

MINUTES OF MEETING OF BOARD OF REGENTS
WESTERN KENTUCKY UNIVERSITY
December 11, 1969

A special meeting of the Board of Regents of Western Kentucky University was held in the Regents Conference Room, Administration Building, on Thursday, December 11, 1969, at 3 p.m., CST. Vice Chairman Douglas Keen presided.

The meeting opened with a prayer of invocation by Dr. Raymond L. Cravens, Vice President for Academic Affairs and Dean of the Faculties.

The following members were present;

Mr. Douglas Keen
Mr. Hugh Poland
Dr. J. T. Gilbert
Dr. W. R. McCormack
Mr. Albert G. Ross
Dr. H. E. Shadowen
Mr. Paul E. Gerard, III

Absent were Chairman Wendell P. Butler and Dr. Chalmer P. Embry.

Also present, in addition to Dr. Cravens, were Mr. Dero G. Downing, President; Dr. Kelly Thompson, President of the College Heights Foundation; Mr. Harry Largen, Treasurer; Miss Georgia Bates, Secretary; and Dr. Carl P. Chelf, Assistant Dean for Faculty Programs.

Dr. Gilbert moved that the minutes of the regular meeting of October 4, 1969, be adopted without a reading inasmuch as each member had previously been sent a copy and they were found to be in order. The motion was seconded by Dr. McCormack and carried unanimously.

The minutes of the meeting of the Executive Committee held on November 11, 1969, were then presented by the Vice Chairman and read by the Secretary. Following discussion, Mr. Poland moved for ratification of the action of the Executive Committee, as reflected in the minutes which follow:

Minutes of Meeting of Executive Committee
Board of Regents
November 11, 1969

The Executive Committee of the Board of Regents met at 4 p.m. on November 11, 1969, in the Regents Conference Room. Those present were Mr. Douglas Keen, Chairman; Dr. J. T. Gilbert; and Dr. W. R. McCormack. Also present for the meeting were President Dero G. Downing, Mr. Harry Largen, and the Council of Academic Deans or their representatives. Due to the absence from the campus of Miss Georgia Bates, Secretary, Mr. Largen was designated to record the minutes of the meeting.

The purpose of the meeting was to hear a brief summary of the biennial budget request which was to be presented to the Council on Public Higher Education on November 12.

President Downing gave an overview of the biennial budget request, explaining that the request represented the needs of Western Kentucky University for the 1970-72 biennial period. Mr. Largen gave a brief summary of the contents of the budget and explained that the budget had been prepared in accordance with the budget format approved by the Council on Public Higher Education.

A brief period was devoted to answering questions pertaining to the budget request.

At approximately 4:30 p.m., the members of the Executive Committee, President Downing, and Mr. Largen retired to the President's office for additional discussion of the budget request.

After full discussion, Dr. McCormack moved that the budget, as prepared, be submitted to the Council on Public Higher Education as the official budget request of Western Kentucky University. The motion was seconded by Dr. Gilbert and passed unanimously.

The meeting was then adjourned by the chairman.

The motion was seconded by Mr. Ross and carried unanimously.

The next item on the agenda was the presentation of the Annual Financial Report for the fiscal year ended June 30, 1969, copies of which were mailed to the Board members on December 6. In Mr. Largen's comments on the document, which included a review of the programs of a non-institutional nature (Federal loans, scholarships, etc.), he described Western's financial position at the end of the year as "healthy." He and his staff were commended by President Downing and Dr. Thompson for the efficiency and competency which continue to characterize the business operation of the University.

After full discussion, Dr. McCormack moved, with a second by Dr. Gilbert, for acceptance of the 1968-69 Annual Financial Report; and

upon call of the roll, the vote was as follows:

Aye: Keen, Poland, Gilbert, McCormack, Ross

Nay: None

A series of recommendations were presented by the President regarding the reorganization of the administrative staff. His proposal to the Board follows in its entirety:

Recommendations Regarding
Proposed Staff Reorganization

This recommendation is made following many conferences with selected University officials who, because of their experience, abilities, and areas of responsibility, are well equipped to give guidance and direction to an administrative structure which will best serve the needs of the University at this particular time.

