

MINUTES
OF THE BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY

October 26, 2001

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 Room of the Wetherby Administration Building on the Western campus. The meeting was called to order by Chair Bale at approximately 9:15 a.m., CDT.

AGENDA ITEM 2 - Invocation

The invocation was provided by Ms. Leslie R. Bedo, Student Regent.

AGENDA ITEM 3 - Roll Call

The following members were present:

Mr. Howard E. Bailey
Ms. Kristen T. Bale
Ms. Leslie R. Bedo
Mr. Robert Earl Fischer
Ms. Peggy W. Loafman
Professor Mary Ellen Miller
Mr. Ronald Sheffer
Mr. James B. Tennill, Jr.
Ms. Beverly H. Wathen

Ms. Lois Gray and Mr. Cornelius Martin were absent.

Others in attendance included President Gary A. Ransdell; Ms. Liz Esters, Secretary; Dr. Barbara Burch, Provost and Vice President for Academic Affairs; Mr. Tom Hiles, Vice President for Institutional Advancement; Dr. Richard Kirchmeyer, Vice President for Information Technology; Ms. Ann Mead, Chief Financial Officer; Dr. Wood Selig, Athletics Director; Dr. Gene Tice, Vice President for Student Affairs and Campus Services; Mr. John Osborne, Associate Vice President for Campus Services; and Ms. Deborah Wilkins, General Counsel.

AGENDA ITEM 4 - Approval of minutes

Chair Bale presented the minutes of the August 17, 2001, meeting and the special meeting of September 7, 2001, for approval without reading inasmuch as copies were mailed to members of the Board prior to the meeting. Motion for approval was made

by Mr. Fischer, seconded by Ms. Wathen, and carried unanimously.

AGENDA ITEM 5 - Committee Reports

5.1 Special Committee on Diversity and Internationalism, Professor Mary Ellen Miller, Chair

Professor Miller reported the Committee met September 28 with all members present. The Committee talked about the first recipients of the President's Diversity Awards; who are John O'Connor, Thomas Grinter, and Nathan Jordan.

The Committee discussed the "Kentucky Plan" which expires in December, 2002, and the schedule for a new "Kentucky Plan."

The Committee received a paper entitled "Diversity and Campus Climate Best Practices: Higher Education Institutions and Other Practitioners" a U. S. Department of Education and Office of Civil Rights paper which outlines distinctive programs in various states.

The University Diversity Committee has been working on revising the Bylaws which have now been completed. The Committee also discussed the recruitment of black faculty and the fact that of the 105 new hires the past year, there was not a single minority.

Dr. Larry Caillouet provided an update on the number of international students and

the countries represented in this population.

5.2 Executive Committee, Ms. Kristen T. Bale, Chair

5.2.1 Reorganization of Institutional Advancement

REQUEST: Approval of the reorganization of Institutional Advancement as reflected in the Organizational Structure. [Attached as Exhibit A]

FACTS: This reflects organizational changes made as a result of the retirement of the Chief Public Affairs Officer.

Motion for approval of the reorganization of Institutional Advancement was made by Ms. Loafman, seconded by Mr. Fischer, and carried unanimously.

President Ransdell noted that he has asked the Provost and Vice President for Academic Affairs to continue to explore ways to strengthen our academic outreach program in the months ahead, to strengthen the continuing education programs, and to look at ways to bring some of the elements that have historically been a part of the

Institute for Economic Development that are more leadership and community-service in nature together in an outreach umbrella within the academic community. She is exploring ways to do that; and a recommendation will be coming to the Board in the future.

5.2.2 REQUEST: Recommendation that the Board approve separately identifying the mandatory Student Athletics Fee, in the amount of \$96 per semester for full-time students, from tuition, effective summer semester 2002; and renaming the 2002-03 Tuition Schedule as the 2002-03 Tuition and Fees Schedule.

BACKGROUND: On June 29, 2001, the Board of Regents approved a recommendation to combine all tuition and mandatory student fees into one charge of tuition. Thereafter, the Board of Regents approved the 2002-03 Tuition Schedule at its August 17, 2001 meeting.

