

The State Board of Regents met at the State University of Iowa on Wednesday and Thursday, June 20-21, 1979. Those present were:

	<u>June 20</u>	<u>June 21</u>
Members of State Board of Regents:		
Mrs. Petersen, President	All Sessions	All Sessions
Mr. Bailey	All Sessions	All Sessions
Mr. Barber	All Sessions	All Sessions
Mrs. Belin	All Sessions	All Sessions
Mr. Brownlee	All Sessions	All Sessions
Dr. Harris	All Sessions	All Sessions
Mr. Shaw	All Sessions	All Sessions
Mr. Slife	All Sessions	Exc. 9:50 a.m.
Mr. Wenstrand	All Sessions	All Sessions
Board of Regents Designees		
Mrs. Jorgensen	All Sessions	All Sessions
Mr. Neu	All Sessions	
Office of State Board of Regents:		
Executive Secretary Richey	All Sessions	All Sessions
Director Barak	All Sessions	
Director McMurray	Arr. 11:45 a.m.	All Sessions
Director Sonnenschein	All Sessions	
Director Volm	Arr. 11:30 a.m.	
Mrs. Sands, Secretary	All Sessions	All Sessions
State University of Iowa:		
President Boyd	All Sessions	All Sessions
Vice President Brodbeck	All Sessions	All Sessions
Assistant to President Mahon	All Sessions	
Vice President Jennings	All Sessions	All Sessions
Vice President Bezanson	All Sessions	All Sessions
Assistant Vice President Small	All Sessions	All Sessions
Director Hawkins	All Sessions	All Sessions
Director Tobin	All Sessions	All Sessions
Iowa State University:		
President Parks	All Sessions	Exc. 9:00 a.m.
Vice President Christensen	All Sessions	Exc. 9:00 a.m.
Vice President Hamilton	All Sessions	Exc. 9:00 a.m.
Vice President Moore	All Sessions	All Sessions
Assistant to President Henry	All Sessions	All Sessions
Assistant Vice President Lewis	All Sessions	
University of Northern Iowa:		
President Kamerick	All Sessions	Exc. 9:15 a.m.
Provost Martin	All Sessions	All Sessions
Vice President Stansbury	All Sessions	All Sessions
Director Kelly	All Sessions	
Iowa School for the Deaf:		
Superintendent Giangreco	All Sessions	Exc. 9:25 a.m.
Business Manager Kuehnhold	All Sessions	All Sessions
Iowa Braille and Sight Saving School:		
Superintendent DeMott		Exc. 9:35 a.m.
Business Manager Berry	All Sessions	All Sessions

GENERAL

The following business pertaining to general or miscellaneous items was transacted on Wednesday, June 20, 1979.

APPROVAL OF MINUTES. President Petersen reported that minutes for the May 17-18, 1979, and the June 7, 1979, meetings had been distributed. She requested that the board and institutions notify the Board Office of any corrections.

COMMITTEE ON EDUCATIONAL COORDINATION. A. Report on Academic Advising. The board was requested to receive the report on academic advising from the Regent universities.

The Board Office noted that the report was prepared in response to a request by Regent Brownlee about one year ago and subsequent to receipt of a persistence report at the universities concerning the 1970-1971 entering class of undergraduates at the three Regent universities. The persistence report noted that academic advising services ranked first at the University of Northern Iowa and second at the University of Iowa and Iowa State University as an area of least satisfaction for non-persistent (drop-out) students. As a result of the implications of this report, all three universities have re-examined their academic advising activities. Included in the University of Northern Iowa report is the evaluation process for examining its academic advising services with a description of the services provided, an internal review the Board Office noted must be of considerable value in attempts to improve the total approach to advising.

The Board Office noted that recognition of the growing diversity of students and curricula in higher education has led to the development of new and expanded services for advising students in most colleges and universities. Generally speaking, a major assumption underlying this approach is that a primary goal of higher education is the development of the "total student." As a consequence of the development of this approach, a broader array of academic advising services are now offered, with the perception of academic advising clearly changed on most campuses to a more developmental approach, e.g., as at the University of Iowa where advising and counseling services are viewed from the standpoint of four major functional activities:

1. Academic program planning and course selection
2. Career counseling and planning
3. Academic skills development
4. Academic support services.

The Board Office presented a brief summary of institutional reports and accented services common to all three Regent universities:

1. All offer the four kinds of services noted above, although administrative organization for providing them varies.
2. All provide, in various degrees, both centralized and decentralized academic advising services tailored to their individual approach to learning and administrative style.

3. All approaches appear to provide appropriate mixes of opportunities for faculty advising and professional staff assistance to students.
4. All services normally begin with pre-orientation activities and are available on a continuing basis to all students throughout their formal educational careers and even after through the services of career planning and placement available to all graduates.
5. All have attempted various innovations to provide a diversity of services to a wide diversity of students, e.g., the University of Northern Iowa is using an experimental approach to the use of "peer advisers.

The Board Office also noted that all three institutions are encouraging good faculty advising by providing inservice training, released time, appropriate recognition, and by keeping faculty informed of rules, regulations, and procedures.

President Petersen commented that all three institutions are trying to improve the quality of and accessibility to their advising programs and expressed board appreciation for the extensive reports. Regent discussion centered around three issues: Availability and accessibility of programs to students; kinds of services offered; and possible limits on advising after graduation.

Regent Belin said that she was pleased to know about the extensive services offered and hoped that students knew about and availed themselves of guidance, tests, and career planning services. In reply Vice Presidents Brodbeck and Christensen reported that an effort is made to inform prospective students, high school counselors, and parents about programs, although there will be those who do not know or forget about these services.

Regent Bailey asked for clarification on what the universities meant by "academic support services." He said he did not favor the university providing "parent type" counseling in the dormitory, because the people on the staff are not mature enough to provide parental counseling relating to personal problems. He asked if the university provided that kind of guidance. Vice President Brodbeck said the University of Iowa has an office where students can talk with someone on personal matters, although they are referred to a psychologist if they have problems. She noted that although some students will be distressed occasionally, the university has not placed its major emphasis on that. The undergraduate advising center is completely academic and refers persons to academic members for resolution of problems; it does not pretend to be a personal counseling service. Regent Bailey said that the university's method of referral to professionals alleviates his concern.

President Petersen asked the universities if they are strengthening their placement offices in light of the fact that persons are changing careers more often and will look to their universities to provide help in "retooling." Is there a program to serve graduates who have been out of school and look to their institution five years later? President Boyd said he thought that all of the institutions provide that kind of service but said he viewed that area cautiously. He said the role of the institution in career counseling (when persons are considering job/career changes) is limited and that it should not compete with counseling provided by the private sector. Further, placement of graduates depends on the economy and conditions in the country; "the university has no panacea."

President Petersen said she believed the institutions need to be increasingly sensitive of the continuing nature of work and education. If universities play a major role in continuing education, people will return to campus for additional instruction. Vice President Brodbeck said the University of Iowa does have an educational advising system in continuing education, a program that initially was directed to women but now includes men, with a very popular referral service.

Regent Bailey supported President Petersen's belief that the university should be concerned about its graduates and that such services will result in good relations. Alumni are frequently asked for financial support and have a feeling that the university has lost all interest in them, except as a source of financial support. Even though the institution may not help them in counseling, such services would show concern and interest. President Boyd disagreed and said he believed it is important to work with persons in the educational setting but not to mislead them about what the university can or cannot do-- the individual must make the decision.

Regent Shaw added that in the decentralized setting of the university, not many see the whole picture and this makes career counseling difficult. Since the average person changes careers three or four times, the university should resist the temptation to tell students which way to go and instead provide courses in problem solving--a better approach than to pretend the university knows everything.

Regent Wenstrand suggested a compromise--the university should not automatically drop all contact with a student who has graduated but keep names on file for a few years. He said he was still receiving job referrals from Iowa State University after he had graduated elsewhere from graduate school.

Regent Harris said he thought the institutions had excellent advising programs but that they will find ways to improve them. For example, universities first began advising students, then included their parents, and now extend services beyond graduation.

MOTION: Dr. Harris moved the board receive the report on academic advising from the Regent universities. Mrs. Belin seconded the motion, and it passed unanimously.

President Petersen thanked the universities for their work in advising programs.

B. Post-Audit of Programs at the University of Northern Iowa, Master of Business Administration and Master of Arts Major in Teaching English in the Community College.

The university reported the following concerning its Master of Business Administration (MBA) program:

- . In the last two years, 120-165 graduate students (actual headcount enrollment) have generated 600-825 credit hours in this program. Thirty-six students dropped out of the program, with most transferred to other communities or burdened with additional job responsibilities.

- . In 1976-1977, 7 students graduated (completed) this program; in 1977-1978, 4 graduated; in 1978-1979, 8 graduated; and in 1979-1980, 1 graduated.
- . None of the graduates are unemployed and all have obtained the preferred first job in the job.
- . The program is accredited by the North Central Association but not by the American Assembly of Collegiate Schools of Business. The university is planning to apply for accreditation by the latter organization within the next five years.
- . Current FTE staffing of the program is 1-2/3; future staffing needs are estimated at 2-2/3 FTE (1979-1980); 3-1/3 FTE (1980-1981); and 4 FTE (1981-1982).

The university requested approval to drop the name of the English M.A. program, Teaching English in the Community College, but to retain the program itself as an emphasis in the English M.A. The change will reflect the long-standing fact that the Community College program is an integral subfield within the more general English M.A., which contains English Literature and Teaching English in Middle School and High School as the other two emphases.

The university indicated several reasons for their requested change:

1. Degree programs introduced in the 60s to prepare students for community college teaching emphasized teaching of basic language skills while secondary area programs traditionally emphasized literature and media; today that divergence has narrowed or disappeared.
2. Community college enrollments peaked in the mid-70s and began a decline that is now widespread, causing community colleges to face stiff competition from four-year schools.
3. Positions in community colleges once filled by high school teachers and others with M.A.-level training are now filled by those with Doctor of Arts or Ph.D. degrees.
4. Secondary English education is acceptable for those community colleges hiring English faculty and those with such preparation are completely competitive with graduates of community college programs; neither are competitive with holders of higher degrees.

In sum, the university noted that the change reflects a change in enrollment patterns, a change in patterns of faculty recruitment and hiring, and a change in pedagogical emphasis. Each of these changes occurred after 1975 and each is now widespread.

Regent Bailey questioned placing the post-audits under the Committee on Educational Coordination heading. Mr. Richey agreed that such items should probably be placed elsewhere on the docket.

MOTION:

Mr. Bailey moved referral of the post-audit reviews of the University of Northern Iowa's Master of Business Administration and the Master of Arts Major in Teaching English in the Community College to the Interinstitutional Committee on Educational Coordination and the Board Office for review. Mr. Wenstrand seconded the motion, and it passed unanimously.

C. Post Audit of Iowa State University M.S. in Industrial Administrative Sciences. The Board Office recommended acceptance of the report of the post-audit from the Interinstitutional Committee on Educational Coordination.

The Interinstitutional Committee report noted that:

....the M.S. degree program in Industrial Administrative Sciences at ISU is very successful. It has attracted a large number of students, holds them to high standards, and is able to place all of its graduates in the field. The program is also relatively low cost. The program apparently well serves the purpose for which it was established; namely, to satisfy a strong demand for masters-level training in Industrial Administrative Sciences.

Regent Bailey commended the university for a good program, which, President Petersen added, "...was in response to a need."

MOTION:

Mrs. Belin moved acceptance of the post-audit report on the M.S. in Industrial Administrative Sciences and approval of the continuance of the program. Dr. Harris seconded the motion, and it passed unanimously.

D. Separation of the Department of Botany and Plant Pathology at Iowa State University. The Board Office recommended deferral of action on the proposal to separate the Department of Botany and Plant Pathology at Iowa State University until information has been received on the cost of this administrative change.

The Board Office noted that at the May meeting the matter was referred to the Interinstitutional Committee along with the request that the committee examine cost implications of the proposed change. Since the committee's report does not make any references to cost, the Board Office recommended deferral until receipt of this data.

Vice President Christensen said that no cost would be involved, because the the one department has been operating as two departments for many years. He said that in the 1979-1980 budget nothing was added for this change.

Executive Secretary Richey recommended approval of the request, based on that information.

MOTION:

Mrs. Belin moved approval of separation into the Department of Botany and the Department of Plant Pathology, Seed and Weed Sciences. Mr. Bailey seconded the motion, and it passed unanimously.

E. Area School Approval. The board was requested to approve recommendations of the Educational Relations Committee regarding area school approvals as provided in the report included with docket materials.

The Board Office noted that area school approval recommendations are submitted to the board in compliance with the administrative rules for area schools established pursuant to the authority conferred by Section 280 A.33, Code of Iowa. Further information was added by the Board Office:

Administrative Rule 5.10 (2)c requires each of the merged area schools that has been granted full approval by the two state boards (i.e., the State Board of Public Instruction and the State Board of Regents) to submit a report by January 1 of each year that provides evidence the institution is making consistent efforts to strengthen the areas in which weaknesses are noted. This administrative rule also requires representatives of the State Department of Public Instruction (DPI) to visit each merged area school at least one day each year to supplement and verify this annual report.

During the 1978-1979 school year, each of the merged area schools was visited by representatives of the State DPI in accord with Administrative Rule 5.10 (2)c. At the invitation of the merged area school superintendents, these visits also included representatives of the State Board of Regents. Each visit included opportunities for the visitors representing the two state boards to meet and confer with administrators, faculty, and students and included a review of the recommendations of the previous year.

Following the site visitations, the annual visitation reports were accepted by the Joint Committee to Review Area School Approvals which was composed of the nine-member Regent Committee on Educational Relations and an equal number of staff representing the State DPI.

The Board Office noted that a complete copy of the annual evaluations of area schools is on file in the Board Office. The Board Office also suggested that the Regents Educational Relations Committee should be commended for time and effort spent in making these annual visits a meaningful endeavor.

This is an important function for the State Board of Regents and requires a considerable amount of individual effort on the part of the committee members. It is our understanding that the staff from the DPI have been particularly pleased with the committee's work this year and the congenial relationship which its chairperson, James Schnur, has provided this year.

MOTION:

Mr. Brownlee moved approval of the recommendations of the Educational Relations Committee regarding area school approval. Mrs. Belin seconded the motion.

Mrs. Belin said the service assignment carried out by members of the Regent committee should be commended. In response to a question from Mr. Neu, Dr. Barak reported that three persons from each university are members-- Fred Schlunz, Virgil Lagomarcino, and Paul Morgan, of Iowa State University; Duane Anderson, W. Albert Cox, and Ernest Zuber, of the University of Iowa; and Robert Leahy, James Schnur, and Clifford McCollum from the University of Northern Iowa--as is he. He said the committee met with the DPI committee last Friday to target areas for next year. They are attempting to organize so that highlights can be looked at every year; otherwise they will be spread too thin.

In response to a question from Regent Belin concerning the matter of articulation of area school courses with those at Regents universities, Associate

Dean Schnur commented that articulation is a concern of the committee and that it varies from institution to institution. He added that this is an ongoing activity always under investigation. Overall, he said, the committee feels this has been improving over the past few years.

A discussion of the statutory basis for the presence of Regents' representatives on the review team was clarified by Dr. Barak, who noted that, except for assistance in setting up standards for area school approval, the Regents have been removed legally from participation in annual reviews. Although their participation was required in the past, the statutory section was removed recently without the Board Office's knowledge. The Board Office believes, however, that the remaining statutory authority (approval of standards) is sufficient to justify involvement of Regents' representatives on the review team visit. Dr. Barak added that the section that was removed concerned budget appropriations.

Executive Secretary Richey said that the change was overlooked by the Board Office because a repealer (a one-liner that repeals a section) was printed and then the portion of the statute left in was printed as a newly-proposed section. On the surface, this change did not seem to apply to the Regents because of the titled used. The Board Office now examines every educational bill, regardless of how innocuous it appears.

President Petersen stressed that the work of the Committee on Educational Relations is an important function, not only for the standards of the institutions but for the flow of students and articulation of programs back and forth.

VOTE ON MOTION: The motion passed unanimously.

F. University of Northern Iowa Proposed Doctor of Education Degree. The Board Office recommended: 1) that the board not approve the Doctor of Education degree but, (2) if the board should be inclined to approve this program, that it not be done until completion of a comprehensive and objective study of all doctoral programs in education and related manpower needs at all three universities.

The Board Office reminded the board that at its May meeting, the board referred to the Interinstitutional Committee on Educational Coordination (ICEC) and the Board Office a proposal by the University of Northern Iowa to establish a doctor's degree in education. The ICEC has reviewed this proposal. Though the review does not make any specific recommendation, it does raise a number of important issues which need to be addressed, according to the Board Office. Among these issues are quality, cost, and need for the proposed program.

The Board Office noted that it agreed with the assessment of the ICEC that "the issue...is not the quality of the University of Northern Iowa as a teacher-training institution," because it is evident that the program was carefully planned and that considerable effort was expended to assure the development of a high quality proposal, including the use of outside consultants, surveys of former students and alumni, and sharing of the proposal with others who could provide perspective.