In attempting to evaluate needs and in the development of a plan of organization, it was recognized that in some areas it only required clarifying existing duties and responsibilities and formalizing lines of responsibility which now exist. The attached organizational chart has not been sufficiently refined to be presented for publication; however, it is submitted as the proposed plan of designated areas of responsibility and it indicates the lines of responsibility between and among the individuals in these important positions. Specific parts of this proposal are outlined as follows with recommendation for their approval.

The proposed plan is recommended to be effective immediately, recognizing that it may require a reasonable time for the individuals concerned to make the transition from present responsibilities.

1. It is recommended that Mr. Paul Cook be appointed to the position of Assistant to the President. Mr. Cook has served at Western since 1960 as a classroom teacher, Staff Assistant to the Dean of the Faculties, Director of the Community College and Staff Assistant to the Vice President for Academic Affairs, and, more recently, in the position of Assistant Dean for Special Instructional Programs and Director of the Bowling Green Community College. He is respected as a professional educator and has demonstrated competence in areas which will equip him to fulfill the duties of this new position. The assistance which he will provide to the President is considered to be an important contribution to the administrative affairs of the University.

2. It is recommended that Mr. Harry Largen be designated as the chief fiscal officer of the University and that in this capacity his title be Director of Business Affairs and Finance. In effect, Mr. Largen presently carries out these duties and responsibilities as Business Manager; however, this proposed change will enable him to broaden his scope of responsibilities and strengthen his role as chief fiscal officer. He has already demonstrated by past performance that he is exceedingly competent and well qualified for this position.

3. It is recommended that Mr. Dee Gibson be appointed to the position of Auxiliary Enterprises Administrator. In this position he will be responsible to the Director of Business Affairs and Finance, giving administration and supervision to the business management of the activities generally included in auxiliary enterprises of the University. These include University housing, food services, University

stores, recreational activities, parking facilities, and similar services.

It should be noted that there will be no change in the present plan of cooperation and coordination between the business function and the student personnel function of the Housing Office and of the University Centers. To facilitate this role, the Director of Housing and the Director of the University Centers are responsible to the Dean of Student Affairs with indirect lines of responsibility also to the Auxiliary Enterprises Administrator.

Whereas the Director of University Stores and the Director of Food Services presently report directly to the Business Manager, it is proposed that these positions be under the administrative supervision of the Auxiliary Enterprises Administrator. Special note should be made of the fact that the Director of University Stores presently is and will continue to be responsible also to the College Heights Foundation in that he has managerial responsibilities for the College Heights Bookstore and will likely continue to serve in this role for the expanded enterprises that will be under the College Heights Foundation in the future. Both the Director of University Stores and the Director of Food Services will assume increased responsibilities as a result of the expanded services which will be included in the new University Center.

Since joining the Western staff in 1965, Mr. Gibson has demonstrated the personal qualities and the professional competence required for every success in this important position.

4. It is recommended that Mr. Jim Pickens be appointed to the position of Director of University Centers. In this position he will be responsible to the Dean of Student Affairs for the management, administration, and supervision of the Paul L. Garrett Student Center and the Dero Downing University Center. As noted above, the Director of University Centers will be responsible to the Auxiliary Enterprises Administrator with regard to business management. Mr. Pickens is recommended for this important position in recognition of superior performance and the contribution he has made to the University since joining the staff in 1965. His personal qualities and professional qualifications equip him for this position in an excellent manner.

The attached organizational chart is submitted also as an attempt to more clearly delineate responsibilities and to provide a plan of organization in the Office of Business Affairs. Official approval of this plan will strengthen this facet of the University as it will provide necessary assistance to the Director of Business Affairs and Finance in carrying out his broadened scope of responsibilities.

Under the present plan of organization, the Director of Student Financial Aid also serves as the Executive Secretary-Treasurer of the College Heights Foundation. It should be emphasized that we do not propose at this time any change in the present plan. The organizational chart does, however, designate the operational role which the Director of Student Financial Aid will have in being responsible to the Director of Business Affairs and Finance for the University program of student financial aid.

The Internal Auditor, Director of Accounts and Budgetary Control, Director of Purchasing, and Ticket Manager will continue under the proposed plan with a clearer definition and, in some cases, an expanded scope of duties and responsibilities. The recommendation includes increased responsibilities for the Office of Personnel Services, with Mr. James Tomes to serve as Director of Personnel Services.