The amount of tuition associated with the former Student Athletics Fee is the funding source identified in the Memorandum of Agreement between the University and the City of Bowling Green related to the Diddle Arena renovation project.

On September 18, 2001, the Finance and Administration Cabinet indicated that a separate and distinct Student Athletics Fee, and its corresponding revenue stream, should be maintained in order for that fee revenue to be utilized for the Diddle Arena renovation project.

The basis for the Cabinet's recommendation is as follows: over time, the University has issued Consolidated Educational Buildings Revenue Bonds (CEBRB), which are supported by state appropriations; however, the actual bonds require that tuition revenue be considered as the pledged revenue. In issuing University debt, it is the University's current and projected enrollment, and current and projected tuition, that is evaluated as a determination of the University's ability to pay the annual CEFRB debt service. Currently, no mandatory student fees revenue is or has been pledged for the retirement of any debt of the University. Although Western Kentucky University has not issued any bonds for several years, the pledge of tuition revenues continues with existing bond issues. Thus, it is necessary for the University to have a separate and distinct "fee" revenue stream, as identified as the funding source in the Memorandum of Agreement.

It is important to note that the University is not recommending the establishment of an additional or new athletic fee. Rather, the University is recommending that the Student Athletic Fee, which was merged into the one tuition amount on June 29, 2001, be separated out and maintained as a student fee.

All Board policies pertaining to the administration of tuition or fee revenue will remain the same.

RECOMMENDATION: President Gary A. Ransdell recommends that the Board of Regents approve separately identifying a mandatory Student Athletics Fee, in the amount of \$96 per semester for full-time students, from tuition, effective summer semester 2002; and the renaming of the 2002-03 Tuition Schedule to the 2002-03 Tuition and Fees Schedule.

APPROVED: Executive Committee – 9/28/01

Motion to approve separately identifying a mandatory Student Athletics Fee, in the amount of \$96 per semester for full-time students, from tuition, effective summer semester

2002 and the renaming of the *2002-03 Tuition Schedule to the 2002-03 Tuition and Fees Schedule* was made by Mr. Bailey, seconded by Mr. Fischer, and carried unanimously.

5.2.3 Development Update

Mr. Tom Hiles, Vice President for Institutional Advancement, announced a \$394,000 commitment through the creation of a charitable remainder annuity trust which will be funded through a transfer of property; and a five-year gift-in-kind commitment of approximately \$374,900 from WBKO-TV. In addition, Mr. Hiles reviewed the campaign numbers provided in pages 7 through 14 of the agenda packet and noted the total of the Campaign has now gone over the \$67 million mark toward the \$78 million goal. Mr. Hiles indicated that a recommendation may come to the Board in the spring to either extend the goal; declare victory, or continue counting. These three options are under review for an early January recommendation.

5.2.4 Media Report

The current Media Report is found on pages 15-17 of the agenda packet.

Mr. Hiles also reviewed the national publicity received on the Mary Hutto gift.

5.3 Finance and Budget Committee, Mr. Cornelius A. Martin, Chair

5.3.1 REQUEST: Approval of the revisions to the 2001-2002 Combined Budget

FACTS: The proposed revision to the Western Kentucky University 2001-02 Combined Budget is as follows: An increase of \$120,000 is projected as additional revenue for the rental of the Satellite Uplink Truck. This is a revenue-dependent account and the funds will not be spent unless there are actual receipts. The WKYU-PBS Mobile Satellite Uplink truck is made for instruction, public relations, and broadcast services. Services range from uplinking a news conference from Western Kentucky University to providing area TV a “news hit” for any type event.

<u>Source</u>	<u>Proposed Revisions</u>
Educational and General	
Other Sales and Services	\$120,000
<u>Use</u>	
Mobile Satellite Uplink Truck	\$120,000

RECOMMENDATION: President Gary A. Ransdell recommends the revision to the Western Kentucky University 2001-02 Combined Budget be approved in order to increase the budget by \$120,000.

Approved: Finance and Budget Committee, 9/28/01

Motion for approval of the revisions to the 2001-02 Combined Budget was

made by Mr. Fischer, seconded by Mr. Sheffer and carried unanimously.