The Board Office noted that it, too, had shared the proposal with others and has compared the program components with similar programs offered regionally and nationally. "The almost unanimous response to the above efforts has been a positive indication of the quality of this program."

GENERAL

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The second factor examined by the Board Office is the matter of cost. The university indicates in its proposal that the cost for implementing the proposed program is approximately \$179,852.00, with most of the funds directed to hiring of three additional faculty members and eight assistants. The university proposes to seek funding from five sources: 1) internal reallocations within the College of Education; (2) budgetary increases in appropriations from the state legislature and the Board of Regents; (3) anticipated graduate level tuition increase from new student enrollments; (4) additional grants, gifts, contracts; (5) new support derived from anticipated services income and public and private grant income "College of Education Research and Development Center." The Board Office concluded that the additional cost requirements are relatively modest and present no major problem other than those noted in relationship to duplication.

The third factor the Board Office examined is the question of need and the related issue of duplication. The Board Office noted that the title chosen by the University of Northern Iowa is consistent with the requirements of the program, although there appears to be only minor differences between the proposal and programs in place at the other Regent universities. This fact, noted the Board Office, raises a serious question regarding the need for the proposed program. "Although the University of Northern Iowa did note the results of a need survey, there is a question as to the reliability of this information," because it is not clear if those questioned were aware of the programs available at the other institutions, particularly the "practitioner-oriented possibility."

The duplication might be acceptable, continued the Board Office, if it were proposed in a field predicting increased future needs; however, the degree is proposed for an area experiencing national declines now and in the future. Demographic information regarding projected school enrollments and the need for instructional and administrative personnel do not indicate a bright future. In addition, similar programs proposed in the Midwest and nationally have been disapproved or placed in a moratorium.

The Board Office reported that a recent graduate education report noted the role assigned to the states and noted that "once states have accepted responsibility for supporting graduate education, they must accept responsibility for planning or making choices." Consideration must be given to manpower needs, resources to be distributed, and the respective contributions of private and state funded institutions to graduate education.

The Board Office concluded that:

... in spite of the excellent potential for graduate study in education existing at the University of Northern Iowa and the clear relation of the proposed program to UNI's mission, that the need for the program has not been adequately justified. Future resource allocations may make it difficult for the state to support adequately three already existing doctoral programs in education.

On the basis of this reasoning, I recommend that the program at the University of Northern Iowa not be approved. If, however, the board should be inclined to approve this proposed program, it is my recommendation that it not be formally approved until after a comprehensive and objective study of the doctoral level activities (present and proposed majors and minors) of all three Regent universities and possibly including Drake University.

This study would be conducted by outside consultants selected by the Interinstitutional Committee for Educational Coordination and the Board Office following widely used procedures for this purpose.

President Petersen directed the board's attention to a listing of Ph.D. programs in Education offered at the University of Iowa and Iowa State University for reference purposes.

President Kamerick noted two areas of agreement relating to the UNI proposal: everyone agrees the program has been prepared thoroughly and that the cost implications do not constitute a major objection or obstacle. He said the latter would be carefully examined by the North Central Association evaluation and review, should the program be approved.

On need, President Kamerick noted that when he presented the proposal to the Iowa Coordinating Council for Post-High School Education in May the first comment was made by the president of one of Iowa's prestigious colleges who said, "What took you so long?" He said the meaning of this is clear: UNI should have offered this much earlier, a common opinion of the professionals.

Historically, President Kamerick said, the university has been associated with the discipline of professional education, almost exclusively so until recent years. The case in history and in quality is strongly supportive of an Ed.D. program. He said that for the past several years, UNI has been proceeding cautiously to develop a doctorate for the professional practitioner on the assumption that the board was agreeable in principle to the offering of a terminal degree in professional education by UNI. He said the university had told the board and the Board Office staff that UNI intended to submit a program and, perhaps erroneously, interpreted various signals and cues as indicating that there was not adamant opposition to this action. However, he said, we "never for a moment assumed that the board would automatically approve an Ed.D."

President Kamerick then reminded the board of previous discussion concerning a UNI proposal which was turned down (July 28, 1977, Minutes, p. 54) and subsequent action:

Mr. Bailey moved the board defer action regarding the Board Office recommendations on an interinstitutional study on duplication and approval of the development of a "letter of intent" mechanism. He recommended these items be supported with additional information and that they come back to the board for further deliberation. Mrs. Belin seconded the motion and it passed unanimously.

President Petersen commented with respect to the mission of the University of Northern Iowa. She said that unless there would be some objection, it would stand that the University of Northern Iowa is an institution of limited scope with the possibility of offering the doctorate degree in select areas where the strength of the institution indicates that it could do so. She said she felt that position was also upheld by Mr. Richey. There were no objections raised to that position.

President Kamerick said he was, in consequence, somewhat surprised by the Board Office recommendation that the degree not be approved. Further, that the recommendation for a study is belated in view of previous responses when the idea was first proposed or, at least, during the last years when the program was being formulated. President Kamerick continued:

Now that the proposal is before the board, we think it is a little late for the type of study which is being recommended. We would not have proceeded with the program proposed if we had any doubts about the general receptivity to this degree. In the absence of a study, we did conduct our own survey, bringing in outside consultants and conducting extensive surveys.

President Kamerick added that the university was grateful to the other institutions for cooperation they provided in the developing of the proposal. The Colleges of Education at the other two universities provided valuable criticism and sympathetic responses.

In summary, he said, the university had interpreted responses to the idea of a doctorate as generally favorable by the board, the public, and colleges. He urged approval of the proposal, which he said would not be offered next year but the following year and would not be offered at all unless it received North Central Association approval.

Vice President and Provost Martin indicated that he would not belabor his opinions because they were presented in a letter included with the docket. He stressed, however, that the university has a historical obligation to offer a capstone professional degree so that education at UNI will be complete from the baccalaureate level to the final professional degree. Although offering doctorate degrees in other areas would be "inappropriate, ill advised, and unnecessary, in the area of education we think it is necessary and advisable."

In response to a question from Regent Harris concerning the blurring of differences between the Ed.D. and the Ph.D., Dean of the College of Education Nitzschke said that there is a distinction between the two degrees that is "not insignificant": if a degree is research-based it ought to be a Ph.D; if practice-oriented, an Ed.D. degree. Dean Nitzschke added that "The state needs both of these degrees and needs both of these distinctions."

Regent Harris said that he had come with questions which had been answered to his satisfaction and that, although there may be similarities between the Ph.D. and Ed.D. to be offered (not knowing what Drake has), the University of Northern Iowa has demonstrated that there is a need, that they have a quality program, and that they can offer it at a reasonable cost. He said that since he had been a member of the board he has come to feel that UNI probably ought to offer two doctorate degrees and that the second one they ought to offer is the Ed.D.

MOTION:

Dr. Harris moved the board approve of the Doctor of Education degree proposed by the University of Northern Iowa. Mr. Slife seconded the motion.

Regent Slife said that he had some real reservations when the board approved the University of Northern Iowa's granting doctoral degrees in view of declining enrollment and limited resources. But the board did take that step and, having made that decision, almost foreordained that the university offer a doctoral program in education. "It is inconceivable that we would tell the state and the university that UNI is a doctoral-granting institution but not in its area of central mission, not in its area of greatest strength, not

in its area of well-deserved national reputation as one of the premier institutions in the training of teachers. For us to say that UNI grants doctorates, but not in the area of its central mission borders on the ludicrous."

Regent Slife said he did believe that the board could say to the university, "This is it, you are a medium scope university, and we are not going to have a whole bunch of programs. You can have a program in your greatest strength, but do not be developing other doctorate programs." He said he was sympathetic with the Board Office concern about duplication, limited resources, and proliferation of programs but did not believe the program should be held hostage to an investigation of what is going on at the other two campuses.

Regent Bailey agreed with Regents Harris and Slife in supporting the proposed degree program but suggested that the board had not done enough planning on a system-wide basis and proposed that such action be initiated.

Objections to the proposed Ed.D were presented by Regent Shaw:

If a student wants a doctorate in education, there are 23 subprograms under education doctorates in Iowa right now with 83 persons enrolled--a very expensive proposition.

Students wait in long lines to get into certain classes, with registration closed after a half hour. We don't need another program--that's not the place to put our resources.

Faculty, institutions, and programs will be hurt when we undertake to do that which we don't have to do, or there is no great need for.

Where there is a definite need, where great resources are not needed, where there is not much duplication, the universities should be allowed to proceed--as in the D.I.T.--but approval should not be a matter of pride or image.

Regent Wenstrand said that although he did not favor approval today, he would like to see "where we are." He recommended that the board examine what the state institutions are offering and decide if, in the best interests of the state, the board should redirect or direct the emphasis to UNI. He said he was uncomfortable with approving one program when the possibility exists that UNI should have more.

Regent Harris disagreed with the necessity to have more information. "It is the responsibility of the Board of Regents to make this decision, and I think that we ought to make it, regardless of which way it goes." He said he also believed that if the university were allowed to offer the degree, it would pull people from all over the country into it. The fact that other institutions are putting their programs in a moratorium, he said, is another reason why the board should allow UNI to get started as soon as possible in granting this degree. Regent Shaw disagreed, saying that the obstacles are too great and the opportunities too small in terms of the number of people. Spending the resources another way would contribute more to education.

Regent Belin said that she thought that UNI would do a superb job of developing this program but was concerned that resources are scarce and that the board is developing and training people for a diminishing field. She said she wants to be certain that the \$200,000 this year and more in the future will be spent most productively. She asked for information on requirements

for trained people in education. Is the state graduating the numbers needed for a declining enrollment? President Petersen suggested that declining enrollments, movement toward smaller numbers of administrative units and few administrative personnel needed indicates that approval of this degree at this time would be a mistake. "Although a critical mass of experts may be assembled at a single institution, that doesn't necessarily mean they then ought to offer a degree, whether or not it is needed by society at that moment." Regent Barber also agreed that a study should be made to determine where the dollars will do the most good.

Regent Slife commented on the changing degree demands in education. He agreed that there will be a deceleration in demand for some degrees but said he did not believe this demand would be reduced because professional educators will continue to upgrade requirements. There may be fewer administrators but there will be more doctoral administrators ten years from now.

President Kamerick responded to Regent's Shaw's comments concerning the importance of pride. He noted that the university did not interpret "pride" in the parochial sense but related it to the quality of the institution. He added that there is a time when it is appropriate to introduce a doctoral program and if that opportunity is not granted, the faculty members who have gathered there in anticipation of that action will begin to drift away to other institutions. In that sense, the quality of the institution declines because the quality of the institution is the quality of the faculty assembled for instruction.

Dean Nitzschke reported that the university had made an objective, rational, thorough study; there is no need for another one. He said he had worked with personnel from the other Regent universities every month for three years and knows what their programs are. He said he also knows that the consumers out in the schools are telling us they want a professional educational degree in Iowa, because there is no opportunity in Iowa to obtain the appropriate degree for their jobs. Declining enrollments will force elementary and secondary teachers to seek a professional education degree so they may continue employment in their profession. Dean Hoops echoed Dr. Nitzschke's remarks and said there is a clear trend in professional colleges of education to shift emphasis from undergraduate to graduate programs, to train better and better.

Dean Hoops also noted that the university would not be using funding that is needed elsewhere. The university needs the contributions of graduate assistants who will seek the higher degree UNI offers. Both needs will be met if the proposal is approved.

Superintendent Giangreco pointed out that the Iowa School for the Deaf has gone begging for specialists and the University of Northern Iowa has come to the rescue because it is committed to the area of special education. He said that some persons who worked at the school had to leave to finish their degrees elsewhere.

Associate Dean Schnur said that the university had not played the traditional ivory tower role but had gone to the teachers and leaders in education in the state. He traced the changing emphasis at the university--in early days it provided well trained teachers, then moved to baccalaureate and master's degrees as needs changed, e.g., ten years ago the master's degree became a requirement for permanent certification in special education.

Mr. Richey noted that the University of Northern Iowa proposal is for a broad grant of authority which contrasts with his alternative recommendation for a specialized approach for doctoral needs in Iowa. He said that after the study the board could determine where the Ed.D. should be offered. Dean Hoops replied that a specialist degree in the practice of education (Ed.D.) is not to be confused with a Ph.D. degree in which an individual with prior training may study an area of specialization further. The Ed.D. is a practical degree in a variety of environments.

Regent Shaw expressed his concern that resources which might have been spent elsewhere have been diverted to the development of this proposal on the assumption the board would approve it. He said he disapproved of degree escalation.

Regent Bailey said he thought the board might be derelict, in view of the Legislature's 1967 designation of UNI as a university, in not allowing the institution to offer a degree in its area of expertise. Further, other doctorates have been approved with a small demand--two to three people in the whole area. The board is applying a different requirement for this program than it did for others in the past.

Regent Belin reiterated her request for a survey that will show the numbers of doctorates needed in Iowa and in what areas needed. Mr. Richey added that such a survey could disclose the programs the Regent institutions and Drake are now offering (status, quality, planning, etc.), how the UNI proposal would dovetail with existing programs, and whether the proposal is duplicative. Regent Belin said the board would be fulfilling its main function, governance of state universities, if it not only tried to tailor this proposal to fit needs but dropped programs at other universities if the survey finds they are not working or producing. The survey should not be just UNI-directed.

Opposition to a study was voiced by both President Parks and Vice President Christensen, who said a study would intensify the emotional strain and would be costly and time consuming.

Ross Nielsen, Head, UNI Teaching Department, noted that for eight to ten years he has been receiving a message from classroom teachers as he travels about the state that the university should have a doctorate.

Concluding discussion by the board concerned the cost of the Ed.D. proposal:

Regent Brownlee suggested that the board go to the General Assembly, explain the need for this program, and ask for resources.

Regent Bailey said it would cost the board also if the program were not approved, because faculty members of stature will leave UNI if the Ed.D. is not approved. The university would then need to budget money to obtain quality faculty or suffer a reduction in stature.

VOTE (on Harris motion): The motion failed, with Regents Harris, Bailey, and Slife voting aye.

Mrs. Belin said she is in favor of the board approving a study along the lines of the discussion at a low cost to be reported back to the board in no longer than six months. Although she approves of the Ed.D. proposal, she wants a system-wide approach made so the board can be sure that the degree is needed and that the state can support it. Mr. Richey added that reconsideration of the Ed.D. could be included as part of the motion.

Regent Shaw suggested that the study also include as a separate item what the financial picture at the University of Northern Iowa will be in the educational area three years from now if the proposal is approved or is abandoned.

MOTION:

Mrs. Belin moved the board approve a comprehensive and objective study of all doctoral programs in education and related manpower needs at all three universities at reasonable cost reported in no longer than six months, at which time the board will reconsider the request of the University of Northern Iowa for an Ed.D. degree. The study is to include a report on the financial picture at the University of Northern Iowa covering a three-year period assuming that the Ed.D. is initiated and assuming that it is not initiated. Mr. Slife seconded the motion, and it passed unanimously.

Mr. Richey suggested that the Interinstitutional Committee on Educational Coordination and the Board Office work together on an outline of the study and report back to the board in July.

ANNUAL REPORT ON TENURE AT REGENT UNIVERSITIES, 1978-1979. The board was requested to receive the report on tenure at the three Regent universities.

The Board Office noted that each university is required to submit annual reports on the operation of tenure policy (Section 4.06C of the Procedural Guide). Statistical information presented by each institution offers the board an indepth look at specific faculty changes in each college and department; however; such information presents a partial view of faculty staffing and does not consider institutional vitality, faculty quality, and institutional history involved in tenure considerations of each institution. While data are valuable in making decisions about staffing patterns, they are one of a number of considerations.

The Board Office reported that declining higher education enrollments and stabilization in faculty size are causing concern about the percentage of faculty tenured at a given institutions. A nationally discussed rule of thumb suggests that not more than one-half to two-thirds of the faculty should be tenured in order that opportunities for young faculty, women, and minorities and institutional vitality not be diminished. A recent American Council on Education study reported that 53 percent of full-time faculty members at higher educational institutions have tenure. When only institutions with tenure systems are considered, the figure is 56 percent.

Tenure policies have been impacted by the Age Discrimination in Employment Act Amendments, which raised the mandatory retirement age to 70, effective January 1, 1979, according to the Board Office. Although the amendments exempted tenured faculty and administrators until 1982, the majority of institutions nationally, including Regent institutions, treated faculty equally with professional and scientific employees who are covered by the new law.

The Board Office noted that this retirement policy change may affect institutional vitality if faculty members decide to stay on to later ages. This uncertainty is aggravated by the fact that the median age of faculty members nationally is 42, with the majority of faculty members in the 30-44 age group not reaching retirement age for 15-30 years. Median ages reported in the Regent Retirement Study Committee Report of December 1978 are: University of Iowa, 39; Iowa State University, 40; and the University of Northern Iowa, 42. Approximately 47 percent of faculty at the University of Iowa, 55 percent at Iowa State University, and 48 percent at the University of Northern Iowa are in the 30-44 age group.