Mr. Hubert Hardaway is currently designated as Chief Accountant; and it is recommended that his title be changed to Chief Disbursement Officer, with commensurate redefinition of his duties and responsibilities.

(Secretary's note: The organizational chart to which reference is made is not included as a part of the minutes.)

Following discussion, Mr. Poland moved for approval of the staff reorganization as recommended by President Downing. The motion was seconded by Dr. Gilbert; and upon call of the roll, the vote was as follows:

Aye: Keen, Poland, Gilbert, McCormack, Ross

Nay: None

A series of recommendations to the President from the Vice President for Academic Affairs and Dean of the Faculties--the result of studies, conferences, etc., with the Council of Deans, Academic Council, Department Heads, and the President--were presented for the consideration of the Board. The recommendations follow:

1. Graduate programs

a. Major in German under existing Master of Arts in Education Degree

b. Master's degree in Economics

c. Music major in Performance

d. Major in Religious Studies

e. Major in Environmental Health

f. Major in Sanitary Engineering Technology

2. Development of specialist degree programs in education and other subject fields upon proper justification and within the available resources of the University.

3. Establishment of a Center for Inter-Cultural Studies.

4. New Assistant Deanships to become effective January 1, 1970

a. Assistant Dean of the Potter College of Liberal Arts and Coordinator of the proposed Center for Inter-Cultural Studies
---Dr. Lynwood Montell

b. Assistant Dean of the Ogden College of Science and Technology
---Dr. William Stroube

c. Assistant Dean for Academic Services
---Dr. Earl Wassom

Following full discussion and upon the recommendation of President Downing, Mr. Ross moved for approval of the recommendations as outlined above. The motion was seconded by Mr. Poland, and the roll call vote was as follows:

Aye: Keen, Poland, Gilbert, McCormack, Ross

Nay: None

Personnel changes subsequent to August 22, 1969--new faculty and staff, personnel approved for salary adjustments, reassignments, and leaves of absence--were presented by the Vice Chairman. After discussion and upon the President's recommendation, Dr. McCormack moved for approval of the personnel changes which follow:

NEW FACULTY

<u>Name</u>	<u>Salary</u>	<u>Eff. Date and Remarks</u>
<u>Bowling Green College of Commerce</u>		
Economics:		
Mr. Aryeh Blumberg	\$ 12,500	Sept. 1, 1969
<u>College of Education</u>		
Secondary Education:		
Mr. Clarence N. Wolff	10,000	Sept. 1, 1969; also Physics and Chemistry
Psychology:		
Miss Dulcie Stevenson	10,500	Sept. 1, 1969
Laboratory School:		
Mr. Seth Farley	12,500	Sept. 1, 1969; interim director; additional honorarium of \$1,250 for added responsibilities
Mrs. Evelyn Mitchell	7,500	Sept. 1, 1969
Mr. David Mefford	5,340	Dec. 1-May 31, '70; graduate extension consortium and student teaching program
<u>Potter College of Liberal Arts</u>		
Foreign Languages:		
Mr. Peter Kriz	3,500	Feb. 1, 1970; spring semester
History:		
Miss Kathryne S. McDorman	6,900	\$7,500 with Master's; eff. Sept. 1, 1969
Dr. Albert Hyma	3,600	Feb. 1, 1970; Distinguished Visiting Professor; spring semester