5.3.2 Recommendation for acceptance of the 2000-2001 Financial Report and Audit Report

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

Baird, Kurtz & Dobson (BKD) has completed the audit for the fiscal year June 30, 2001. The audit was performed in accordance with generally accepted auditing standards (GAAS). These standards are designed to obtain reasonable, rather than absolute, assurance about the financial statements. In performing GAAS procedures, BKD established scopes of audit tests in relation to the financial statements taken as a whole. The audit does not include a detailed audit of every transaction. Findings required to be reported by Government Auditing Standards related to segregation of duties to ensure internal control. There are no questioned costs associated with these findings. The Office of the Controller will prepare a response to these findings and it will be submitted to the Finance and Budget Committee of the Board of Regents.

In conjunction with this audit, BKD prepared the "Independent Accountants' Report on Compliance with Specified Requirements of Commonwealth of Kentucky House Bill 622." This state requirement is for an external auditor to express an opinion on the University's compliance in state requirements pertaining to accounting, auditing and payroll procedures; investments and interest income procedures; and purchasing procedures. The Report states that the University is in compliance with the criteria set forth by the Minimum Audit Scope for Compliance with House Bill 622.

The Independent Accountants' Report on Financial Statements and Supplementary Information includes only one issue to be addressed by University management. The audit notes that certain employees have custody of or access to cash receipts and also record or can adjust entries to record cash receipts. The recommendation is to segregate the custodial and access functions from the recording functions of these employees. This audit finding has been submitted to the Board of Regents in past audits. The University has responded previously that it did not have the capacity to reassign duties or to add a new position. Cash receipts functions have been reviewed in the Billings and Receivable and Cashier's offices in the Bursar's area. Procedures do exist and are in place to help detect defalcation and fraud. Student holds, student billing, Federal tax reporting requirements and various examination and review procedures are in place to help limit risk to the University. Because of the existence of these control procedures, we do not believe it is cost effective for the University to significantly increase staff size in these areas to further segregate duties.

As required by OMB Circular A-133, a schedule of findings and questioned costs is included with the Annual Financial Report. BKD notes that "reportable conditions in internal control over financial reporting were identified, which are not considered to be material

weaknesses.” Additionally, “no instance of noncompliance considered material to the financial statements was disclosed by the audit.” The finding from the June 30, 2000 audit is noted as resolved.

Representatives of BKD attended the Finance and Budget Committee prior to the full Board meeting and reviewed the above reports which were accepted by the Committee. Attending from BKD were: Neal Spencer, Kent Rodgers, and Benjie Harmon.

RECOMMENDATION: President Gary A. Ransdell recommends that the Board of Regents accept the 2000-01 Annual Financial Report and Audit Report prepared by Western Kentucky University and audited by the independent accounting firm of Baird, Kurtz & Dobson.

Motion to accept the 2000-01 Annual Financial Report and Audit Report was made by Mr. Fischer, seconded by Ms. Bedo, and carried unanimously.

5.4 Academic Affairs Committee, Ms. Peggy W. Loafman, Chair

5.4.1 REQUEST: Adoption of a formal Conflict of Interest Policy for faculty and staff at Western Kentucky University pertaining to sponsored project activities.

FACTS: Western Kentucky University, through its faculty and staff, has become increasingly involved with sponsored project activities. Participation in such projects can carry many benefits for the university, its students, faculty, staff, and external constituencies. Sponsoring agencies require the university to have a formal Conflict of Interest Policy in place along with attendant implementation procedures in order to qualify for grant and contract awards. The complete recommended policy follows:

Conflict of Interest Policy for Sponsored Projects

WESTERN KENTUCKY UNIVERSITY

SUMMARY: This policy sets forth procedures and guidelines to be followed in resolving actual and potential faculty and staff conflicts of interest and commitment pertaining to sponsored projects. This policy applies to all sponsored projects funded by (a) commercial sponsors, (b) those federal agencies having specific conflict of interest requirements, and (c) purchase orders and subcontracts issued by Western Kentucky University under its sponsored projects irrespective of the source of funds.

The University and its faculty and staff members often benefit from participation in both public and private outside activities. The University has no interest in establishing detailed rules that may interfere with faculty and staff members' legitimate outside interests.