The Board Office noted that a recent survey of 1200 colleges and universities showed a declining trend in awarding tenure. Although 69 percent reported an increase of more than 5 percent in the number of tenured faculty from 1968-1974, only 46 percent anticipate an increase through 1980. Reports suggest that an already high ratio of tenured to nontenured faculty acts as a barrier to the hiring of new tenure track employees as universities make more temporary appointments of doctoral graduates. Data from Regent universities indicate that faculty retirements at the mandatory age from 1975-1977 were 65 percent at SUI; 35 percent at ISU, and 48 percent at UNI.

The Board Office noted that institutional concern about the format of tenure reports was resolved in 1976 when the Board Office and the Interinstitutional Committee on Education Coordination jointly developed a format which includes: (1) faculty on tenure track by college and department; (2) faculty not on tenure track (adjunct, visiting, clinical and other nontenure track faculty); and (3) summary of sections 1 and 2.

Board Office analysis of data provided by the institutions discloses the following:

SUI - 45.5% of total faculty tenured/67.3% of faculty on tenure track are tenured
(if nontenure track faculty from health colleges are eliminated, figure is 58.5%)

ISU - 66.0% of total faculty tenured/76.0% of faculty on tenure track are tenured

UNI - 54.5% of total faculty tenured/74.0% of faculty on tenure track are tenured

While the percentages give an idea of overall tenure rates, they do not give an idea of the flexibility in the departments, which generally constitutes a major means of providing instruction, research, and service. The Board Office noted that it is essential to try to maintain flexibility at the departmental level in order to reallocate resources as enrollments decline and/or as students' interests and manpower needs shift.

The Board Office listed, by institution and within institution by college, departments at Regent universities that have more than 70 percent of their faculty tenured. According to the data, 22 departments at the three universities have 90 percent or more of their total faculty tenured; 70 departments have more than 70 percent of their total faculty tenured (compared to 62 last year and 64 the year before). Of these 70 departments, 24 are at the University of Iowa (25 percent of all departments); 37 at Iowa State University (51 percent); and 9 at the University of Northern Iowa (26 percent).

Of colleges and departments that have more than 70 percent of their total faculty tenured, only one granted tenure to two or more faculty members within the last few months, a decision that is not reflected in the institution's report (mathematics at SUI where the percentage in that department was 81 before three new tenure decisions were made).

No colleges at Regent universities have more than 70 percent of their total faculty tenured except the Colleges of Agriculture (71 percent) and Engineering (81 percent) at Iowa State University. These two colleges house 19 of the 37 departments at Iowa State that have more than 70 percent of their total faculty tenured. According to the Board Office, areas that tend to be tenured in across institutions include sciences and mathematics, certain areas of the humanities, and engineering. This is compared to nine such departments in 1977 and three in 1978, an indication that institutions are making an effort to reduce the number of departments that are very highly tenured.

The Board Office reported that other factors besides the percentages of tenured faculty in a given department or college must be considered when making tenure decisions, if young faculty members, women and minorities are to be let in and to be advanced as befits their talents. Quality, stability, and curricular growth are noted by the Board Office as vital considerations in tenure decisions.

The Board Office noted that the change in the percentage of female tenure track faculty (a +2 percent at SUI over three years; -1 percent at ISU, and +2 percent at UNI) is small and that it does not appear that much progress has been made regarding employment of female faculty members on tenure track during the last several years.

Board discussion touched on each university's report:

University of Iowa

Vice President Brodbeck noted that the university's tenure percentage is relatively constant, although the percentage of total faculty who are tenured has decreased slightly from 45.7 percent in 1977-1978 to 45.6 percent in the current year and the percentage of total university faculty on the tenure track decreased from 72 percent in 1976-1977 to 69 percent in 1977-1978 to 67.7 percent in 1978-1979. She said the decreases indicate that the university is more careful in giving of tenure and that some appointments are being made at the junior level.

In response to a question from Regent Belin concerning the hiring of faculty who are not on tenure track, Vice President Brodbeck noted that there are various kinds of appointments--some who have an affiliation with but are not a part of the teaching staff; some who do not have a terminal degree, etc. are not on tenure track.

Vice President Brodbeck replying to a question about women coaches noted that before last year the coaches in women's athletics also had tenure-track appointments because they were part of the instruction staff, although male coaches had previously been separated from instruction. The new system is mutually satisfactory because the women coaches did not want the teaching responsibility.

President Petersen received the report on behalf of the board.

Iowa State University

Vice President Christensen added that Iowa State University is also utilizing adjunct appointments more and more and that visiting professors provide variety from different viewpoints. In addition, the promotion and tenure committees are scrutinizing tenure nominations carefully. Many tenure nominations are turned down or postponed. In response to President Petersen, Vice President Christensen said the university has no arbitrary quota but keeps the door open.

Regent Bailey questioned Vice President Christensen about the possibility of faculty members accepting visiting professorships at other institutions, reporting that a University of Iowa faculty member said there are no replacements. Dr. Christensen said that if faculty teach elsewhere, they provide money for replacements or if they take a leave without pay, their salary will pay a replacement. Regent Bailey said that dollars are not the problem--finding the replacement is. President Parks commented that the university is able to provide high quality faculty on a visiting basis.

President Petersen received the report on behalf of the board.

University of Northern Iowa

Vice President Martin said that the University of Northern Iowa reports the same general trend as the other two institutions and is encouraging temporary appointments. He referred the board's attention to the university's problems in the School of Business where, because of the marketplace pressure, the university is using more temporary and part-time faculty in order to staff as many courses as possible without corrupting the recruitment or tenure standards. In other areas, department heads are bringing in visiting faculty and are making tenure decisions carefully.

Regent Shaw noted that the institutions are in danger of driving good people out because they will not put up with difficulties in breaking into academic work. He said he hopes they are able to be selective so outstanding faculty will receive more than short appointments. Vice President Martin replied that retirement policies affect university efforts to maintain flexibility and diversity. It would be helpful he said if early retirement could be encouraged so outstanding younger faculty do not become disillusioned.

President Petersen received the report on behalf of the board.

Regent Wenstrand commented that the institutions have relatively young faculties who will be around for a long time, with the possibility that the universities will lose their flexibility. President Boyd noted that

all of the institutions share this concern. The University of Iowa combines its tenure statement with a vitality statement. President Parks agreed that, with the high percentage of tenured faculty the institutions have, all will have to be very inventive and work at keeping the faculty alive, vigorous, and moving forward. The faculty improvement leave system, which brings in visiting professors, contributes to maintenance of faculty vitality.

President Petersen received the Annual Report on Tenure at Regent Universities, 1978-1979, on behalf of the board.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION. President Petersen noted that the Coordinating Council has adjourned until fall. She reported that the council had corrected a mistake in its Data Digest which incorrectly showed a decrease in enrollment in the area colleges.

She said the council had also discussed the lines of communication and reporting of the Steering Committee of the Lifelong Learning project, the regional clusters, and the Education Information Centers. The council has diagrammed the communication lines and has solved the problem. She noted that delivery of services in Lifelong Learning requires working together of public and private institutions. Although the council works along in a slow, methodical pattern, continued commitment to working together produces results.

President Petersen reported that she is now Vice Chairman of the Iowa Coordinating Council.

IOWA COLLEGE AID COMMISSION. No report was presented from the Iowa College Aid Commission.

FINAL REPORT ON 1979 LEGISLATIVE SESSION. The Board Office presented a comprehensive final report on the 1979 session of the General Assembly which adjourned on Friday, May 11, 1979.

The Board Office reported that the Legislature completed action of 36 bills which were of some interest to the board or one or more of the institutions. Of those 36 bills, all but H.F. 671 have been signed by the Governor. H.F. 671 was vetoed on June 10.

Seven appropriations bills of interest to the board were approved by the Legislature:

S.F. 485 contains most of the operating appropriations for education for fiscal years 1979-1980 and includes these appropriations to the board or the institutions:

	1979-80	1980-81
Board Office	\$ 352,000	\$ 356,000
Western Iowa Continuing Education	100,000	100,000
Enrollment Increase Costs	500,000	600,000
Institutional Salaries, Support & Maintenance (all institutions)	222,882,100	231,582,400
Family Practice Program	1,085,000	1,195,000
Federal Funds Losses - Capitation Grants	400,000	---

Section 17 of S.F. 485 increases appropriations to the livestock disease fund from \$200,000 to \$300,000 annually and Section 27 requires the State Board of Regents to increase the energy efficiency of its motor vehicle fleet and to report on such progress by February 1, 1980.

Other appropriations in this bill cover:

Biennial appropriations for the Iowa Commission for the Blind
Biennial appropriations for the Iowa College Aid Commission
and loan and grant programs it administers (including a new program to purchase seats in schools of podiatry)

Biennial appropriations for the State Educational Radio and Television Facility

Biennial appropriations for the operations of the Department of Public Instruction (including additional programs for gifted and talented children)

Biennial general state financial aid for merged areas

Section 26 of S.F. 485 continues the concept of pass-through for fuel and purchased electricity. The Governor vetoed Section 10, which delegated authority to the Board of Regents to act as the exclusive representative of the state of Iowa with respect to its faculty, scientific and other professional staff.

2. S.F. 487 provides biennial operating appropriations for the Iowa Mental Health Authority for salaries and support.
3. S.F. 498 makes a supplemental appropriation to the Board of Regents of \$550,000 for the fiscal year ending June 30, 1979, to replace funds used by the institutions under the board's control to pay actual costs for the purchase of fuel and purchased electricity, which exceeds \$14,282,000.
4. S.F. 499 relates to compensation and benefits for state officials and employees by specifying salary rates and ranges and providing salary adjustments, increasing mileage reimbursement rates for public officers and employees, making coordinating amendments to the Code and appropriating funds.
5. H.F. 742 appropriates funds to executive, legislative, and judicial departments and agencies and includes several sections pertinent to the State Board of Regents:

\$76,500 is allocated for each year of the coming biennium for distribution by the State Board of Regents to the Census Data Centers of the three state universities.

\$585,000 is appropriated to the Legislative Fiscal Bureau for the biennium to develop, maintain, and use a data processing interactive decision evaluation action system.

\$70,000 is appropriated for 1979-1980 and \$80,000 for 1980-1981 to the Legislative Fiscal Bureau to conduct program evaluations, at the direction of the General Assembly or Legislative Council, of any agency of state government.
6. H.F. 764 makes all appropriations for capital projects for state agencies for 1979-1981. Appropriations to the Board of Regents are discussed on pp. 733-736 of these minutes. The rest of the appropriations made to state agencies from the general fund total \$22,942,900.

7. H.F. 734 appropriates \$300,000 for the biennium to Iowa State University to conclude the coal research project and provides that funds appropriated in the 1978 Session for ethanol research shall not revert to the General Fund until June 30, 1980. The 1978 Session appropriated \$51,000 for the purpose of designing and assembling a farm scale plant for the production of ethanol from grain and waste products available on a farm. These funds would normally have reverted on June 30, 1979.

Four education bills were approved by the Legislature:

H.F. 307 amends Section 294.2 of the Code and prohibits retroactivity of requirements once a teacher has received endorsement and approval to teach a specific subject if the certificate of the teacher is valid.

H.F. 374 relates to the issuance and renewal of teacher certificates and attempts to make the statutes and rules coherent.

H.F. 60 provides that area education agency administrators provide professional teacher meetings or other fieldwork to improve instruction in each area education agency and eliminates unnecessary procedures and paperwork.

H.F. 659 eliminates dollar limitations on salaries of Area Education Agency administrators but prohibits increases from exceeding by more than 7 percent the salary in the preceding school year.

Four bills relating to personnel matters were approved by the Legislature:

H.F. 10 requires employers to replace or repair crutches, artificial members or appliances damaged during employment or in conjunction with a personal injury entitling the employee to disability benefits.

H.F. 680 relates to discrimination on the basis of sex and age in conditions of employment and retirement and eliminates retirement age for IPERS members only, but provides, with the exception of certain executives or a person covered by a collective bargaining agreement in effect on September 1, 1977, for retirement at 70.

S.F. 373 tightens up oneligibility for unemployment compensation.

S.F. 489 relates to administration and benefits of the IPERS retirement system. It does not provide for any substantive increase in employer/employee contributions, nor does it provide for any increase for present retirees.

Seven bills were approved relating to state government matters:

H.F. 108 corrects language of a bill passed previously dealing with establishment of a Division of Risk Management in the Department of General Services.

H.F. 645 makes minor technical changes in the way invoices are submitted by institutions which seek tax refunds on motor fuel.

H.F. 745 provides that state agencies and institutions seek refunds of motor fuel taxes. Formerly, motor fuel was sold tax free to state agencies and institutions.

H.F. 719 delegates new responsibilities to the Department of Environmental Quality for hazardous waste management. This act is of importance to operations of the Ames Laboratory and the State Hygienic Laboratory.

H.F. 679 establishes a commission to review the regulation of occupations and recommend to the General Assembly whether the profession or occupation should become or continue to be regulated by the state and the degree of regulation that should be imposed.

S.F. 149 changes the membership of the Iowa Law Enforcement Academy, effective January 1, 1980, and eliminates the appointment of any higher education representatives. The Governor has been asked to appoint a representative from higher education under the section of the act in which he appoints three residents of the state.

S.F. 456 amends Chapter 7A of the Code to require certification from the auditor or auditor's designee prior to awarding a grant or purchase of service contract to a private agency that the grantee has an accounting system adequate to effect compliance with the terms and conditions of the grant or contract when the contract exceeds \$150,000.

Three bills dealing with health matters were approved:

H.F. 677 amends statutes governing support of the mentally ill and the medical assistance programs to enable certain patients hospitalized for mental illness to receive medical assistance.

H.F. 725 corrects the certificate of need law enacted in 1977.

S.F. 93 relates to the use of diagnostic pharmaceutical agents by optometrists and sets forth the requirements for certified licensed optometrists.

S.F. 451 postpones establishment of a unified state mental health agency to July 1, 1980, with implementation to occur not later than July 1, 1981.

Four corporate and banking bills were approved:

S.F. 438 relates to the retention of the corporate existence of merged or consolidated nonprofit corporations for the purpose of receiving property by device, bequest, gift, or grant. The need arose because of planned merger of two affiliated organizations at Iowa State University.

S.F. 448 permits cities and counties to issue revenue bonds for the purpose of financing projects for the use of a state of Iowa institution under the jurisdiction of the Board of Regents and was suggested by alumni and University of Northern Iowa Foundation groups.

H.F. 139 makes technical corrections in computation of individual and corporate income tax and the franchise tax to comply with recently passed amendments to the federal internal revenue code.

H.F. 649 makes changes to the Iowa banking law, including one which mentions specifically the State Board of Regents. The first section on pledging assets reads:

To secure deposits when a customer is required to obtain such security by laws of the United States, by any agency or instrumentality of the United States, by the laws of the state of Iowa, by the State Board of Regents, by a resolution or ordinance relating to the issuance of bonds, by the terms of any interstate compact or by order of any court of competent jurisdiction.

Three bills relating to agriculture were approved:

H.F. 451 makes permanent the prior temporary restriction on increase of holdings by corporations and trusts of agricultural land in Iowa. One of the restrictions relates indirectly to the farm operations of Iowa State University. The restriction does not apply to agricultural land acquired by a corporation for research or experimental purposes, if the commercial sales from such land are incidental to the research or experimental objectives of the corporation, and agricultural land acquired for the purpose of testing, developing, or producing seeds, animals, or plants for sale or resale to farmers or for purposes incidental to those purposes.

H.F. 671, vetoed by the Governor on June 10, 1979, relates to the administration of the Bankhead-Jones Farm Tenant Act funds which have been used primarily for college loans and scholarships for rural youth. The appointment procedure and the possibility that the legislature might exercise a veto by concurrent resolution to approve or abolish the committee were reasons cited for the veto.

H.F. 148 relates to the ownership of land by non-resident aliens.

Three bills on miscellaneous matters of interest to the board were approved:

H.F. 670 states that it is the policy of Iowa to provide for the rehabilitation and conservation of land affected by coal mining and preserve natural resources, protect and perpetuate the taxable value of property, and protect and promote the health, safety, and general welfare of the people of Iowa.

S.F. 4 treats the concealment of library materials the same as any other unpurchased property to be evidence of shoplifting.

H.F. 669 requires a life-cycle cost analysis for certain governmental construction projects. Commencing January 1, 1980, a public agency responsible for the construction or renovation of a facility shall in the design begun after that date include as a design criterion the requirement that a life-cycle cost analysis be conducted for the facility to optimize energy efficiency and acceptable life-cycle costs. The life-cycle cost analysis must be approved by the public agency before contracts for the construction or renovation are let. The agency may accept a facility design and shall meet the requirements of this act if the design meets the operational requirements of the agency and provides the optimum life-cycle cost. The public agency shall retain a copy of the analysis and a statement justifying a design decision, both of which shall be available for public inspection at reasonable hours.