<u>Name</u>	<u>Salary</u>	<u>Eff. Date and Remarks</u>
<u>Potter College of Liberal Arts (continued)</u>		
English:		
Mr. Thos. G. Jones	\$ 8,472	Sept. 1, 1969
<u>Ogden College of Science and Technology</u>		
Chemistry:		
Mr. Joe O. Owens	7,500	Sept. 15, 1969; 9 months' basis
Physics and Astronomy:		
Mr. Malcolm Guy Griggs	6,240	Sept. 1, 1969; straight 12 months' basis
Mr. Anthony S. Wawrukiewicz	5,600	Feb. 1, 1970; spring semester
<u>College of Applied Arts and Health Programs</u>		
Dr. A. F. Godby	12,408	Oct. 15, 1969; straight 12 months' basis; staff ass't. to Dean and professor of dental hygiene
Dr. James David Dunn	13,140	Aug. 24, 1970
Mr. Robert A. Schloss	8,000	Jan. 1-Aug. 31, 1970; \$11,000 eff. Sept. 1, 1970
Home Economics and Family Living:		
Miss Louella Fong	10,800	Feb. 1, 1970
Nursing:		
Mrs. Joanne Frantz	6,300	Sept. 1, 1969
Miss Emodean C. McClure	5,100	Sept. 1, 1969
<u>Educational Television</u>		
Mr. Franklin Forgette	10,500	Oct. 1, 1969
Mr. Gunter Wall	8,250	Sept. 1, 1969; also English
<u>Library Services</u>		
Mrs. Jeanette Farley	7,008	Extended from 1-semester appointment for remainder of school year thru 8/31/70
NEW STAFF		
<u>Purchasing</u>		
Mr. Charles W. Whitley	8,208	Dec. 1, 1969
Mr. Garvin Rone	4,800	Sept. 1, 1969; passed away on Oct. 18, 1969
<u>Public Affairs and Public Relations</u>		
Mr. Reed Morgan	6,800	Sept. 15, 1969; field representative
<u>Dormitory Director</u>		
Mr. Timothy Clark Lair	2,000	Sept. 1, 1969; assistant director; 9 months' basis
<u>Secretarial Staff</u>		
College of Applied Arts and Health Programs:		
Mrs. Loretta Byrum	3,388	Nov. 17, 1969; 11 months' basis

NEW STAFF

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Secretarial Staff (continued)</u>		
College of Education:		
Mrs. Helen R. Henderson	\$ 3,069	Sept. 8, 1969; 11 months' basis
Teacher Corps Program:		
Mrs. June C. Lee	3,036	Sept. 11, 1969
Elementary Education:		
Mrs. E. Sue French	3,388	Dec. 1, 1969; 11 months' basis
Industrial Education:		
Mrs. Sharon E. Roach	3,696	Dec. 1, 1969
School Administration:		
Mrs. Jonell Alford	3,888	Nov. 3, 1969
Physical Education, Health, and Recreation:		
Mrs. Sandra R. Benningfield	3,696	Sept. 2, 1969
Miss W. Jane Edwards	3,069	Sept. 8, 1969; 11 months' basis
Business Administration:		
Mrs. Sherrill Wommer	3,388	Sept. 8, 1969; 11 months' basis
English:		
Mrs. Ruth Starkey	2,800	Aug. 15, 1969; 9 months' basis
Government:		
Mrs. Linda T. Stone	3,388	Sept. 4, 1969; 11 months' basis
Sociology and Anthropology:		
Mrs. Mildred S. Robinson	3,000	Sept. 16, 1969-May 31, 1970
Chemistry:		
Mrs. Linda G. Moore	3,388	Sept. 26, 1969; 11 months' basis
Geography and Geology:		
Mrs. Betsy R. Lowrey	3,564	Jan. 5, 1970; 11 months' basis
Mathematics:		
Mrs. Wanda F. Meredith	3,388	Sept. 8, 1969; 11 months' basis
Academic Services:		
Mrs. Ruth H. Kubic	4,512	Sept. 1, 1969; office supervisor
Mrs. Elda M. Walker	3,888	Nov. 1, 1969
Margie Helm Library:		
Mrs. Ruth T. Staffman	3,300	Oct. 15, 1969; 11 months' basis
Mrs. Sandra Stearns	2,550	Sept. 15, 1969; 8-1/2 months
Mrs. Madolyn Velez	3,564	Oct. 1, 1969; 11 months' basis
Mrs. Shirley J. Legate	3,600	Dec. 8, 1969
Physical Plant Office:		
Mrs. Sue F. Borders	3,696	Oct. 1, 1969
Mrs. Vivian J. Wilkins	3,696	Sept. 1, 1969
Business Affairs:		
Mrs. Sara K. Cornwell	3,600	Dec. 1, 1969