Faculty and staff members, in turn, must also ensure that their outside obligations, financial interests, and activities do not conflict or interfere with their commitment to the University. This obligation pertains to both full-time and part-time faculty and staff members who are in any way associated with sponsored projects.

The areas of potential conflict may be divided into two categories. Conflicts of Interest are defined as situations in which faculty or staff members may have the opportunity to influence the University's business decisions in ways that could lead to personal gain or give

improper advantage to members of their families or to associates. Conflicts of Commitment are defined as situations in which external activities of faculty members or staff members interfere or appear to interfere with their paramount obligations to their students, colleagues, and the University.

In those circumstances in which the University is engaged in or intends to engage in a sponsored project with a commercial organization, or has subcontracted or intends to subcontract to an external organization under one of the University's sponsored projects, a conflict of interest may occur when a faculty or staff member's affiliation with the external organization meets any one of the following criteria:

- a. The faculty or staff member is an officer, director, partner, trustee, employee, advisory board member, or agent of an external organization or corporation either funding a sponsored project or providing goods and services under a sponsored project on which the faculty or staff member is participating in any capacity.
- b. The faculty or staff member is the actual or beneficial owner of more than five percent (5%) of the voting stock or controlling interest of such organization or corporation.
- c. The faculty or staff member has dealings with such organization or corporation from which he or she derives income of more than \$10,000 per year, exclusive of dividends and interest.
- d. The faculty or staff member's immediate family (spouse, parents, parents-in law, siblings, children, or other relatives living at the same address as the faculty or staff member) meets any of the criteria stated in a-c above.

Each faculty or staff member participating in a sponsored project covered by this policy must disclose whether or not he or she has external affiliations that may constitute a conflict by falling within the criteria stated in paragraphs a-d above. A disclosure must be completed prior to the University's acceptance of the sponsored project or issuance of a purchase order or subcontract for the acquisition of goods and services. It is the responsibility of the lead Project Director/Principal Investigator to make sure each member of the Project staff has read the WKU Conflict of Interest Policy and has disclosed any real or potential conflicts of interest. Such disclosures may be made on the Office of Sponsored Program's Sign-off Sheet "Request for Proposal Approval and Submission." Positive disclosures will be reviewed by a Conflict Review Committee consisting of the Dean of the Graduate College, the Director of the Office of Sponsored Programs, and the University Legal Counsel.

In reviewing the positive disclosures, the Conflict Review Committee will be guided by the following practices and apply them as may be appropriate:

- a. Assure adherence to relevant University policies such as the Commonwealth of Kentucky Statutes, specifically 164.390, which prohibits interest by any and all University employees and trustees in any contract or purchase for the building or repairing of any structure or furnishing any supplies for the use of a university, the Policies and Procedures Manual, the

Faculty Handbook, the Intellectual Property Policy, the Research and Projects Policy, and other University documents the Conflict Review Committee may deem appropriate.

- b. Consider the nature and extent of the financial interest in the relationship of the faculty or staff member and the external organization.
- c. Give special consideration to the terms and conditions of sponsored project agreements that may mitigate or complicate the given situation.
- d. Consult with and obtain additional information from the faculty or staff member as either the Conflict Review Committee or the faculty or staff member feels may be helpful in resolving actual or potential conflicts.
- e. Act in a timely manner so as not to delay unduly the conduct of the sponsored project.
- f. Conclude that the University may take one of the following actions:
 1. Accept the sponsored project award.
 2. Not accept the sponsored project award.
 3. Accept the sponsored project subject to suitable modifications in either the sponsored project award document or the external organizational affiliation(s) of the faculty or staff member or faculty or staff member's family.

A faculty or staff member dissatisfied with the Conflict Review Committee's conclusion, may appeal to the Provost and Vice President for Academic Affairs who will consult with the faculty or staff member and Conflict Review Committee as the Provost and Vice President for Academic Affairs deems necessary and appropriate to the particular circumstance. The decision of the Provost and Vice President for Academic Affairs shall be final.

Violations of this policy, such as willful concealment of financial interests, may result in sanctions being imposed upon the violating individual. The Conflict Review Committee will review allegations of violations and will make recommendations regarding the imposition of sanctions to the Provost and Vice President for Academic Affairs. The decision of the Provost and Vice President for Academic Affairs with regard to the imposition of sanctions shall be final.