This act will impact the construction of the Library Addition at Iowa State University; a vocational Building Addition at Iowa School for the Deaf; and possibly the renovation of Old Veterinary Quadrangle at Iowa State University if contracts are not let before January 1, 1980. All future major projects will be impacted by this legislation.

The Board Office noted that the final summary report on the 1979 Legislative Session, included with docket materials, shows that over 200 bills carried over to the 1980 Session will be followed by the Board Office.

The Board Office reported that on pp. 1698-1999 of the Senate Journal for the final day of the session, Friday May 11, 1979, are the Governor's appointments to the State Board of Regents which must be approved by the Senate. S.J. Brownlee is reappointed for a six-year term, and Ann Jorsensen and Arthur J. Neu are appointed for six-year terms commencing July 1, 1979. The same journal lists appointments of senators to investigating committees: the chairperson of the committee for Mr. Brownlee is Senator DeKoster; for Mr. Neu is Senator Nystrom; and for Mrs. Jorgensen is Senator Jensen. The only committee reporting out its action (pp. 1749-1950) is the one for Mr. Neu, which recommended that the appointment be confirmed. No action was taken by the Senate formally on any of the three appointments.

In accordance with Section 262.6 of the Code, the Board Office noted that it appears that the legislature will have to act within 30 days after the convening of the 1980 Session on these appointments.

The Board Office reported that a total of 30 requests for interim studies were contained in resolutions introduced and, in a few cases, in bills passed by the 1979 Session. The Legislative Council has approved 22 study committees, of which seven interest the board or the institutions:

A joint subcommittee of the Commerce Committee will study Iowa's utility rate structures.

A joint subcommittee of the Education Committee will study the K-12 curriculum and another will study educational servicing and funding.

A joint subcommittee of the Energy Committee will study energy availability, use and conservation.

A joint subcommittee of the Human Resources Committee will make a recommendation on the reorganization of mental health functions in the state.

A joint subcommittee of the State Government Committee will study land use.

A joint subcommittee of State Government will study IPERS and pensions.

The Board Office noted that, with the assistance of legislative liaison, it will monitor the activities of these study committees and report to future board meetings. The next session begins January 14, 1980. The Board Office noted that it will begin preparation of a legislative program for board consideration at the September and October meetings and requested that board members and institutional personnel who have suggestions for that program should forward those suggestions to the Board Office.

Executive Secretary Richey noted that the Board Office is getting ready for the second session and will highlight issues and get additional board positions in the fall. He said the whole issue of how the board operates with the legislature will be discussed again at that time.

Mr. Richey commended Mr. McMurray for his efforts in pulling the legislative program together and President Petersen commended the liaison persons who kept track of a variety of legislation and provided input for a number of bills. She said the legislative session was successful for the board in terms of capital appropriations.

President Petersen remarked that she is concerned about the legislature, by resolution, allowing program review (H.F. 742). She said there is no limit on that legislation which may permit audits in areas where it is not appropriate. Mr. Richey responded that funds were also provided for a "trouble shooter" in the Governor's office to review state agencies, a similar operation which will be interesting to watch.

President Petersen received the report on behalf of the board.

REPORT OF COMMITTEE ON IOWA SCHOOL FOR THE DEAF. The board was requested to receive the report of the Regent committee and the Iowa School for the Deaf on the implementation of recommendations made in a January 1978 evaluation.

The Board Office noted that the final report of the three-member Regent committee appointed by the board to study the follow up of evaluation recommendations and the allegations in an August 1978 article indicates that the school appears to be making progress in responding to all the recommendations made in reports prepared for the board as part of both of these studies. Included in docket materials were minutes of meetings held by Regents in May and June 1979 with ISD parents, graduates, and students.

The final report of the committee made five recommendations:

1. That the committee be disbanded, its work having been carried out.
2. That individual members of the Board of Regents be called upon to attend the next sequence of scheduled parent meetings around the state and that Regents meet annually with parents and graduates of Iowa School for the Deaf. There is no need for Regents to meet separately with parents.
3. That the board should support development of meetings with personnel from the Area Education Agencies, the Iowa School for the Deaf, and the public schools.
4. That efforts be made to continue the excellent communication between the parents and the Iowa School for the Deaf and that a special effort be made to keep parents informed regarding situations such as bus breakdowns that occur when children are coming home for the weekend and to carefully diagnose ISD students' illnesses. When communications lapses do occur, ISD should apologize and make every effort to prevent further lapses.
5. That the board should support the request from IPBN for the ISD choir to appear on IPBN.

President Petersen thanked the Regents and others who volunteered to meet with ISD parents. She said it is important to have contacts with parents and students, because communication is difficult. From this time on, the Regents will team up with regularly scheduled meetings around the state.

Mrs. Belin and Mr. Richey commended those who participated in the meetings for their commitment of time and effort.

President Petersen noted that the Regent committee believes that the school is making significant progress in responding to recommendations of the evaluation committee and the study committee in terms of cooperation and attitude as it works with other agencies around the state.

Dr. Harris reported that the presence of ISD staff members--Devine, Grell, Szemplenski, Karli, Seiders, Drake--made a difference in the effectiveness of the meeting. Dr. Harris emphasized several points brought out in meetings and his recommendations as a result of the meetings:

- . Parents believe there should be better public relations efforts made in behalf of the school. Parents of deaf or hard-of-hearing children should be aware of the school's existence.
- . Since a promotion film on the school cannot be used by IPBN, perhaps SUI may make a documentary about ISD and IBSSS from the standpoint of the school.
- . A goal for 1980 was proposed: to do the utmost to promote services available for the deaf both at ISD and in the Area Education Agencies (AEAs).
- . The parents proposed that they and parents of hard-of-hearing or deaf students now in the public schools meet, along with AEA and Regent representatives.

President Petersen said she assumed the recommendations would be forwarded to the school and to the advisory committee, although the Regents are in no position to impose the suggestions. Regent Harris disagreed and stressed that the board should be able to impose such recommendations cooperatively, because many parents do not know where to turn for information. President Petersen suggested that the school and the advisory committee should work through this problem with the AEAs, and Dr. Harris said the board should continue to urge them to do that.

Superintendent Giangreco noted that an IPBN documentary on ISD received state and national recognition. He said the school is now in contact with local newspapers and does send out press releases.

Dr. Giangreco commented that the school shared the board's primary concern with parents. He noted that staff have been meeting with parents for fifteen years. Five teams of two staff members visit the home of each ISD student. He said the school has friends worldwide because of these parent meetings, an activity with the strength of the school behind it. The school considers the program so important that the school has moved funding from Title I to the school's budget. He said that ISD has given parent lists to five AEAs but the AEAs have provided nothing in return. Further, the school has requested permission to attend AEA meetings. President Petersen said that relationships are gradually improving with the AEAs.

Executive Secretary Richey asked Superintendent Giangreco if, under the agreement with the AEAs, the school is invited to participate in the staffing group which determines the appropriate educational program for a deaf or hard-of-hearing child. Superintendent Giangreco replied that, to this point, the school has only been involved when the child cannot come to ISD. President Petersen added that the school does not have an opportunity to participate in joint staffings. Mr. Richey said the Board Office would follow through on that problem.

Dr. Barak reported that the last AEA has signed the agreement with the Regents concerning services to children and that a meeting has been scheduled to commence action, including the exchange of names. He added that the Department of Social Services now wants to set up an agreement with the Regents to facilitate the flow of children back and forth.

The ISD Advisory Committee has met three times and will meet again in September, according to Dr. Barak. The committee will report to the board in October.

President Petersen received the report on behalf of the board

REPORT ON TITLE I FUNDS AND PROGRAM, 1979-1980. The board was requested to approve the amount of \$191,417 in support of education and related programs at the Iowa School for the Deaf for FY 1979-1980 contingent upon the approval of the Iowa Department of Public Instruction and the amount of \$55,614 in support of education and related programs at IBSSS for FY 1979-1980 be given preliminary approval contingent upon the receipt of a line budget including staff FTE and the approval of the Iowa Department of Public Instruction.

The Board Office reported that for a number of years ISD and IBSSS have received federal funds (Title I) in support of program elements essential to fulfilling their responsibilities to handicapped students at the elementary and secondary levels. Levels of support have varied over time in relation to federal allocations made to the Department of Public Instruction (DPI), through whom this support is allocated to ISD and IBSSS in relation to numbers of enrolled students. The Board Office reported that ultimately federal funds will no longer be available and worthy programs will either be absorbed into the general fund budget structure of the campuses or be discontinued.

The Board Office noted elements of Title I budget plans at each school:

ISD Title I Budget Plans. A DPI allocation of \$191,417 is planned for 1979-1980, a significant reduction from 1978-1979 when \$236,814 was approved for operations or 1977-1978 when the allocation was \$207,034 [docket materials incorrectly listed this amount as \$421,653]. Federal fund support since 1977-1978 has been reduced 7.5 percent [correction]. The 1979-1980 budget plan demonstrates \$45,397 in Title I losses, and results in the transfer of two FTE staff parental assistants to the general fund to maintain current levels of program activity.

In addition, the school has deleted one FTE speech therapist position from the current Title I program and added one FTE reading consultant, as a result of program emphasis shift. Aside from this shift, the program supported with 1979-1980 Title I funds continues 1979-1980 programs.

The four basic programs supported in part by Title I include:

- . Instruction - seven FTE certified teachers, one FTE teacher aide, and a part-time therapeutic swimming teacher
- . Academic Support - one FTE teacher aide for audio/media and physical therapy services and one FTE for the director of the Child Study Center
- . Student Services - a part-time dormitory counselor, funding for a houseparent workshop and junior parent workshop
- . Institutional Support - funding for various indirect costs related to administering Title I programs.

Although Title I funding continues to be an integral part of the ongoing education and general operations of the school, it represents only 4.9 percent of total support for 1979-1980. Along with general funds, total resources budgeted for education and general operating in 1979-1980 are \$3,902,417.

IBSSS Title I Budget Plans. A \$55,615 DPI allocation is planned for 1979-1980. The 1978-1979 allocation is \$62,708 and the 1977-1978 allocation was \$58,715. The two-year loss is \$3,101, or 5.3 percent.

The school proposes the following utilization of funds:

- . Recreation Program - \$16,882 (30.3 percent) to continue the program for after class and weekend activity
- . Educational Program - \$27,118 (48.8 percent) in support of instruction
- . Extended School Year Program - \$3,494 (6.3 percent), a new program
- . Curriculum Development Program - \$4,000 (7.2 percent) to establish a new program with the aid of consultants
- . General Expense Program - \$4,120 (7.4 percent) to continue support for Title I.

The school had requested the extended school year program as an essential program adjustment for the 1979-1981 biennium at an estimated cost of .26 FTE staff and \$4,000; however, it did not receive the Governor's recommendation and funds were not appropriated. The program objective is to avoid loss in skills associated with periods of instructional inactivity which occur when educating multiply handicapped children.

The proposed new curriculum development program is to design a comprehensive cognitive and motoric curriculum for multiply handicapped, developmentally disabled, and visually impaired children.

In order to absorb a projected net reduction in funding of \$7,094 from 1978-1979 and new programs for the extended school year and curriculum development budgeted at \$7,494, one FTE staff director for the recreation program has been shifted to the general fund budget. Thus, there has been no reduction in existing services offered through Title I support and new programs can be accommodated under 1979-1980 Title I funding. Education and general operations of the school are supported with Title I funds, deaf/blind grants, and general funds totaling \$2,149,360. Title I will represent 2.6 percent of this total.

Executive Secretary Richey reported that Title I federal funds are allocated through DPI. If the schools wish to spend funds for capital development, they must come to the board when they propose to undertake the projects. He noted that ISD has finalized its budget, subject to DPI approval, but that the budget for IBSSS is tentative.

MOTION: Dr. Harris moved approval of \$191,417 in support of education and related programs at the Iowa School for the Deaf for FY 1979-1980 contingent upon the approval of the Iowa Department of Public Instruction and preliminary approval of \$55,614 in support of education and related programs at the Iowa Braille and Sight Saving School for FY 1979-1980 contingent upon the receipt of a line budget including staff FTE and the approval of the Iowa Department of Public Instruction. Mr. Wenstrand seconded the motion.

Questions concerning extension of the school year and approval of the budget were answered by Business Manager Berry and Mr. Richey. In response to Regent Bailey, Mr. Berry noted the \$3,494 will fund a three-week program for fifteen students. Mr. Richey responded to Regent Belin about the approval procedure. He said that DPI could approve programs before the board does, but approval by both is required. He said the school is attempting to absorb programs in the regular budget in order to remove them from the Title I budget.

VOTE: The motion passed unanimously.

FINAL OPERATING BUDGET - 1979-1980. The Board Office recommended that the board approve: 1) distribution of \$400,000 in appropriations made to the Regents to replace actual losses of federal funds from reduced capitation grants for medical education, with \$340,000 to the University of Iowa and \$60,000 to Iowa State University; 2) allocation of \$300,000 in capital project equipment funds made to the Regents for Colleges of Engineering, with \$50,000 to the University of Iowa and \$250,000 to Iowa State University; 3) reallocation of \$100,000 in appropriations made to the Regents for Western Iowa Continuing Education, with \$39,000 to the University of Iowa and \$61,000 to Iowa State University; and that the board set salaries of the institutional heads for 1979-1980.

The Board Office presented supporting information on each action item:

Federal Fund Losses. Section 9 of the Omnibus Education Bill (S.F. 485) appropriates \$400,000 to replace actual losses of federal funds from anticipated reductions in capitation grants for medicine, dentistry, nursing, pharmacy, and veterinary medicine. The appropriation was based on estimates supplied by the universities totaling \$403,722, with SUI estimating \$343,722 losses in FY 1980 and ISU \$60,000. Actual losses will not be confirmed until grant awards for FY 1980 are received by the universities.

The Board Office noted that it is appropriate in terms of university budget planning to distribute the support to begin the new fiscal year. The university

will budget this support in contingency reserves until the time grant awards are received. At that time copies of grant awards will be forwarded to the State Comptroller for his action and subsequent transfer of the funds to university accounts. The Board Office noted that the board will be kept informed on the status of actual losses for 1979-1980 and potential losses in 1980-1981.

Colleges of Engineering Equipment. Section 13 of the Capital Project Bill (H.F. 764) appropriates \$300,000 for Regent university Colleges of Engineering. The appropriation is unusual because: 1) it has been appropriated as capital project funding, although the rationale for the appropriation was based on instructional program equipment deficiencies; and 2) the appropriation was not requested by the Regents as a specific proposal in the 1979-1981 biennium budget request.

As a capital project appropriation, the \$300,000 is not established as part of the university operating budget base; however, the universities will have four years to expend the funding rather than one year, as under education and general appropriations.

The impetus for the appropriation appears to have been through the Engineering Advisory Board at Iowa State University, in cooperation with the Iowa Engineering Society. The original intent was to seek additional equipment support and have it added to the regular equipment budgets of the institutions; but apparently the timing of the proposal--mid-April--resulted in its addition to the most accessible bill--the capital project bill.

The Board Office reported that although legislative intent concerning distribution of the \$300,000 was not spelled out specifically in the capital projects, bill, it appears to have been based on the approximate size of the two engineering programs and matches the Board Office recommendation.

Western Iowa Continuing Education. The Omnibus Education Bill (S.F. 485) as in 1978-1979 establishes a separate \$100,000 appropriation to the Regents in support of continuing education through the universities. The Regents allocated the appropriation in 1978-1979 with \$30,000 to the University of Iowa and \$70,000 to Iowa State University. Preliminary budgets indicated a continuation of this level of funding; however, final budget proposals allocate \$39,000 to SUI and \$61,000 to ISU in 1979-1980.

The Board Office noted that the interinstitutional committee which reviews these programs concurs with the final proposed allocation for 1979-1981.

Institutional Final Budgets: 1979-1980. Discussion and action on final budgets are found in each institutional section of these minutes.

Final Budget Ceilings - 1979-1980. Details on proposed budget ceilings for 1979-1980 are included in institutional sections of the minutes. The Board Office highlighted changes from those given preliminary approval at the May meeting. All are appropriated funds.

University of Iowa

Medical education capitation fund losses	\$340,000
Western Iowa Continuing Education	9,000

<u>Iowa State University</u>	
Veterinary Medicine capitation fund losses	\$60,000
Western Iowa Continuing Education	(9,000)
<u>Iowa Braille and Sight Saving School</u>	
Appropriation Bill adjustments	<u>200</u>
Total Adjustments Proposed	\$400,200

Enrollments and Tuition. Based on institutional enrollment projections, the 1979-1981 biennium may be the last for several to forecast enrollment increases. For 1979-1980 the overall increase forecast is 1.1 percent in terms of student full-time equivalents and 1.4 percent in terms of fall term headcount. The table below identifies proposed student FTE, headcount, student fee income, and average income per FTE/HC.