NEW STAFF

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
<u>Secretarial Staff (continued)</u>		
Student Financial Aid Office:		
Mrs. Patricia Kay Crumbaker	3,036	Aug. 11, 1969
University Stores:		
Mrs. Henrietta Gouvas	3,780	Jan. 5, 1970
Student Affairs:		
Mrs. Rebecca S. Long	3,300	Sept. 15, 1969
Mrs. Anne C. Murray	5,000	Sept. 22, 1969; staff assistant
Miss Janice A. Vincent	3,036	Aug. 13, 1969 (Housing)
Alumni and Placement:		
Mrs. Sue D. Miller	3,348	Sept. 8, 1969
Centrex Operator:		
Miss Beverly Simon	3,036	Sept. 1, 1969
College Heights Bookstore:		
Miss Bonnie L. Simon	3,036	Aug. 18, 1969
Extension and Field Services:		
Miss Linda D. Spoo	4,200	Aug. 14, 1969
University School Relations and University Attorney and Director of Legal Area Studies Offices:		
Mrs. Linda F. Tweedy	3,690	Oct. 8, 1969; half-time position in each office
Registrar's Office:		
Mrs. Marlene Vanderpool	3,600	Sept. 15, 1969
WKU Credit Union:		
Mrs. Sara S. Winstead	1,650	Sept. 23, 1969; bookkeeper on half-time; 11 months' basis

PERSONNEL APPROVED FOR SALARY ADJUSTMENTS
AND OTHER APPOINTMENTS AND REASSIGNMENTS

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
Assistant Dean for Instruction: Dr. Kenneth Brenner	18,200	Oct. 4, 1969; adjustment from salary of \$13,836 for 9 months to 12 months' salary of \$18,200
Assistant Dean for Laboratory Field Programs: Dr. Charles Clark	18,200	Oct. 4, 1969; adjustment from salary of \$17,040
Coordinator of Educational Foundations and Curriculum: Dr. Billy W. Broach	15,574	Includes honorarium of \$118 per month for period Oct. 1 - August 31, 1970
Assistant Dean of Ogden College of Science and Technology: Dr. William H. Stroube	19,650	Jan. 1, 1970; salary adjusted from \$18,750
Assistant Dean of Potter College of Liberal Arts and Coordinator of Center for Inter-Cultural Studies: Dr. William L. Montell	17,300	Jan. 1, 1970; salary adjusted from \$13,000, 9 months' basis, to straight 12 months' basis
Assistant Dean for Academic Services: Dr. Earl Wassom	17,500	Jan. 1, 1970; salary adjusted from \$16,284
Assistant to the President: Mr. Paul B. Cook	16,700	Jan. 1, 1970; salary adjusted from \$14,700 to \$16,700 plus \$800 upon receipt of Ph. D.
Director of Finance and Business Affairs: Mr. Harry Largen	18,500	Jan. 1, 1970; salary adjusted from \$17,920
Auxiliary Enterprises Administrator: Mr. Dee Gibson, Jr.	13,500	Jan. 1, 1970; salary adjusted from \$11,676
Director of University Centers: Mr. Jim Pickens	11,500	Jan. 1, 1970; salary adjusted from \$10,740
Director of Personnel Services: Mr. James Tomes	10,320	Jan. 1, 1970; salary adjusted from \$9,120
Director of Accounts and Budgetary Control: Mr. Harold Smith	12,000	Jan. 1, 1970; salary adjusted from \$11,736

PERSONNEL APPROVED FOR SALARY ADJUSTMENTS
AND OTHER APPOINTMENTS AND REASSIGNMENTS

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
Director of Teacher Corps Program: Dr. Kenneth Estes	No salary change	Sept. 1, 1969
Model City Demonstration Agency Mr. James H. Ewalt	\$ 13,492	Being released from 3/4 of faculty responsibilities to Model City Demonstration Agency for period Sept. 1 - Aug. 31, 1970. Western reimbursed for 3/4 of annual salary of \$13,492
Student Financial Aid: Mr. Lee Watkins	9,500	Named Ass't. Director of Student Financial Aid, eff. Sept. 1, 1969; salary adj. from \$8,352 to \$9,500
Office of Counselor Education: Mrs. Thalen Lange, Sec.	3,531	Employment status changed from part time to full time, eff. Sept. 1, 1969
Health Programs: Mrs. Maxine Karsner	4,565	Transferred from Chemistry; appointed office supervisor; continues on 11 months' basis
Office of Assistant Dean for Instruction: Mrs. Margaret V. Ryan	4,044	Oct. 1, 1969; appointed senior secretary; transferred from Educational Research; continues on 12 months' basis
Department of Speech and Theatre: Dr. O. J. Wilson	No salary change	Feb. 1, 1970; change of position from Director of Institutional Research to Prof. of Speech and Theatre
Office of Extension and Field Services: Mr. Max Wheat	10,300	Feb. 1, 1970; transferred from College of Commerce; salary adj. from \$9,540 to \$10,300