The Office of Sponsored Programs shall maintain the records pertaining to each disclosure in strict confidence. Access to such records will be limited to the faculty or staff member, the Conflict Review Committee, the Provost and Vice President for Academic Affairs, and others who have a legal right to review the records.

Certain sponsors, particularly federal agencies, may have requirements that differ from this policy with regard to the timing and frequency of faculty or staff disclosures and other provisions as well. In the case of such discrepancies, the sponsors' requirements will generally prevail.

APPENDIX

The following list of examples serves as a set of guidelines for identifying potential conflicts of interest and commitment involving sponsored project activities. It is not intended as a comprehensive list of all potential situations that could present faculty or staff members and the University with difficulty.

1. ACTIVITIES THAT ARE CLEARLY PERMISSIBLE.
 - a. Acceptance of royalties for published works and patents, or of honoraria for commissioned papers and lectures.
 - b. Service as a consultant to outside organizations, provided that the time commitment does not exceed the then existing University policy, and that the arrangement in no way alters the faculty or staff member's commitments incurred in the University's execution of a sponsored agreement on the faculty or staff member's behalf.
 - c. Service on boards and committees of organizations, public or private, that does not distract unduly from the faculty or staff member's obligations to the University or that does not interfere or appear to interfere with a faculty or staff member's ability to conduct work under sponsored agreements objectively.
2. ACTIVITIES INVOLVING SPONSORED PROJECTS THAT PRESENT THE POTENTIAL FOR CONFLICT.
 - a. Relationships that might enable a faculty or staff member to influence the University's dealings with an outside organization in ways leading to personal gain or improper advantage for the faculty or staff member, or his or her associates or family members. For example, a faculty or staff member or family member could have a financial interest in an organization with which the University does business and could be in a position to influence relevant business decisions. Ordinarily, making full disclosure of such relationships and making appropriate arrangements to mitigate potential conflicts would resolve such problems.
 - b. Situations in which the time or creative energy a faculty or staff member may devote to external activities appear substantial enough so as to compromise the amount or quality of his or her participation in the instructional, scholarly, or administrative work of the University.
 - c. Situations in which a faculty or staff member directs students into a research area from which the faculty or staff member may realize a financial gain. In such situations, the ability of a faculty or staff member to render objective, independent judgment about the students' scholarly best interests may be diminished.
3. ACTIVITIES INVOLVING SPONSORED PROJECTS THAT ARE VERY LIKELY TO PRESENT UNACCEPTABLE CONFLICTS.
 - a. Situations in which a faculty or staff member assumes executive responsibilities for an outside organization that might seriously divert his or her attention from University duties. Faculty or staff members should consult with the appropriate dean or supervisor before accepting any outside management position.

- b. Use for personal profit of unpublished information emanating from sponsored agreements or confidential University sources, or assisting an outside organization by giving it exclusive access to such information; or consulting with outside organizations that impose obligations upon the faculty or staff member of the University that conflict with the faculty or staff member's or University's Intellectual Property Policy or with the University's obligations under sponsored projects.
- c. Circumstances in which a substantial body of research that could and ordinarily would be carried on within the University is conducted elsewhere to the detriment of the University and its legitimate interests.
- d. Any activity that a faculty or staff member may wish to undertake on an individual basis that: (a) involves or appears to involve the University significantly through the use of its resources, facilities, or the participation of academic colleagues, students, and staff, (b) involves the use of the University's name or implied endorsement, or (c) violates any of the principles set forth in the University Research and Project Policy (for example, giving the outside organization the right to censor or prohibit publication rights for research any part of which is performed under University auspices).

COST IMPLICATIONS: The adoption and implementation of this policy should carry no new cost implications for the university.

RECOMMENDATION: President Ransdell recommends the adoption of a formal Conflict of Interest Policy pertaining to sponsored project activities by faculty and staff at Western Kentucky University.

Motion for approval of a *Conflict of Interest Policy* pertaining to sponsored project activities at Western Kentucky University was made by Ms. Loafman, seconded Ms. Wathen, and carried unanimously.