ENROLLMENT AND STUDENT FEE BUDGETS

<u>1979-80</u>		<u>SUI</u>	<u>ISU</u>	<u>UNI</u>	<u>TOTAL</u>
Current Estimated Enrollment	FTE	21,535	23,366	9,380	54,731
Current Estimated Enrollment	HC	23,205	23,470	10,596	57,271
Current Budgeted Student Fee Income (000s omitted)	\$	\$21,034	\$21,630	\$ 7,006	\$49,670
Average Revenue per Estimated Student FTE	\$/FTE	\$ 977	\$ 926	\$ 713	\$ 908
Average Revenue per Estimated Fall Headcount	\$/HC	\$ 906	\$ 922	\$ 661	\$ 867

Operating Budget Plans - 1979-80:

Income. Institutional income proposed for 1979-80 amounts to \$130,363,000. Included is \$49,670,000 in tuition and fees, \$7,034,000 in federal fund allocations and \$63,845,000 in sales and services with \$60,538,200 from the University Hospital. Other income, predominantly indirect cost reimbursement from grants and contracts, is budgeted at \$9,814,000 for 1979-80.

Other than corrections for rounding, there were no changes in the level of institutional income from the preliminary to the final budget proposals for 1979-80.

Appropriations for institutional operations are established at \$238,398,200 with \$223,282,100 from the Omnibus Education Bill, \$14,516,100 from the State Salary Bill and \$600,000 from special appropriations to the Regents for allocation to the universities. Changes in appropriations from the preliminary budgets approved are discussed above. Total income by category and appropriation unit are shown in the table on the following page.

STATE BOARD OF REGENTS
1979-80 FINAL LINE BUDGET
(000s omitted)

EXPENSE/RESOURCE CATEGORY	UNIVERSITY OF IOWA							IOWA STATE UNIVERSITY				UNI	ISD	IBSSS	Total
	Gen'l Univ.	Univ. Hosp.	Psych. Hosp.	State			SUI Subtotal	Gen'l Univ.	Exp. Sta.	Co-op.		Gen'l Univ.			
				Hygienic Lab	Hosp. School	Oakdale Campus				Ext. Serv.	TSU Subtotal				
EXPENSE															
Fac. & Inst. Officials' Salaries	\$ 58,060	\$ 206	\$ 955	\$ -	\$ 169	\$ -	\$ 59,390	\$47,391	\$ 6,024	\$ 3,242	\$ 56,657	\$17,191	\$1,492	\$ 568.4	\$135,298.4
Prof. & Scientific Staff Salaries	11,215	28,575	2,282	1,018	1,443	148	44,681	9,743	902	5,384	16,029	3,555	209	91.1	64,565.1
General Service Staff Salaries	22,296	27,754	1,727	818	1,297	1,126	55,018	19,217	2,059	1,420	22,696	7,504	1,218	909.3	87,345.3
Fuel & Purchased Electricity	6,213	1,262	58	-	83	260	7,876	6,361	-	-	6,361	2,427	183	111.0	16,958.0
Supplies and Services	12,376	22,152	772	237	361	270	36,168	8,718	1,389	1,713	11,820	4,386	463	202.4	53,039.4
Equipment	1,112	639	26	107	15	44	1,943	837	238	29	1,104	381	44	49.0	3,521.0
Books	2,356	-	-	-	-	-	2,356	1,708	-	-	1,708	579	4	3.0	4,650.0
Building Repairs	1,248	359	21	-	18	62	1,708	1,095	45	-	1,140	367	98	71.0	3,384.0
Essential Program Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Enrollment Increase	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Continuing Education	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - Operating Expense Budget	\$114,876	\$80,947	\$5,841	\$2,180	\$3,386	\$1,910	\$209,140	\$95,070	\$10,657	\$11,788	\$117,515	\$36,390	\$3,711	\$2,005.2	\$368,761.2
RESOURCES															
Student Fees	\$ 21,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,034	\$21,630	\$ -	\$ -	\$ 21,630	\$ 7,006	\$ -	\$ -	\$ 49,670.0
Federal Funds	-	-	-	-	-	-	-	247	2,431	4,231	6,909	-	94	31.0	7,034.0
Sales and Services	60	60,538.2	1,346.1	429.7	352.9	103.1	62,830	849	127	-	976	-	22	17.0	63,845.0
Other Income	6,888	297	217	45	-	94	7,541	1,597	-	-	1,597	610	44	22.0	9,815.0
Subtotal - Institutional Income	\$ 27,982	\$60,835.2	\$1,563.1	\$ 474.7	\$ 352.9	\$ 197.1	\$ 91,405	\$24,323	\$ 2,558	\$ 4,231	\$ 31,112	\$ 7,616	\$ 160	\$ 70.0	\$130,361.0
Appropriations															
S.F. 485 - Omnibus Bill - Education	\$ 81,319	\$19,437	\$4,095	1,618.5	\$2,903	\$1,642	\$111,014.5	\$65,699	\$ 7,534	\$ 6,960	\$ 80,193	\$26,876	\$3,360	\$1,838.6	\$223,282.1
S.F. 485 - Enrollment Increase	60	-	-	-	-	-	60	300	-	-	300	140	-	-	500.0
S.F. 485 - Continuing Education	39	-	-	-	-	-	39	61	-	-	61	-	-	-	100.0
S.F. 499 - Salary Bill - Merit/COL	5,104	602.6	166.3	75.9	118.8	58.7	6,126.3	4,309	521	479	5,309	1,564	161	85.8	13,246.1
S.F. 499 - Salary Bill - Health Ins.	213	59.1	12.0	5.7	11.1	5.2	306.1	165	20	25	210	64	16	6.7	602.8
S.F. 499 - Salary Bill - Sick Lv. Payout	134	12.7	4.4	5	-	7	163.1	162	21	30	213	110	14	4.0	504.1
S.F. 499 - Salary Bill - Travel Reimb.	25	.4	.2	.2	.2	-	26	51	3	63	117	20	-	.1	163.1
Subtotal - Appropriations	\$ 86,894	\$20,111.8	\$4,277.9	\$1,705.3	\$3,033.1	\$1,712.9	\$117,735	\$70,747	\$ 8,099	\$ 7,557	\$ 86,403	\$28,774	\$3,551	\$1,935.2	\$238,398.2
Total - Resource Budget	\$114,876	\$80,947	\$5,841	\$2,180	\$3,386	\$1,910	\$209,140	\$95,070	\$10,657	\$11,788	\$117,515	\$36,390	\$3,711	\$2,005.2	\$368,761.2

GENERAL
June 20-21, 1979

Expense. Institutional budget plans for expense total \$368,761,200 which is \$400,200 more than approved as preliminary budget ceilings in May 1979. The proposed pattern of expenditures as percentages are shown below and compared to the 1978-79 budget approved a year ago.

<u>Expense Category</u>	<u>1978-79</u> %	<u>1979-80</u> %
Personnel Services	78.7%	77.9%
Fuel and Purchased Electricity	4.5	4.6
Supplies and Services	13.8	14.4
Equipment	.9	1.0
Books	1.3	1.3
Building Repairs	0.9	0.9

The budgeted amounts for each expense category by appropriation unit are shown in the table on the preceding page.

Iowa State University and the University of Northern Iowa have confirmed their final proposed pattern of allocations for essential program adjustments and new enrollment funding subsequent to the preliminary budget. Only minor revisions were involved. Total allocations for all essential program adjustments and new enrollment funding are summarized below.

<u>Expenditure Categories</u> (000s omitted)	<u>1979-80</u> Essential Program Adjustments	<u>1979-80</u> New Enrollment Funding	<u>1979-80</u> Total
Faculty & Inst. Officials	\$ (32)	\$ 484	\$ 452
Professional & Scientific	138	4	142
General Services Staff	247	4	251
Fuel	207	-	207
Supplies & Services	1,211	8	1,219
Equipment	88	-	88
Books	-	-	-
Building Repairs	-	-	-
Total	\$1,859	\$ 500	\$2,359

Changes in Staffing Patterns. As part of the preparation of materials for preliminary and final budget review, institutions were asked to develop patterns of changes in staff full time equivalents (FTE). The 1978-79 base staff FTE data was prepared for the State Comptroller's zero base budget formats last fall and the immediate objective is to update that base by program and personnel category.

The universities have indicated they are not prepared to complete the information requested in terms of timing and need for further clarification on staff FTE definitions in order to validate the 1978-79 staff FTE base and compute changes from new positions, as well as reallocation of existing position.

Regent institutions do not formally budget staff FTE at present. The business officer committee structure will participate in the development of uniform FTE definitions and the review of system capability to budget for staff FTE. As it is known that the State Comptroller's office will be requesting updates to Regent institutions' staff FTE data base in the near future, it becomes essential that Regent universities be able to respond in a timely and reliable manner.

The special schools have opted to prepare interim estimates of staff FTE. Following a standard definition of workload for nonfaculty personnel (2080 work hours = one work year/1 FTE), certain adjustments have come about that do not reflect changes in staffing pattern, but standardization of FTE. For faculty, the preliminary definitions used were any full-time faculty for nine months or more would be counted as 1 FTE. The results follow as shown in the table below:

Staffing Pattern Changes 1979-80

		<u>Faculty & Inst. Officials</u>	<u>Professional & Scientific</u>	<u>General Service</u>	<u>Total Staff FTE</u>
<u>ISD</u>	1978-79 Comptroller Base	80.7	13.1	105.3	199.1
	1979-80 Estimate	<u>80.7</u>	<u>10.8</u>	<u>88.7</u>	<u>180.2</u>
	Change	--	(2.3)	(16.6)	(18.9)
<u>IBSSS</u>	1978-79 Comptroller Base	29.4	4.0	80.5	113.9
	1979-80 Estimate	<u>29.6</u>	<u>5.0</u>	<u>81.1</u>	<u>115.7</u>
	Change	+ .2	+1.0	+ .6	+1.8

Decreases at ISD are in total the result of changed definitions of staff FTE for professional, scientific, and general services personnel utilizing the 2080 hours = one work year/1 FTE. Increases at IBSSS are actual and are discussed in the institutional portion of the minutes.

President Petersen indicated that the board needs to approve the distribution of the appropriations to replace federal funds losses from capitation grants, the distribution of capital equipment funds, and the reallocation for Western Iowa Continuing Education. In response to a question from Regent Brownlee, she noted that these allocations are not controversial although the engineering equipment allocation is not in the budget. Mr. Richey pointed out, however, that the request was outside the operating budget. The action setting the salaries of the institutional heads for 1979-1980 is taken in each of the institutional sections of these minutes.

MOTION:

Mrs. Belin moved the board approve the
1) distribution of \$400,000 in appropriations made to the Regents to replace actual losses of federal funds from reduced capitation grants for medical education, with \$340,000 to the University of Iowa and \$60,000 to Iowa State University; 2) allocation of \$300,000 in capital project equipment funds made to the Regents for Colleges of Engineering, with \$50,000 to the University of Iowa and \$250,000 to Iowa State University; and 3) allocation of \$100,000 in appropriations made to the Regents for Western Iowa Continuing Education, with \$39,000 to the University of Iowa and \$61,000 to Iowa State University. Mr. Wenstrand seconded the motion, and it passed unanimously.

CAPITAL ALLOCATIONS, 1979-1981. The Board Office recommended the board:

1. Accept the report on specific allocations made to specific institutions for capital projects: the University of Iowa, 1 project; Iowa State University, 3 projects; the University of Northern Iowa, 2 projects; Iowa School for the Deaf, 1 project; Iowa Braille and Sight Saving School, 1 project; as detailed below and the report on tuition replacement appropriations.
2. Allocate an appropriation of \$3,500,000 for the Handicapped Accessibility Program, as recommended below.
3. Allocate \$12,300,000 appropriated for utility projects, as shown on p with no deviation permitted in either the project or the amount allocated therein without express board approval and that any substitution of projects or additional projects to be undertaken also require express board approval.
4. Defer allocation of the \$4,675,000 appropriated for an energy management program at the three universities until the July board meeting.
5. Defer allocation of the \$300,000 appropriated for equipment for the Colleges of Engineering until consideration is given to the final operating budget.

The Board Office noted that the 1979 Legislative Session, through H.F. 764, made total appropriations to the Board of Regents for capital purposes of \$40,886,000 for fiscal 1979-1980 and an additional \$4,550,000 (for tuition replacement) in 1980-1981. These appropriations were made in 13 paragraphs of Section 1 of H.F. 764. Eight of the 13 paragraphs allocate funds for a specific project and the allocations are made to the specific institution involved. They include:

University of Iowa

Planning Space Needs for Law, Communications and Performing
Arts - \$600,000

Iowa State University

Construction of Library Addition - \$8,100,000
New Building Movable Equipment - \$1,800,000 (to be divided between
equipment for the music building and the horticulture addition)
Renovation of Old Veterinary Quadrangle - \$4,400,000

University of Northern Iowa

Noninsured Portion of Storm Loss at UNI-Dome - \$25,000
Replace or Repair Roofs on Three Buildings - \$136,000

Iowa School for the Deaf

Addition to the Vocational Building - \$660,000

Iowa Braille and Sight Saving School

Addition to Service Building - \$140,000

Five of the thirteen appropriations are made to the Board of Regents for allocation to the institutions and include:

Tuition Replacement Appropriations

Appropriations of \$4,250,000 for 1979-1980 and \$4,550,000 for 1980-1981 will pay debt service on existing bonds only as no new academic revenue bonding authority was provided.

Handicapped Accessibility Program

The Legislature appropriated \$3,500,000 to the board for completion of the capital improvement program to make state facilities under the board's jurisdiction accessible to the physically handicapped.

The Board Office recommended the following allocation:

University of Iowa	\$ 850,000
Iowa State University	1,225,000
University of Northern Iowa	920,000
Iowa School for the Deaf	230,000
Iowa Braille and Sight Saving School	275,000
	<u>\$3,500,000</u>

Utility Projects

The Legislature appropriated \$12,300,000 to the Board of Regents for allocation for utility projects.

The Board Office recommended the following allocation:

University of Iowa

Water Plant-Sludge Handling Facilities	\$1,855,000
Campus Electrical Supply Renovations	2,445,000
Power Plant-Replace West Coal Silo	133,000
Coal Elevator Replacement	153,000
Power Plant-Rebuild Rotor on Elliott Turbine	102,000
Subtotal	<u>\$4,688,000</u>

Iowa State University

Water Pollution Control Plant (ISU Share)	\$1,900,000
South Campus-Condensate Return System Improvement	115,000
Campus-Steam Main Improvements	241,000
Heating Plant-Replace Station Power-Phase I	230,000
Campus & Building Electrical Improvements & Lighting	770,000*
North Campus-Storm Sewer Addition-Phase I	358,000
Subtotal	<u>\$3,614,000</u>

* Includes Steam Tunnel Lighting Improvements; Primary Electrical Distribution Systems Improvements; Campus-Electrical Vault Improvements; Campus Lighting for Safety; and Building Electrical Improvements for Safety

University of Northern Iowa

Turbine Generator-Plant #2-7500 KW	\$3,400,000
Steam Line Improvements	158,000
Relocation of Steam Line C-40 at the UNI-Dome	140,000
Electrical System Improvements-Phase I	300,000
Subtotal	<u>\$3,998,000</u>

TOTAL UTILITIES ALLOCATION \$12,300,000

The Board Office noted that some flexibility is built into the way these funds were appropriated to the Board of Regents by the Legislature. Although the Legislature intends that projects named in the appropriations on which the board based its request be completed, any surpluses remaining upon completion of these projects may be used for other utilities projects. The Board Office recommended, however, that no deviation be permitted in either the project or the amount allocated above without express board approval and that any substitution of projects or additional projects to be undertaken will also require express board approval.

Energy Management Program

The Legislature appropriated \$4,675,000 for allocation by the board for initiating planning and implementation of the energy conservation program at the universities. Since the allocations will be recommended at the July meeting, the Board Office suggests deferral of this item until that time.

Equipment for the Colleges of Engineering

The Legislature appropriated \$300,000 for allocation by the board to the universities under the board's jurisdiction for the purchase of equipment for the Colleges of Engineering. (See p. 728 for further information.)

The Board Office noted that the \$49.4 million appropriated by the Legislature for the biennium is the most ever appropriated for capital purposes for the Board of Regents' institutions and suggested that the board express its appreciation to the Governor and the Legislature for their recognition of the capital needs of the board and of the institutions.

President Petersen reported that all allocations are consistent with the board's requests for funds.

MOTION:

Mr. Barber moved the board accept the report on specific allocations made to

specific institutions for capital projects listed on pp. 733-734, and the report on tuition replacement, p. 734; allocate \$3,500,000 for the Handicapped Accessibility Program, p. 734 ; and allocate \$12,300,000 appropriated for utility projects, pp. 734-745, with no deviation permitted in either the project or the amount allocated without board approval and require any substitution of projects or additional projects to also receive board approval. Mr. Wenstrand seconded the motion.