LEAVES OF ABSENCE

College of Applied Arts and Health Programs

Dr. Hobson L. Sinclair (Dental Hygiene)	Sept. 24, 1969; leave of absence for reasons of personal health for indefinite period of time
---	---

LEAVES OF ABSENCE

College of Applied Arts and Health Programs (continued)

Home Economics and Family Living:
Mr. Roy Hedges

Extended for remainder of 1969-70 school year; graduate study at Florida State University

College of Education

Jones-Jaggers Laboratory School:
Mrs. Dorothy Garrett

First semester of 1969-70 school year for reasons of personal health; employment second semester as an assistant in College of Education

Potter College of Liberal Arts

Department of English:
Mr. Joe Boggs

Extended for 1969-70 school year

Ogden College of Science and Technology

Department of Geography and Geology:
Dr. Floyd Cunningham

Second semester of 1969-70 school year

The motion was seconded by Dr. Gilbert, and the roll call vote was as follows:

Aye: Keen, Poland, Gilbert, McCormack, Ross

Nay: None

The following resolution, which had previously been approved by the Executive Committee, was presented by Vice Chairman Keen:

Resolution

WHEREAS, it is the objective of Western Kentucky University to provide student housing on a self-supporting basis; and

WHEREAS, the cost of salaries, materials, and equipment for the maintenance and operation of housing facilities continues to rise each year and the cost of borrowing to construct student housing is at an all-time high rate of interest; and

WHEREAS, a survey of the housing fees charged by other institutions of public higher education in Kentucky shows the proposed dormitory rates to be comparable; and

WHEREAS, a detailed study and report made in July of 1969 shows the need to adjust dormitory rates to meet these rising costs;

BE IT RESOLVED by the Board of Regents of Western Kentucky University in meeting on December 11, 1969, that the dormitory rental schedule be revised as follows:

<u>Dormitory</u>	<u>Per Semester Present Rate</u>	<u>Per Semester Effective Fall, 1970</u>
Potter Hall	\$ 120.00	\$ 130.00
Florence Schneider Hall	120.00	130.00
McLean Hall	120.00	130.00
East Hall	120.00	130.00
North Hall	120.00	130.00
Bates-Runner Hall	120.00	130.00
South Hall	120.00	130.00
West Hall	120.00	130.00
W. R. McCormack Hall	130.00	140.00
Central Hall	130.00	140.00
J. T. Gilbert Hall	130.00	140.00
Rodes-Harlin Hall	130.00	140.00
Bemis Lawrence Hall	130.00	140.00
Barnes-Campbell Hall	130.00	140.00
Douglas Keen Hall	130.00	140.00
Hugh Poland Hall	130.00	140.00
Pearce-Ford Tower	130.00	140.00
Diddle Dormitory	120.00	130.00

Dr. Gilbert moved for adoption of the resolution with the revised dormitory rental schedule to become effective with the opening of the 1970-71 school year. The motion was seconded by Dr. McCormack; and the roll call vote was recorded as follows:

Aye: Keen, Poland, Gilbert, McCormack, Ross

Nay: None

In other business, President Downing reported on the Kentucky Society of Architects' Awards Dinner in Frankfort on December 5 and the recognition which came to Western in the L. T. Smith Stadium having been selected to receive a 1969 Honor Award. There being no further business, the meeting was adjourned at 4:40 p.m., and the group moved to the Executive Room of the Paul L. Garrett Student Center, where they were joined by their wives and Mr. and Mrs. Paul Cook for dinner, following which they attended the Western-Butler basketball game in the E. A. Diddle Arena.

Douglas Keen Vice Chairman Georgia Ruten Secretary