5.4.2 Recommendation for approval of December 2001 Honorary Doctorate Recipient

FACTS: The University Honorary Degree Committee reviewed the credentials of several outstanding candidates for honorary degrees and has recommended that an honorary doctorate be awarded to Mr. Jerry Baker at the December 2001 Commencement.

Mr. Jerry Baker is a prominent Bowling Green businessman, a native of Elizabethtown, Kentucky, and a Western graduate. Mr. Baker has made many contributions to the community and the university, but his devotion to the arts in south central Kentucky is particularly notable.

He has invested generously in support of scholarships for students in all three arts departments at Western-Music, Art, and Theatre and Dance- thereby providing many of them with a real chance to develop their talent. He has created opportunities for local artists to present their work and for audiences to experience that work and has also helped make more regionally accessible works of such well-known artists as Joe Downing. He was instrumental in establishing and maintaining the Phoenix Theatre in Bowling Green and is a major supporter of the Bowling Green-Western Symphony Orchestra, thus adding significantly to the arts scene locally. Mr.

Baker is an active member of the Kentucky Arts Council that supports community arts initiatives across the Commonwealth.

Through his vision and leadership, Jerry Baker plays a crucial role in the cultural life of this region. He helps promising students and accomplished professionals. He has worked to build partnerships linking major community institutions in support of the arts. Perhaps most important, by his resources and his advocacy, he has helped to educate the broader community about the vitality of the arts in our daily lives. His work in this important area clearly merits this significant recognition from the university.

RECOMMENDATION: President Ransdell recommends that an honorary doctoral degree be awarded to Mr. Jerry Baker at an appropriate time to be decided.

Motion for approval of Mr. Jerry Baker as recipient of an honorary doctorate to be awarded at a time to be decided, was made by Ms. Loafman, seconded by Professor Miller, and carried unanimously.

5.4.3 (a) REQUEST: Approval of modification of wording in Faculty Emeritus/a Policy to Improve Implementation of the Policy

FACTS: The recently adopted policy on faculty emeritus/a status includes the requirement that university consideration for conferring this honorary title must be initiated by the candidate him or herself. The new policy appears in the university's **Faculty Handbook** and the Faculty Handbook Committee has unanimously recommended that this requirement be eliminated because it creates an unnecessary barrier for some individuals to receive this honorary designation. The Council of Academic Deans, the Faculty Welfare and Professional Responsibilities Committee of the University Senate and the University Provost and Vice President for Academic Affairs have endorsed this recommendation. The recommended change would be to drop the phrase "by the candidate" from the Faculty Emeritus/a Policy as noted in the text below.

Faculty Emeritus/a Implementation

Western Kentucky University will honor select faculty members, upon full retirement, as emeritus/a faculty. These individuals will be granted certain rights and privileges in recognition of their honored roles in the university community and their ongoing potential for contributions to the intellectual and cultural life of the university.

To be awarded emeritus/a status, faculty must have served the university for at least 10 years. Faculty should have attained the rank of Professor, Associate Professor, or Assistant Professor (under exceptional circumstances Instructors may be considered). Requests for emeritus/a faculty appointments will be initiated ~~by the candidate~~ at the departmental level, will be considered by the tenured faculty in the home department and will proceed through administrative channels to the President, who will make recommendations to the Board of Regents for action. Such recommendations will be based on the record of achievement and service of the faculty member during his/her career at the university.

If the recipient is a male faculty member, the title *Emeritus* will follow his

rank upon retirement (e.g., *Professor of History, Emeritus*); if the recipient is a female faculty member, the title *Emerita* will follow her rank upon retirement (e.g., *Professor of History, Emerita*).

Emeritus/a faculty will be eligible for the benefits from the university accorded to retired faculty members, including such things as a university identification card, library privileges, computing services, an email account, a parking permit, access to university research grants, and continued use of the university as an agent for external grant applications. Emeritus/a faculty may attend meetings of the University Senate, may participate in university academic processions and ceremonial events, and are eligible to have their names included on the faculty lists in the *University Catalog Issue*.

RECOMMENDATION: President Ransdell recommends that the phrase “by the candidate” be removed from the university’s *Faculty Emeritus/a Policy*.