Regent Belin inquired if the board, while conforming to regulations requiring accessibility of physically handicapped, could accomplish other goals as well. Can this be a dual purpose type of alteration, a vehicle for renovations? Mr. McMurray responded that improvements to make upper floors of institutional buildings accessible and ramps are dual purpose only in that they improve accessibility for all persons. He noted that about half of the sum appropriated will be spent on elevators. Other alterations include restrooms, exterior ramps, and water fountains. He said the amount that the Regents have asked and have received is minimal in comparison to amounts cited nationally for accessibility because the Regents started with a minimal program--providing one pair of restrooms, one water fountain, etc. He said these alterations are totally separate from life of building remodeling.

VOTE ON MOTION:

The motion passed unanimously.

APPOINTMENT OF CENSUS DATA CENTER COORDINATING UNIT. The board was requested to appoint William J. Farrell, University of Iowa; Kay William Wasson, Iowa State University; and James L. Wolf, University of Northern Iowa, to the Census Data Center Coordinating Unit for the period July 1, 1979, through June 30, 1981.

The Board Office noted that the Appropriation Act for the Office for Planning and Programming (OPP) established a Census Data Center Coordinating Unit and made appropriations to the OPP and to the Board of Regents for operation of census data centers. In effect, the Act created a census data center in OPP and one each at the three state universities. The members of the Census Data Center Coordinating Unit are the state librarian, a representative of OPP, and one representative from each of the state universities. One of the responsibilities of the unit is to provide for not less than 50 census data training sessions throughout the state.

The Board Office reported that the activity of the center relates to the upcoming 1980 census. Representatives of the three universities have expressed interest in this function because of the research and training implications. Proposals were made to the Governor and to legislative committees for the involvement of the Regent institutions at the same time the OPP was expressing a similar interest. The roles of each of the parties has not yet been worked out, according to the Board Office. The universities, which have experience in this area and have ongoing related programs, are particularly interested in being involved in the training program and in furnishing information upon request to users of census data.

The Board Office noted that the Legislature appropriated \$76,500 to the Board of Regents for allocation to the centers of the three universities. That allocation is covered in the following item.

Regent Wenstrand asked for more information concerning the duties of the units. Mr. Richey replied that they will be involved with the voluminous amount of data which is used by various units in the system. Since the state is involved in the census, it has a need for a quality unit to coordinate training, etc. He said the universities believe it is important to make the data available to people, so this is a public service activity as well.

Dr. Harris inquired what type of information was given out. Mr. Richey said that nothing is released that invades the privacy act. President Petersen commented that only numbers are released.

President Petersen said that they will attempt to use the accumulation of information to the benefit of the state and the institutions in an orderly way. In response to Regent Belin, Mr. Richey said that charges are not always made for the services. President Petersen added that some services are under contract with one of the institutions for analysis and preparation of reports.

MOTION:

Mrs. Belin moved the board appoint William J. Farrell, University of Iowa; Kay William Wasson, Iowa State University; and James L. Wolf, University of Northern Iowa, to the Census Data Center Coordinating Unit for the period July 1, 1979, through June 30, 1981. Mr. Bailey seconded the motion, and it passed unanimously.

ALLOCATION OF APPROPRIATIONS FOR 1979-80 FOR CENSUS DATA CENTERS AT THE UNIVERSITIES. The board was requested to allocate \$30,000 each to the University of Iowa and Iowa State University and \$16,500 to the University of Northern Iowa for support of the census data centers at each institution.

The Board Office noted that the Legislature appropriated \$76,500 to the board for allocation to support census data centers. The institutions submitted a proposal to the legislative committee in March totaling \$121,000, although budgets submitted to the Board Office for the three universities' operation of their census data centers total \$172,484. The proposed budgets are: University of Iowa, \$69,537; Iowa State University, \$66,847; and University of Northern Iowa, \$36,100.

The Board Office reported that since the amount appropriated is inadequate to fund the full budget even after allowing for institutional contributions, the board must equitably prorate the amount appropriated. Since the total budgets for this function for SUI and ISU are approximately equal and represent about 40 percent each of the total budget and since the UNI budget represents about 20 percent of the total, the Board Office recommended the allocations be on a 40-40-20 basis or \$30,000 each for SUI and ISU and \$16,500 for UNI.

Executive Secretary Richey reported that SUI and ISU are already pretty heavily involved and that the money appropriated is not adequate. More funds will be required in the second year of the biennium. He said that the allocation is reasonable in terms of the portion of the budgets of the institutions that would be financed from these appropriations.

MOTION: Mrs. Belin moved the board allocate \$30,000 each to the University of Iowa and Iowa State University and \$16,500 to the University of Northern Iowa for support of the census data centers at each institution. Mr. Bailey seconded the motion.

Regent Bailey suggested the board should note that the amount of funds is not sufficient to cover costs.

VOTE ON MOTION: The motion passed unanimously.

PUPIL TRANSPORTATION PROGRAM AUDIT RESPONSE: IOWA SCHOOL FOR THE DEAF.
The Board Office recommended that the board recognize current policy/procedure statements on pupil transportation at Iowa School for the Deaf and Iowa Braille and Sight Saving School as being consistent with Code of Iowa, Chapters 285 and 270, sections relating to parent or guardian reimbursement for pupil transportation and that any substantive changes in these statements be brought to the board for review of statutory implications and action.

The Board Office reported that the State Auditor's report on ISD for the period ending June 30, 1977, describes two exceptions relating to transportation reimbursement to parents or guardians of pupils and relating to the chaperoning of students on their monthly going home trips.

1. Item 5 - Bus and Parent Transportation Allowance. The auditor noted that:

Chapter 285 of the Code of Iowa does not spell out a separate reimbursement method covering children attending state institutional schools; and inconsistencies exist in interpretation of this chapter by Iowa School for the Deaf and Iowa Braille and Sight Saving School.

It is recommended the State Board of Regents study the interpretations used by these two institutions establishing a policy consistent with Chapter 285 of the Code of Iowa; and report to the Auditor of the State their findings.

The Board Office reported that although Chapter 285 does not spell out a separate reimbursement policy for children attending the state institutional schools, Chapter 270.9 covers the intent for both ISD and IBSSS. Examples of payments cited by the auditor are not contrary to the intent of Code chapters and sections cited above and there is no indication that parents or guardians are receiving more or less than the statutes 285.1 and 270.9 provide. The Board Office reported that the description and limits of payment are established in both institutions' policy/procedural statements, which have been updated since the period covered in the audit report.

2. Item 6 - Bus Chaperon Expenses.

The Board Office reported that ISD has a policy of using chaperons on buses taking children home at the end of each month for a visit and then returning the children to school, a service for which the chaperon is paid \$100 plus expenses incurred while waiting for the return trip to school. The auditor raised questions concerning payment procedures that have been subsequently corrected; however, the policy issue remains.

The auditor noted that:

Staff auditors were not shown any State Board of Regents' approval setting up this \$100 allowance. The Iowa Braille and Sight Saving School uses a Busing Aide, which appears to have the same duties as an Iowa School for the Deaf chaperon. The Busing Aide job description was established by the State Board of Regents' Merit System and is in pay grade 101.

It is recommended the State Board of Regents study these two job duties and report to the Auditor of State the reason for any variation.

The Board Office noted that the children involved at ISD require, in the judgment of the superintendent, a chaperon whose responsibilities, with one notable exception, are similar to those of Bus Aide at IBSSS: To qualify as a chaperon a person must also be proficient in the use of communication skills with hearing impaired.

Although bus aides may be employed at approximately minimum wage, interpreters for the hearing impaired receive from \$6 to \$10 per hour. Chaperons are required to do what aides do plus apply special communications skill. In addition, it was reported at the time of the audit that bus drivers at ISD would not transport students without a qualified chaperon on monthly trips home.

The school reported that access to qualified chaperons to date has required the recruitment of ISD faculty, faculty wives, Regent Merit System employees, and parents of students. To insure timely availability of qualified persons the school has used the stipend method of payment.

The Board Office reported that the merit staff will consult with ISD administrators to determine whether a new classification in an appropriate pay grade is needed (to which merit employees would receive special assignment and pay for work as chaperons), or if the performance of such services should be treated under and as an agreement with an independent contractor, not subject to the provisions of the merit rules.

Superintendent Giangreco commented that the school has difficulty finding chaperons for the buses.

Mr. Richey reported that the Board Office proposes to legalize the ISD payment policy for bus chaperons.

MOTION:

Dr. Harris moved the board recognize current policy/procedure statements on pupil transportation at Iowa School for the Deaf and Iowa Braille and Sight Saving School as

being consistent with Code of Iowa, Chapters 285 and 270, sections relating to parent or guardian reimbursement for pupil transportation and that any substantive changes in these institutional policy/procedural statements be brought to the board for review of statutory implications and action. Mrs. Belin seconded the motion, and it passed unanimously.

In response to a question from Dr. Harris concerning where the chaperon sits on the bus, Dr. Giangreco replied that the two of them try to move around.

PROGRESS REPORT ON FUEL AND PURCHASED ELECTRICITY BUDGETS AND ENERGY MANAGEMENT FOR 1978-79 YEAR.

The Board Office noted that at its March meeting the Board of Regents requested a deficit appropriation of \$550,000 for fuel and purchased electricity to be held in reserve to cover anticipated costs in excess of the \$14,282,000 set forth in S.F. 2125, 67th G.A., with any unused portion of the deficit appropriation to revert to the state treasury. Subsequently, the Governor recommended and the General Assembly appropriated the requested amount, with the requirement that funds cover actual costs. It will be necessary, therefore, to make final inventory adjustments and close the account for fiscal 1978-1979 before allocation of the \$550,000.

The Board Office reported that, by agreement with the State Comptroller's Office, institutions will encumber any unpaid fuel bills or amounts due revolving accounts by June 30 so the deficiency appropriation can be utilized. It was further agreed that requests for allocations will be forwarded to the State Comptroller by August 1 which will require the institutions to report actual expenditures to the Board Office by July 20, allowing ample time for analysis by the State Comptroller's Office before allocating the funds for draw down by the institutions.

In view of the fact that S.F. 498 states that "the State Comptroller determines actual costs," the Board Office noted that it is important that procedures and practices are acceptable for accounting for the use of fuel and purchased electricity. Consequently, institutions are being requested to provide written procedures and practices for inspecting fuel for heat content, valuing inventory, relieving inventory, conducting physical inventory, performing adjustments to inventory and expenditures, and any other pertinent matters. In this way, the Board Office hoped to minimize any on-site involvement of the State Comptroller's Office in determining actual costs.

The Board Office reported that the deficit appropriation request of \$550,000 was based on an estimated deficit of about \$700,000 and on the institutions exercising extra measures to reduce energy consumption during the remainder of the fiscal year. Responses of the institutions to energy management efforts include the following:

The University of Iowa completed 17 fuel savings projects costing \$162,469 which will yield savings of \$69,750 for payback in 2.3 years. Typical projects are: addition of insulation, automatic heat control of ventilating and air-conditioning system, and automatic monitoring of electrical loads.

Iowa State University has adjusted thermostats to reduce energy consumption, turned off lights in unoccupied areas, and closed buildings earlier. Some exterior lighting has been eliminated, and the university is considering use of animal waste and bedding material as a fuel for the power plant.

The University of Northern Iowa reports insulating various buildings and steam piping, using cool well water in lieu of operating the chiller, improving maintenance of filters, and converting from incandescent to florescent lighting when appropriate.

Iowa School for the Deaf reports disconnecting refrigerators, appliances, and motors when unneeded. Iowa Braille and Sight Saving School shuts down boilers when school is not in session.

All institutions have deferred or reduced use of air-conditioning.

Revised Expenditure Estimates

The Board Office presented information on a revision in expenditure estimates:

In March an appropriations deficit of \$696,000 was estimated for 1978-1979; now a deficit of \$958,000 is estimated. In March the deficit was calculated relative to the budget for 1978-1979. When reallocation of savings and allocations of the \$550,000 deficit appropriation is to be done, "savings not reallocated" last year for 1977-1978 must also be considered according to procedures previously established by the board.

On the basis of the June estimate of savings/(deficit) for 1978-1979 and the 1977-1978 "savings not reallocated" the total deficit amounts to \$732,000. Application of surpluses and the \$550,000 deficit appropriation result in an uncovered net deficit of \$182,000.

<u>Institution/Budget Unit</u>	<u>1977-78 Savings Not Reallocated</u>	<u>June Estimated Appropriation Savings/(Deficit)</u>	<u>Total</u>	<u>Application of Surpluses & \$550,000 Appropria.</u>	<u>Net Deficits After Applying \$550,000 Appropria.</u>
University of Iowa					
General University	102	(324)	(222)	193	(29)
University Hospital	(2)	18	16	(16)	--
Psychiatric Hospital	--	(2)	(2)	2	--
State Hygienic School	--	--	--	--	--
Hospital School	--	7	7	(7)	--
Oakdale Campus	61	15	76	(76)	--
Subtotal	161	(286)	(125)	96	(29)
Iowa State University	(19)	(619)	(638)	487	(151)
University of Northern Iowa	86	(93)	(7)	5	(2)
Iowa School for the Deaf	(1)	29	28	(28)	--
Iowa Braille and Sight Saving School	(1)	11	10	(10)	--
Total	<u>226</u>	<u>(958)</u>	<u>(732)</u>	<u>550</u>	<u>(182)</u>

The Board Office reported that the surpluses at the Iowa School for the Deaf and Iowa Braille and Sight Saving School and the \$550,000 appropriation are to be prorated to the other institutions on the basis of amounts of deficits. The table on the preceding page illustrates the allocation procedures which will be applied when actual savings and deficits for 1978-1979 are known.

President Petersen received the report on behalf of the board.

ENERGY MANAGEMENT PLANNING, PROJECTS, AND PROPOSED ALLOCATIONS OF APPROPRIATIONS.
The board deferred consideration of energy management planning, projects, and proposed allocations of appropriations to the July meeting.

PROPOSED BOARD OFFICE BUDGET, 1979-1980. The board was requested to approve the budget for the operation of the Board Office for fiscal year 1979-1980 of \$581,744 and to recommend to the Governor the salary level for the executive secretary for fiscal year 1979-1980.

The Board Office reported that the proposed budget for fiscal year 1979-1980 of \$744,000 is \$1,900 higher than the preliminary budget approved by the board in May. Salary adjustments under the state policy for professional and scientific employees of 5.2 percent average general increases and 3 percent average for merit increases based on performance are responsible for the difference. The proposed nonpersonnel budget remains the same in total, except that the amount for telephone services has been increased by about \$900 and the amount for travel expense has been increased by about \$500. The general office budget category for printing, supplies, etc. has been increased slightly to reflect revised estimates of costs. These increases are offset by a reduction in the amount for contracted services.

The Board Office noted that the proposed budget for salaries is based on the actions of the board in adopting the Merit System pay plan for 1979-1980 and the pay plan and new classification established for professional and scientific employees for 1979-1980.

The Salary Appropriation Act provided for average general increases of 5.2 percent for professional and scientific employees but did not mandate a specific amount across the board increase for each employee. According to the Board Office, the salary recommendations for Board Office professionals reflect the flexibility allowed in this policy. Considerations used in recommending specific salaries were performance of the individual, equity relationships between positions, and growth in cost of living. The increases recommended for professional and scientific employees average 7.9 percent including the cost of reclassification of the position of director of research and information to academic affairs consultant and director of research.

The budget for telephone expense is subject to change during the coming year because of changes in state billing practices and the uncertainty of the effect of that on cost for the office, according to board staff. The proposed budget for board member expense recommended by the Board Office is unchanged from that requested by the board, recommended by the Governor, and adopted by the General Assembly.

The Board Office noted that the salary of the executive secretary is set by the Governor within a range established by the General Assembly. The approved range, effective July 1, 1979, is \$35,000 to \$45,000; the current salary of the executive secretary is \$36,000 annually.

President Petersen commented that the board will recommend to the Governor a 7 percent increase for the executive secretary--an increase of \$2,500.

MOTION:

Mrs. Belin moved the board approve the budget for the operation of the Board Office for fiscal year 1979-1980 of \$581,744 and recommend to the Governor that the salary of the executive secretary be \$38,500 for fiscal year 1979-1980. Dr. Harris seconded the motion, and it passed unanimously.

Regent Bailey asked if \$500 were enough to cover the 2¢ per mile increase and Mr. Richey replied that the Board Office had assumed that it would in its preliminary budget. President Petersen said the board is attempting to reduce mileage--e.g., the electronic meeting. She said that from time to time it will look at other ways to reduce those costs. Perhaps Regents who live closest to institutions will attend meetings there.

Executive Secretary Richey reported that although agencies have been requested to cut travel for only three months time, the Board Office is doing its best to conserve and will continue to work with the board in that effort. He said that not much can be saved in board travel so savings will have to come out of the Board Office itself. Regent Brownlee suggested that it might be possible to reduce the number of board meetings and President Petersen added that meeting at a central location in the state would also facilitate savings.

