

AGENDA ITEM 11.1 - Recommendation for approval of a Memorandum of Understanding with the Finance and Administration Cabinet as the recipient of a local grant program project authorized in HB 321

RECOMMENDATION:

President Ransdell recommends that the Board approve and authorize the University to enter into a Memorandum of Understanding with the Finance and Administration Cabinet as the recipient of a local grant program project authorized in House Bill 321 is described as the **Multi-purpose Livestock Pen Project**.

Background:

The Finance and Administration Cabinet is charged by KRS Chapters 45A and 56 as the authority over state purchasing, construction, real estate acquisition and related activities, and was designated under House Bill 321 as the grantor of the local grant sum for this Project. The Finance Cabinet will pay the University the grant sum of two hundred, fifteen thousand and no/cents (\$215,000.00), which represents the

sums allocated for the Project by the General Assembly, in accordance with a project scope, which is incorporated and made a part of a Memorandum of Understanding between the University and the Cabinet. The University has agreed to serve as the recipient of the Project grant money from the Cabinet as provided in House Bill 321 under the terms and conditions enumerated in the Memorandum of Understanding, and to effectuate the construction of the Project.

RESOLUTION

WHEREAS, the 1998 General Assembly enacted House Bill 321 authorizing certain capital construction projects in either the Surplus Expenditure Plan, Coal Severance Tax Project Plan, or the Regular Budget for local administration through a local grant program; and

WHEREAS, one of the local grant program projects authorized in House Bill 321 is described as the **Multi-purpose Livestock Pen Project**; and

WHEREAS, the Finance and Administration Cabinet is charged by KRS Chapters 45A and 56 as the authority over state purchasing, construction, real estate acquisition and related activities, and was designated under House Bill 321 as the grantor of the local grant sum for this Project; and

WHEREAS, the Finance Cabinet shall pay to the University the grant sum of two hundred, fifteen thousand and no/cents (\$215,000.00), which represents the sums allocated for the Project by the General Assembly, in accordance with the attached draw schedule, which is incorporated and made a part of a Memorandum of Understanding between the University and the Cabinet; and,

WHEREAS, the University has agreed to serve as the recipient of the Project grant money from the Cabinet as provided in House Bill 321 under the terms and conditions enumerated herein, and to effectuate the construction of the Project.

NOW, THEREFORE, the Board of Regents of Western Kentucky University hereby unanimously resolves and authorizes the University, by and through its President, Gary A. Ransdell, to enter into a Memorandum of Understanding regarding this project.

This the 30th day of October, 1998.

Cornelius Martin
Chair, Board of Regents
Western Kentucky University

Attested:

Elizabeth Esters
Secretary, Board of Regents
Western Kentucky University

Motion for approval was made by Mr. Fischer, seconded by Ms. Loafman, and carried unanimously.

10.6 - Year One Report to the Board - As requested by the Board, President Ransdell provided the Board with a report of his first year as President for their review and feedback which includes four sections:

- responds to the Board's question, "What would you do in the first three years?"
- responds to the items that were discussed as performance guidelines; (the Board will affirm or adjust);
- deals with specific accomplishments;
- and hopes for the future of Western Kentucky University.

In summary, President Ransdell stated, "I'm very encouraged about where we're heading, what this year has brought, and the accomplishments of the past year and the promise for productivity because of the energy and the commitment that I see prevailing across the campus from faculty, staff, students, alumni, and constituents--people are understanding and embracing the vision which we have adopted as an institution; and in large measure, are working hard and quickening the pace to achieve that. I'm very encouraged by that."

With no further business to come before the Board, motion for adjournment was made by Mr. Fischer, seconded by Ms. Loafman, and carried. The meeting adjourned at approximately 5:30 p.m.