Motion for approval of eliminating the phrase “by the candidate” from the university’s *Faculty Emeritus/a Policy* effective immediately was made by

Ms. Loafman, seconded by Professor Miller, and carried unanimously

5.4.3(b) Approval to award Emeritus/a status to recommended recipients

FACTS: Provost and Vice President for Academic Affairs supports the listed faculty members who have been recommended by the tenured faculty, department head, and college dean to be awarded *Emeritus/a* status. They each have served the university for at least ten years and have had distinguished records of achievement and service at the university.

RECOMMENDATION: President Gary A. Ransdell recommends the awarding of emeritus/a status to each of the following faculty members:

Potter College of Arts, Humanities and Social Sciences

Department of Art

Mr. Charles Forrester, Professor of Art, Emeritus
Dr. D. Neil Peteris, Professor of Art, Emeritus
Mr. Ivan Schieferdecker, Professor of Art, Emeritus
Ms. Ruth Hines Temple, Professor of Art, Emerita
Ms. Lysbeth Wallace, Professor of Art, Emerita

Department of English

Dr. Hoyt Bowen, Professor of English, Emeritus
Dr. Nancy Davis, Professor of English, Emerita
Ms. Ann Fields, Assistant Professor of English, Emerita
Ms. Pauline Jones, Assistant Professor of English, Emerita
Ms. Edna Laman, Assistant Professor of English, Emerita
Ms. Gretchen Niva, Associate Professor of English, Emerita
Dr. Frank Steele, Professor of English
Ms. Catherine Ward, Professor of English
Dr. Robert Ward, Professor of English, Emeritus
Dr. Willson Wood, Professor of English, Emeritus

Department of Communication

Dr. Randall Capps, Professor of Communication, Emeritus
Dr. J. Regis O’Connor, Professor of Communication, Emeritus

Department of History

Dr. James Bennett, Professor of History
Dr. James Calloway, Professor of History, Emeritus
Dr. Paul Cook, Associate Professor of History, Emeritus
Ms. Helen Crocker, Associate Professor of History, Emerita
Department of History (continued)

Dr. Drew Harrington, Professor of History, Emeritus
Dr. Lowell Harrison, Professor of History, Emeritus
Dr. John Minton, Professor of History, Emeritus
Dr. Francis Thompson, Professor of History, Emeritus

School of Journalism and Broadcasting

Mr. James Ausenbaugh, Professor of Journalism, Emeritus
Dr. Robert Blann, Associate Professor of Journalism, Emeritus
Mr. Jack Corn, Photojournalism Professional in Residence, Emeritus
Dr. G. Corban Goble, Associate Professor of Journalism, Emeritus
Mr. David Whitaker, Professor of Journalism, Emeritus

Department of Modern Languages and Intercultural

Dr. Paul Hatcher, Professor of Spanish, Emeritus
Dr. Robert Martin, Associate Professor of German, Emeritus
Dr. Lynwood Montell, Professor of Folk Studies, Emeritus
Ms. Mania Ritter, Associate Professor of Russian, Emerita
Ms. Clarice Scarborough, Associate Professor of Spanish, Emerita

Department of Sociology

Dr. Faud Baali, Professor of Sociology, Emeritus
Dr. H. Kirk Dansereau, Professor of Sociology, Emeritus
Dr. Thomas Dunn, Professor of Sociology, Emeritus
Mr. Harold Hepler, Associate Professor of Sociology, Emeritus
Dr. Kathleen Kalab, Professor of Sociology, Emerita
Dr. Joan Krenzin, Professor of Sociology, Emerita
Dr. Jack Schock, Professor of Anthropology, Emeritus
Mr. Vernon White, Associate Professor of Sociology, Emeritus
Dr. James Wittman, Professor of Sociology, Emeritus

College of Education and Behavioral Sciences

Department of Consumer and Family

Dr. William Floyd, Professor of Consumer and Family Sciences
Dr. Carl Hall, Professor of Consumer and Family Sciences, Emeritus
Ms. Frances Haydon, Assistant Professor of Consumer and
Family Sciences, Emerita