VOTE ON MOTION:

The motion passed unanimously.

APPOINTMENTS TO COMMITTEES. President Petersen recommended the following appointments to committees and organizations, effective July 1, 1979.

1. College Aid Commission
Regent Bailey was reappointed for a four-year term ending 6/30/83.
2. Iowa Coordinating Council for Post High School Education
 - a. President Parks, with alternate George Christensen, was appointed for a three-year term ending 6/30/82.
 - b. R. Wayne Richey, with alternate Regent Jorgensen, was appointed for the unexpired portion of the term expiring 7/31/80, which was previously held by Regents Slife and Barber.
(A change may be needed in the bylaws of the Coordinating Council to permit Mr. Richey's serving on the Council)
3. ISU Research Foundation
Regent Jorgensen was appointed for the unexpired portion of the term expiring 6/30/81, previously held by Regent Barber.
4. UNI Foundation
Regent Harris was appointed for the unexpired portion of the term ending 6/30/81, formerly held by Regent Slife.

5. E.T.V. Board
Regent Shaw was reappointed for a three-year term ending 6/30/82.
6. Banking Committee
Regent Neu was appointed as a member of the committee as a replacement for Regent Barber.
7. Mental Hygiene Committee
Regent Neu was appointed for the unexpired term ending 7/31/80 formerly held by Regent Bailey.

President Petersen said that she had visited with several Regents who were involved in serving the board in a variety of capacities on related agencies and that she had taken into account the interests and backgrounds of Regents as well as where they lived. She commented that in terms of what the Coordinating Council is doing, she believed that it is appropriate that Vice President Christensen be the alternate because of the interaction with the Interinstitutional Committee on Educational Coordination. She said that although a Regent is supposed to be the other member, she is recommending that Executive Secretary Richey be appointed. She said that other comparative executives--e.g. Superintendent Benton and Executive Director Wolffe--are members with a vote and Mr. Richey's appointment would provide consistency. She recommended that Regent Jorgensen be the alternate in this position, so she will become acquainted with the workings of the council.

MOTION:

Mr. Bailey moved approval of the appointments made above. Mrs. Belin seconded the motion, and it passed unanimously.

SUMMER COMMENCEMENT DATES. Regents were requested to indicate their interest in attending commencement exercises and the following volunteered:

- Regent Shaw - University of Iowa, July 27, 7:30 p.m., Hancher Auditorium
- Regent Bailey - Iowa State University, August 16, 9:30 a.m., C.Y. Stephens Auditorium
- Regent Jorgensen [Subsequently replaced by Regent Harris] - University of Northern Iowa, July 27, 7:30 p.m., UNI-Dome

PERSONNEL REGISTER. No transactions were listed on the Board Office Personnel Register.

REPORTS AND RECOMMENDATIONS ON SELECTED PERSONNEL ISSUES. A. Report on Actions of State Merit Commission and Executive Council on Proposed Regents Merit Pay Plan for 1979-1980.

The Board Office reported that recommendations for adjustments in the Regents Merit System Pay Plan and Rules were presented to and approved by the State Merit Employment Commission on Thursday, June 14, Director Volm reported the Pay Plan and Rules would be presented to the Executive Council on June 25.

Director Volm remarked that Section 38 of H.F. 499 (salary appropriations bill) which amends in part Chapter 79.1 of the Code is causing concern. The Board Office, in consultation with the institutions, is studying the applicability of this provision to the merit system and other employees of the board. He said that if it appears that changes are required, the matter will be presented to the board at its next meeting.

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B. Overtime Policy for Regents Merit System Employees. Director Volm reported that he has reviewed this matter with the staff councils at the universities, has received objections, and is now working on them.

C. Proposed Regents Rules on Conversion of Sick Leave to Annual Leave.

The board was requested to approve the following rules effective July 1, 1979, for implementation of a program for converting unused sick leave to vacation in accordance with the provisions of Chapter 79.1 of the Code as amended by Section 38 of S.F. 499:

1. All eligible employees who do not use sick leave for a full calendar month may elect to add up to one-half day (4 hours) of vacation to their accrued vacation account in lieu of adding up to one and one-half days (12 hours) to their accrued sick leave account. Part-time employees shall be prorated to the accrual rate for full-time employees.
2. Eligible employees are those permanent full-time and permanent part-time employees who are not faculty members with nine month appointments, who are otherwise eligible for accrued vacation and sick leave benefits, and who have accumulated a minimum of thirty days (240 hours) in their sick leave account.
3. Employees who elect to convert unused sick leave to vacation will not accumulate more than twice the possible annual amount of converted vacation, or twelve days (96 hours), but will be allowed to accumulate that amount in addition to twice their annual vacation entitlement.
4. To elect additional vacation leave in lieu of sick leave, employees must notify their supervisor by the tenth of the month following the calendar month in which there has been no sick leave usage.
5. Employees may also make a one-time election (in writing) to automatically convert sick leave to vacation leave each month they are eligible. The election will remain in effect until the employees notify their employer (in writing) to terminate the original election.
6. Any use of sick leave, including use for doctor's appointments, funeral leave, etc., makes an employee ineligible to make the conversion for the month in which the use occurs.
7. If use of sick leave reduces an eligible employee's sick leave account below 240 hours, the account will have to be built up to 240 hours before eligibility for vacation conversion under this program is restored.

The Board Office noted that the Legislature in 1978 directed the Governor to issue an executive order for implementing a program under which employees not covered by collective bargaining agreements would be permitted to convert unused sick leave to vacation. That program, which was approved by the board, has subsequently been negotiated into the statewide collective bargaining contract covering nonprofessional blue collar, security and technical employees effective July 1, 1979. Section 38 of S.F. 499, as passed by the 68th

General Assembly and signed into law by the Governor, incorporates the program into the Code of Iowa, Chapter 79.1. Those amendments, which are to be effective July 1, 1979, state in part that: The State Board of Regents may promulgate necessary rules for the implementation of this program for its employees.

The Board Office noted that the rules recommended for adoption by the board are generally consistent with the way the program was administered in the past and with the rules now being developed by the Comptroller for other state employees.

MOTION:

Dr. Harris moved approval of the rules, p. 745, to be effective July 1, 1979, for implementation of a program for converting unused sick leave to vacation in accordance with the provisions of Chapter 79.1 of the Code as amended by Section 38 of S.F. 499.

Regent Shaw asked if the action had been mandated and Mr. Richey replied that it is mandated for eligible employees; employees under collective bargaining do not have these rights unless they were negotiated as part of the contract. Executive Secretary Richey noted that from time to time the board has questioned whether the Board of Regents personnel are subject to 79.1 of the Code, because it has maintained that under Section 262.1 it is an independent authority.

SECOND AND VOTE ON MOTION:

Mr. Shaw seconded the motion, and it passed unanimously.

D. Proposed Regents Rules for the Payout of Sick Leave Upon Retirement.

The board was requested to approve a form for application for payment of accumulated, unused sick leave and rules for administration of the program in accordance with the provisions of Chapter 79.23 of the Code as amended by Sections 42 and 43 of S.F. 499.

The Board Office reported that a program adopted this year by the legislature provides for the cash payment of accumulated, unused sick leave not to exceed \$2,000 for employees who retire on or after July 1, 1979. That benefit is extended retroactively to employees who retired on or after July 1, 1977, and before July 1, 1979, and who were not covered under a collective bargaining agreement, unless the agreement provided for the cash payment. The law further provides that the claim of a state employee paid through the State Comptroller's centralized payroll system shall be filed with the State Comptroller on forms provided by the State Comptroller, and that the claim for an employee of the State Board of Regents shall be filed with the State Board of Regents on forms provided by the board.

The Board Office noted that S.F. 499 appropriates salary adjustment funds under administration by the State Comptroller to cover estimated costs of unused sick leave at retirement attributable to general fund employment (or to other fund employment for those defined as eligible who have retired from July 1, 1977, through June 30, 1979, and where other funds no longer exist.) Separate accounts will be established under the control of the Board of Regents for the purpose of receiving allocations from the Salary Adjustment Fund. An account is to be established for each campus including separate unused sick leave allocations for each appropriation unit administered.

APPLICATION FOR PAYMENT
FOR
ACCUMULATIVE, UNUSED SICK LEAVE

I. To be completed by claimant

Name _____ Social Security Number _____

Address _____
(street) (city) (state) (zip code)

Department _____ College/Division _____

Date of retirement _____ Birth Date _____

In accordance with Section 79.23 of the Code of Iowa, I hereby apply to receive cash payment for any accumulated, unused sick leave which I have/had available at the time of my retirement.

I understand that payment shall be calculated by multiplying the number of hours of accumulated, unused sick leave by my rate of pay at my retirement date. I further understand that the total cash payment shall not exceed \$2,000.00

My signature on this form verifies that I am terminating my employment to effect my retirement; have applied for retirement benefits from the IPERS Retirement System, _____ TIAA/CREF Program, _____ Substitute Annuity Program; and am at least 55 years of age (minimum eligibility age).

Date _____ Signature _____

II. To be completed by Department

Total hours of unused sick leave at time of retirement _____

Hourly rate of pay at time of retirement _____

Amount of compensation due (may not exceed \$2,000) _____

Account number(s) from which salary has been paid _____

(Note percentages where appropriate)

At the time of retirement, was employee covered by a _____

collective bargaining agreement which did not provide _____

for a cash payment for accumulated, unused sick leave ? _____

Date _____ Dept. Executive Officer _____

III. To be completed by institutional administrator

Fund source for cash payment _____

Date _____ Institutional Administrator _____

PROPOSED RULES FOR PAYMENT
OF
ACCUMULATED SICK LEAVE CREDITS UPON RETIREMENT

- 1) Eligibility: Faculty and staff members of the Board of Regents who (a) have retired on or following July 1, 1979, (b) have applied for benefits under the Iowa Public Employment Retirement System or a retirement system authorized by the Board of Regents, and (c) have credits for unused sick leave available at the time of retirement are eligible to receive a cash payment in lieu of those benefits.
- 2) Retroactivity: Faculty and staff members employed at institutions governed by the Board of Regents who retired on or after July 1, 1977 but before July 1, 1979 are also eligible for a cash payment in lieu of unused accrued sick leave unless they were at the time of retirement covered by a collective bargaining agreement which did not provide for the cash payment.
- 3) Calculation of Payment: The payment shall be calculated by multiplying the number of hours of accumulated, unused sick leave available to the employee at the time of retirement by the employee's hourly rate of pay at that time. However, the total cash payment for accumulated unused sick leave shall not exceed \$2,000.00.
- 4) Filing Claims: Persons who wish to claim the cash payment for accumulated unused sick leave upon retirement shall file a claim on a form to be provided by the institution at which the person was employed at the time of retirement. Except for those eligible for retroactive payments, employees must file a claim for the cash payment within 30 days from the date of retirement.
- 5) Deductions from Payment: The payment for accumulated unused sick leave will be made separately from any other payroll transactions. It will be subject to the Federal and State income tax withholding appropriate for such a lump sum payment. Social Security taxes will not be deducted. Employee contributions for retirement systems will be deducted.
- 6) Retirement: For purposes of this policy, retirement is defined as termination of employment with no intent to reestablish permanent employment with the institution from which the faculty or staff member retired and which occurs at or following the age at which an employee is eligible to receive retirement payments under the Iowa Public Employment Retirement System. Currently, members of IPERS are eligible to receive benefits at age 55.
- 7) Payment Limit: No individual may make more than one claim for ^{the} cash payment for accumulated, unused sick leave.

The Board Office noted other details of the proposal:

Normal institutional accounts may be used for budgeting and expending these appropriated funds received through the Board Office.

Fund needs are to be forecast quarterly with July to September designated the first quarter. The first quarter estimate will include all retroactive sick leave compensation payout for those eligibles retiring during the period July 1, 1977, through June 30, 1979. Forecasts are the basis for quarterly appropriation draws prepared by the Board office for subsequent transfer to institution accounts.

The first quarter estimate is due the 10th working day of July with subsequent forecasts due on the 15th working day of the month preceding the forecast quarter.

Beginning with the transmittal of the second quarter forecast of need, each institution will prepare a summary report on unused sick leave compensation designating the total number of eligible applicants for the first quarter, and total funds attributable to general fund employment, to nongeneral fund employment for which there is no known funding source, and to restricted fund employment for which restricted fund cash payments will be affected. Also total actual expenditures from general fund sources will be shown.

The summary report for the State Comptroller must be stratified by appropriation unit and must be prepared for each quarter of the fiscal year with the final quarter of any fiscal year being transmitted with the first quarter estimate for the following fiscal year.

Executive Secretary Richey commented for the information of new board members that employees at UNI receive 30 days per year sick leave, with a maximum accumulation of 90 days; all other state employees have 18 days per year without a limit on accumulation.

Vice President Moore suggested that perhaps the institutions might be able to cut down on paperwork involved if they could pay out the amount due on retirement and receive reimbursement on an "after the fact" basis.

Mr. Richey noted that the application under question is on the part of the employee and that the other form can be worked out with the State Comptroller. He said it might be possible to have quarterly reports but only draw twice a year. Mr. Moore said the institutions would not be averse to that possibility after the first quarter. The Comptroller still wants an indication of advance draw on estimate.

MOTION:

Dr. Harris moved the board approve the form for application for payment of accumulated, unused sick leave and the rules for administration of the program in accordance with the provisions of Chapter 79.23 of the Code as amended by Sections 42 and 43 of S.F. 499 (pp.747-48). Mr. Bailey seconded the motion, and it passed unanimously.

Vice President Moore commented that the board should watch carefully rules relating to retirement because changes in retirement age will have secondary effects on payouts and brings up question as to whether life payout will come into question.

E. Payroll Deductions for Charitable Organizations. The Board Office recommended that the board:

1. Authorize its Executive Secretary to make appropriate presentations during the rule-making process which state the Regents' objections to the rules proposed by the Comptroller regarding payroll deductions for charitable organizations.
2. Approve Regents' rules developed to implement Chapter 79.14 and 79.15 of the Code for its institutions (below) and authorize its Executive Secretary to file those rules in accordance with the provisions of the Administrative Procedures Act.
3. Authorize its Executive Secretary to seek an Attorney General's opinion on the extent of the Comptroller's authority, if any, to promulgate rules purporting to bind the Board of Regents in this matter and the legality of certain provisions in the Comptroller's proposed rules.

The Board Office noted that Sections 79.14 and 79.15 of the Code authorize the official in charge of a payroll system to make deductions from the salaries of state employees for contributions to charitable organizations under certain conditions. To implement those provisions the State Comptroller has developed rules which he intends be applied to the institutions of the Board of Regents and their payroll systems, as well as to the state centralized payroll system. According to the Board Office, the institutions have serious concerns about the Comptroller's proposed rules for two major reasons: 1) The provisions of the Comptroller's rules are at variance with certain long-standing practices at the institutions, would limit previous cooperation with charitable organizations, and could both increase administrative costs and lessen private giving to charities; 2) The rules proposed by the Comptroller purport to bind the Regents' institutions and state further that only the Comptroller may authorize institutional officials to administer the statute in accordance with the Comptroller's rules. In addition, they require affiliated agencies, such as the foundations, to petition the Comptroller for exemption from the rules. Thus, rules which may be useful when applied to the operation of state government in 99 counties throughout Iowa may cause costly administrative burdens at the universities. Further, the Comptroller's action in promulgating rules purporting to bind the Regents' institutions in this matter is beyond his legal authority.

The Board Office listed three possible courses of action:

1. If the Comptroller were to amend his rules to accommodate the concerns of the Regents' institutions as well as his concerns for the operation of central payroll, those amended rules could be submitted to the board for approval, and the operation of both components of state government, as well as the purpose of Sections 79.14 and .15, would be served. Efforts to this end have thus far failed, but should continue.
2. At the same time, it is proposed that the board proceed to adopt Regents' rules for the implementation of Section 79.14 and 79.15. The proposed Regents' rules, following, would add to the Board of Regents section (720) in the Iowa Administrative Code a new rule, 9.4, Payroll Deductions for Charitable Organizations, under which Regents institutions would be authorized to make payroll deductions for contributions by faculty and staff

employees to charitable organizations in accordance with the provisions of Sections 79.14 and .15 of the Code. 9.4(1) of the proposed Regents' rules make it the responsibility of the charitable organization requesting payroll deductions to present evidence satisfactory to the responsible institutional official that the organization meets the eligibility requirements in 79.14 of the Code.

Proposed rule 9.4(2) authorizes institutional rules concerning the solicitation of employees for contributions. The Board Office suggested that such institutional rules be submitted for approval by the board and be processed in accordance with the provisions of the Administrative Procedures Act.

Proposed 9.4(3) requires that procedures and forms for payroll deductions receive the prior approval of the responsible institutional official and comply with the requirements of 79.15 and the Regents' rules.

Rules 9.4(4) through 9.4(7) cover certain administrative details and are similar to provisions in the proposed Comptroller's rules.