Department of Psychology

Dr. James Craig, Professor of Psychology
Dr. William H. Cunningham, Professor of Psychology, Emeritus
Dr. Charles Eison, Associate Professor of Psychology, Emeritus
Dr. Betsy Howton, Associate Professor of Psychology, Emerita
Dr. James S. Johnson, Professor of Psychology, Emeritus
Dr. Carl R. Martray, Professor of Psychology, Emeritus
Dr. Raymond M. Mendel, Professor of Psychology, Emeritus

Dr. John O'Conner, Professor of Psychology, Emeritus
Dr. Harry R. Robe, Professor of Psychology, Emeritus
Dr. Robert E. Simpson, Professor of Psychology, Emeritus

School of Health and Human Services

Dr. Kay Carr, Professor of Nursing, Emerita

Bowling Green Community College

Academic Support

Dr. Alice Rowe, Instructor of English, Emerita

Motion for approval of Emeritus/a status as recommended was made by Ms. Loafman, seconded by Mr. Bailey, and carried unanimously.

5.5 Student Affairs Committee

An overview of the Master Plan Program was shared with the Committee on September 28 through a presentation by Ms. Peggy Haas. This program which has been recognized by professional associations is a growing program and is in a sense an extended orientation for the participating incoming freshman students that assists with the transition into college.

AGENDA ITEM 6 - Recommendation for approval of personnel recommendation since August 17, 2001.

RECOMMENDATION: President Gary A. Ransdell recommends approval of the personnel actions which have transpired since the August 17, 2001, meeting. Those actions are contained in the next ten pages.

Chair Bale presented the personnel recommendations found on pages 31-42 of the agenda packet. Motion for approval was made by Mr. Fischer, seconded by Mr. Tennill, and carried unanimously.

AGENDA ITEM 7 - Approval of a quarterly meeting schedule for 2002 and a schedule for 2002 Board committee meetings

RECOMMENDATION: President Gary A. Ransdell recommends consideration of the following :

- 1) adoption of the quarterly meeting schedule for 2002:
 - *First Quarterly Meeting* *January 23, 2002* *(Frankfort, KY)*
 - *Second Quarterly Meeting* *May 31, 2002* *(Glasgow)*
 - *Third Quarterly Meeting* *August 16, 2002*
 - *Fourth Quarterly Meeting* *October 25, 2002*

- 2) adoption of the Board Committee meeting schedule for 2002:
 - *December 14, 2001*
 - *May 10, 2002*
 - *July 26, 2002*
 - *October 4, 2002*

Motion for adoption of the recommended 2002 schedule was made by Mr. Bailey, seconded by Professor Miller and carried.

AGENDA ITEM 8 - President's Report

PRI-8.1 Legislative Priorities

Dr. Ransdell reviewed the contents of a **Legislative Priorities Notebook** which was prepared by Robbin Taylor, Director of Governmental Relations, for a meeting with members of the multi-county delegation

PRI-8.2 Informational Technology Survey Results

The Board heard an update on the results of this survey by Dr. Richard Kirchmeyer, Vice President for Informational Technology.

AGENDA ITEM 9 - Other Business

Ms. Loafman made a motion, seconded by Professor Miller, to go into closed session for the following:

- **a discussion to deliberate on the future acquisition and sale of real property by the University, as provided under KRS 61.810(1)(b).**

[The reason for the closed session is that public discussion would be likely to affect the value of the specific property to be acquired or sold by the University.]

- **a discussion regarding proposed and pending litigation against the University, as provided under KRS 61.810(1)(c);**
- **a discussion which might lead to the appointment, discipline or dismissal of an individual employee, as provided under KRS 61810(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 carried, and the Board went into closed session at approximately 11:24 a.m. accompanied by President Ransdell, Ms. Esters, and members of the Administrative Council

Upon returning from closed session at approximately 12:36 p.m., Chair Bale stated, “The Board has now returned to open session. The subject of the discussions and deliberations during the closed session was restricted to those stated in the motion, and no formal action was taken by the Board in closed session.”

With no further business to come before the Board, motion for adjournment was made by Mr. Fischer and seconded by Mr. Tennill. The meeting adjourned at approximately 12:37 p.m.