Regents' rule 9.4(8) would exempt institutionwide contributive programs of direct benefit to the institution (e.g., fund-raising programs of the university foundations) from the requirements of the rules.

3. The board should also authorize its Executive Secretary to seek an Attorney General's opinion to determine the authority of the Comptroller in this matter and decide the legality of certain provisions in the Comptroller's proposed rules.

Regent Brownlee questioned the extent of publicity on this issue and Mr. Richey replied that some attention was directed to it previously but that the dispute has now come to a head and may cause a "little commotion." He said the issue must be resolved because it delegates legal authority with respect to the institutions. Regent Brownlee agreed that the issue is broader than the subject at hand and asked if this is the right time and subject matter on which to challenge the authority. Mr. Richey responded that the board has been concerned about the issue of authority previously but did not want to challenge it. Now it can do so in terms of specific legislation.

President Boyd agreed with the importance of the issue and the fact that the law is unclear. He suggested a fourth option for the board--an intermediate step--to visit with the Governor's Office. He said that previously when they have disagreed with or have been doubtful about proposed rules, they have found such discussions useful. He said he preferred to visit before the situation gets more complicated.

Executive Secretary Richey disagreed with this course of action. If the board should visit and receive information they don't like, they would lose when the issue goes to the Attorney General.

Regent Shaw suggested that if the Comptroller's proposed rule facilitates people to give around the state it is a worthwhile proposal because the rule affects a lot more dollars than those of our institutions. He said the board should indicate general sympathy with the concept. Mr. Richey responded that

the Comptroller's rule would preclude local charities from participation because only statewide or national organizations would be allowed to participate and local charities would only receive a portion from the statewide drive.

Vice President Bezanson noted that part of the issue is legislative and part nonlegislative. Since the institutions are doing a good job, they should be allowed to continue their practices and not be forced into a pigeonhole on a statewide basis. He said it is a question of community sense and governmental efficiency. The issue is whether to address the legislative question or attempt to express the other point of view.

Mr. Richey said that the Governor might suggest that under these rules the Comptroller might delegate the authority to the Regents and that the board would not like to have that interpretation. Mr. Bezanson agreed that the board could not anticipate how a conference with the Governor would turn out.

Mr. Bezanson noted that the board should look at the substance of what it wanted to achieve. If the institutions are able to continue the payroll deduction system that is flexible and accommodates their needs, that is a major objective. He said he understood Mr. Richey's concern but wondered how strongly the board should address that issue.

Mr. Richey emphasized that if the board recognizes the right of the Comptroller to promulgate rules, the Comptroller would then have the authority to act on other issues--salary, personnel, etc.--unless precluded from doing so by law. He said that before the board asks for a formal legal opinion, it should have an idea about what it was getting into. If the Attorney General's advice is acceptable to the board, it could proceed.

President Boyd said that the proposed course of action puts the Attorney General in a difficult situation. He said that although he agreed with Mr. Richey about the issue, the board knows that the Legislature can delegate the authority to the Comptroller. "Underlying the issue is the soundness of the policy. The law is the manifestation of that policy, and I would like to have the Regents' uniqueness affirmed." He said that he believed the Regents should persuade the Governor that though they believe in the proposed policy, they would prefer to have their own policy so the proposal would not cover them.

Mr. Richey said that the general idea had been in effect the past several years. He proposed that the board decide the course of action because there is logic on both sides. President Petersen asked the board for its preference.

Mr. Neu suggested the board ask the Attorney General for a verbal opinion and then approach the Governor. He said the Attorney General is used to providing such opinions and the action is not unfair or unwise. Then the board still can approach the Governor. Mr. Richey said that Mr. Neu's proposal was what he had in mind. If the oral advice from the Attorney General is not what the board wants, it could then negotiate with the executive branch. He said the real question, however, is whether the board should file the rules before consulting with the Governor and the Attorney General. That decision, he said, could be made administratively.

President Petersen suggested that the board has three options: 1) consult with the Attorney General and then move from there; 2) visit with the Governor and/or come back to the board; or 3) request a formal opinion. President Petersen said that to resolve the dilemma, perhaps the board should have a resource committee to work on the problem. Mr. Richey replied that there is already such a committee. Mrs. Petersen suggested that committee be used for reference after the board has asked for advice and before it moves ahead.

Assistant to the President Henry said the board should go ahead and file the rules and object to the Comptroller's authority while it decides the other question. He said that, regardless of whether the Attorney General agrees, he believe the board should file the rules. The board is the arbitrator of of the power in this situation and should issue the rules and then find out if it has that authority.

Executive Secretary Richey said the Board Office is recommending that the board adopt these rules. President Petersen added that the board could approve the rules and that timing for submitting the proposal could be developed.

President Boyd suggested that Mr. Richey and not the committee should be responsible for those decisions.

Mr. Bezanson said that he believed the board should indicate approval of the rules at this time but not implement them. The Comptroller's rules will not take effect for sometime. Mr. Richey said that President Petersen's suggestion included approval of the rules.

MOTION:

Dr. Harris moved the three actions proposed by the Board Office as written, p. 750, with the understanding that actions proceed in line with the general strategy and the discussion by the board. Mrs. Belin seconded the motion, and it passed unanimously.

F. Statutory Revisions in Retirement Policy. The Board Office recommended that the board approve:

1. A retirement age policy removing mandatory retirement for Regents' employees participating in IPERS according to the provisions of H.F. 680 passed during the 1979 Legislative session, but to continue age 70 mandatory retirement for all other employees participating in TIAA-CREF or other approved substitute annuity.
2. A policy providing that an employee who has elected to participate in TIAA-CREF or an approved substitute annuity may not transfer to IPERS less than five (5) years prior to normal retirement age (65 years).
3. Authorization of a report to the board regarding the impact of the recent Department of Labor rules and regulations and state law modifications upon other existing fringe benefit programs prior to January 1980.

The Board Office presented background on the three actions recommended:

1. When the 1979 General Assembly modified Chapter 97B, Iowa Public Employees Retirement System (IPERS), of the Code of Iowa, they removed mandatory retirement for state employees participating in IPERS. Since some of the board's employees are eligible to participate in other (TIAA-CREF) than IPERS programs, while other elect to participate in IPERS, it is necessary for the board to act of the recommendation. The Board Office is not recommending that the age 70 retirement be modified for employees participating in other approved retirement programs. This is consistent with the state and federal law.
2. In the past, the Board Office reported, it has been the almost universal practice of persons who elect to participate in TIAA-CREF or other approved substitute annuity to continue in that plan until retirement. Since H.F.680 recently enacted by the 1979 General Assembly prohibits mandatory retirement for persons participating in IPERS, a policy is needed. Without adoption of the proposed policy, persons might transfer into IPERS solely to avoid the mandatory retirement policy applying to those employees on other approved retirement plans.

The Board Office noted that the U.S. Department of Labor on May 25, 1979, issued expanded regulations with regard to costs and benefits under employee benefit plans as they are affected by the Age Discrimination in Employment Act. The proposed policy, according to the Board Office reflects provisions in those new regulations which recognize the effects of adding employees to a defined benefit program such as IPERS when such additions occur close to retirement age. Those effects are increased costs to the employer and detract from the stability of the program. The Board Office noted that the proposed policy also reflects the provision of those rules and regulations indicating that it is completely permissible to exclude employees from a defined benefit program if they are within five years of retirement. Therefore, without the adoption of the proposed policy, a negative effect occurs that the new Age Discrimination in Employment Act intended to avoid.

3. The Board Office reported that since the modifications in state law as well as the issuance of the Department of Labor rules and regulations are so new that there has not been time to fully evaluate their impact, it is appropriate that this be done during the coming months. A substantial amount of time must be allowed in order to provide a more complete review to determine what must be done. The Board Office pointed out that the responsibility for administration of the Age Discrimination Act will be shifted to the Equal Employment Opportunity Commission on July 1, 1979, which could further impact on various interpretations that develop.

Executive Secretary Richey noted concerning the second issue that one person has already requested permission to transfer to IPERS to avoid being forced to retire under TIAA-CREF regulations.

MOTION:

Mr. Brownlee moved the board approve the three actions concerning statutory revisions in retirement policy, p. 753 . Mr. Slife seconded the motion, and it passed unanimously.

Regent Slife commented that perhaps the board should follow President Boyd's earlier suggestion and consult with the Governor on the payroll deduction matter. He said he would be surprised if the board might not act on the basis that its particular approach is good.

NEXT MEETINGS.

July 18	University of Northern Iowa	Cedar Falls
August	No Meeting Scheduled	
September 13-14	University of Iowa	Iowa City
October 18-19	Iowa School for the Deaf	Council Bluffs
November 15-16	University of Northern Iowa	Cedar Falls
December 19-20	Iowa State University	Ames

President Petersen reported that at the July meeting the rest of the meeting dates will be available.

President Petersen asked board members and institutional executives if there were additional matters to be discussed pertaining to general or miscellaneous items. None were reported.

EXECUTIVE SESSION. President Petersen reported that the board needed to enter into executive session to discuss strategy in regard to collective bargaining, Section 20.17 of the Code. On roll call vote as to whether to enter into executive session, the following voted:

AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.
NAY: None.
ABSENT: None.

The board, having voted by at least a two-thirds majority, resolved to meet in executive session beginning at 5:00 p.m. and arose therefrom at 5:40 p.m.

STATE UNIVERSITY OF IOWA

The following business pertaining to the State University of Iowa was transacted on Wednesday, June 20, 1979.

OPERATION OF TENURE POLICIES FOR 1978-1979. Discussion and action pertaining to the Operation of Tenure Policies, 1978-1979, are found in the general portion of these minutes.

REPORT OF THE FACULTY WELFARE COMMITTEE. The Board Office recommended the board receive the report from the Faculty Welfare Committee and commend it for an excellent survey and report on faculty interests, opinions, and concerns.

The university report transmitted to the board contains information on the history, content, analysis and subsequent utilization of the survey data, according to the Board Office.

History. The university detailed the steps which led to the examination of current university faculty:

- . In 1976 the Faculty Senate suggested to its Faculty Welfare Committee (FWC) that, in addition to the annual survey of faculty who resign, a study should be made of current university faculty opinion on problem areas and aspects of the institution which are attractive.
- . In 1977 the FWC, after consultation with the Senate and university and collegiate administration on purposes and mechanisms for conducting a survey, prepared a Survey of Faculty Interests, Opinions, and Concerns. The instrument was developed with professional consultation and assistance from the Evaluation and Examination Service.
- . On April 12, 1978, the survey was mailed to 1,647 SUI faculty eligible to vote in Faculty Senate elections, together with an addressed envelope for return to the Exam Service to insure security and anonymity.
- . In April 1979 the report was presented and discussed by the Faculty Council and the Faculty Senate before being transmitted to President Boyd.

Content. The university reported on the content of the survey and subsequent report.

- . The 100 objective items on the survey, solicited from the entire Faculty Senate and supplemented by items contributed by the committee, were organized in the following categories:

community	students	department, collegiate, university
fringe benefits	service	administration
promotion	support	salary
research	teaching	physical working conditions
colleagues	general	

- . Five narrative questions (with provision for five responses) and a request for demographic data concluded the survey.
- . Faculty were asked to agree or disagree on a 7-point scale with statements in the objective question section.
- . The committee, in its cover letter to faculty which accompanied the survey, noted that the overall purpose of the survey is "exploratory in nature" and attempts "to identify both positive as well as problem areas of Iowa faculty."

Analysis of Survey and Report. The university reported that responses were received from 497 faculty members (48% of those surveyed) on the 100 objective items; 565 (34%) answered one or more narrative questions; and 756 (45%) gave demographic information. Data was processed by computer, and analyzed and organized by the FWC.

The report contains three sections: Part I, analysis of the 100 item objective questions, has four sections dealing with governance, academic issues, support services, and the reward system; Part II analyzes response to each of the narrative questions; and a brief conclusion advances four majority-supported trends. These conclusions include:

1. The faculty is generally positive about governance issues although there are variations by college. Where concern is expressed, it is generally with the first echelon of administration, i.e., at the divisional or departmental level.
2. Academic freedom is viewed as the single most positive aspect which facilitates faculty position.
3. Support services are viewed in a generally positive fashion, however, some specific concern emerges regarding certain aspects of physical facilities.
4. The major concern with faculty involved the reward system: a general dissatisfaction with salaries, a concern in many instances with the ambiguity of criteria and procedures for promotion; and a concern that time for scholarly activity is being gradually eroded as demands for other faculty functions increase.

Utilization of Data. The letter of transmittal to the board notes:

Certain findings in this survey clearly deserve further analysis and discussion with the possibility that they may lead to certain reforms in procedures. Our Senate will address these matters during the coming academic year, particularly as we refine the responses to those colleges and other constituencies when special problems seem evident. The survey should lead to various remedial actions where such would appear appropriate.

Lawrence Gelfand, President of the University Faculty Senate, identified members of the FWC committee and introduced Nicholas Karagan, Chairman. Mr. Karagan noted that the voluminous report is on file in the collegiate offices, Health Sciences Library, and the General Library of the university and is being printed for fall distribution.

Mr. Karagan directed the board's attention to the close correspondence between the percentages of those who responded and the percentages of those particular groups in the total faculty; e.g., 39 percent of the total faculty are professors and 39 percent of the professors surveyed responded.

President Petersen commended the committee for its careful work in constructing and analyzing the survey and in preparing a readable report. She said the board is pleased that positive, as well as problem, aspects were articulated.

Board discussion centered on faculty perception of the merit system. Regent Harris asked how the rank and file faculty felt about merit raises and who will receive them. Mr. Karagan directed the board's attention to responses to Item 79 (Faculty salaries are based on merit.): 27 percent of the faculty agreed with this statement; 15 percent gave an intermediate response; and 53 percent disagreed.

Professor Gelfand said that faculty members believe that salaries are not keeping pace with inflation; thus, if a faculty member receives a 4 percent across-the-board raise plus a 3 percent merit increase, one who does not receive a merit raise is getting a demerit. Even those who receive the total 7 percent cannot keep up with the 8 percent inflation rate.

President Petersen noted that this is not related to whether merit raises are fairly distributed and questioned whether an attempt will be made to clarify perceptions or inequities. Professor Gelfand replied that, perhaps, more insight is needed in the way the merit system functions; maybe the problem lies in perception rather than in actuality.

Professor Albert Hood, member of the FWC in Education, said that Dr. Harris' question had not been specifically asked. He said he believes the faculty is basically in favor of the merit system and would not prefer a lockstep promotion plan.

Regent Bailey noted that Item 79 is subject to interpretation. Is the committee asking if salaries are in actual practice based on merit or are in theory? Mr. Karagan said that concerns with salaries and promotions were mentioned repeatedly. Associate Professor Shymansky pointed out that salary and rewards procedures areas received first and second places in most frequently mentioned problems. Regent Bailey noted that promotional decisions are judgmental and asked if faculty members questioned the judgment of the individual or if they would prefer a mechanical formula for this determination. Mr. Shymansky said that no one suggested a mechanical system but did question judgments.

President Petersen added that most of the responses to the objective questions and the narrative discussions reinforce each other. She said further discussion on these topics will be valuable and requested the senate to advise the board as appropriate.

President Petersen received the report on behalf of the board.

President Boyd said the SUI administration is anxious to work with the senate on points of concern, including the merit raises and salary issues. He noted that the current statement on tenure and vitality, adopted by the senate, is a related concept that comes out of the university.

FINAL OPERATING BUDGET, 1979-1980. Executive Secretary Richey recommended approval of the final budget for the University of Iowa for 1979-1980 and of the salary of the president of \$63,355 for 1979-1980.

Mr. Richey noted that he had received the operating budget from the university and, after reviewing it, recommended approval. With a few minor changes, the figures are consistent with the preliminary budget presented to the board in May:

General University	\$114,876,000
University Hospitals	80,947,000
Psychiatric Hospital	5,841,000
State Hygienic Laboratory	2,180,000
Hospital School	3,386,000
Oakdale Campus	1,910,000
Total	<u>\$209,140,000</u>

Mr. Richey added that outside the total is the \$12,454,237 from the dormitory system, an amount which is consistent with the proposal presented last spring for dormitory rates approved by the board. He noted that in addition to the general fund budget, there are substantial restricted fund expenditure budgets which total \$90,000,000 a year. Included in this approval are the ceilings set for general fund and dormitory and hospital categories, as well as the salaries for administrators, heads or presidents.

MOTION:

Mr. Brownlee moved the board approve the final budgets for 1979-1980 requested above and set the salary of the president at \$63,355, a 7 percent increase over the current year's salary. Mr. Barber seconded the motion, and it passed unanimously.

The following business pertaining to the State University of Iowa was transacted on Thursday, June 21, 1979.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes were ratified by the board.

APPOINTMENTS - DEPARTMENTAL EXECUTIVE OFFICERS AND UNIVERSITY ADMINISTRATOR. The board was requested to approve the following appointments and reappointments in the Colleges of Liberal Arts, Business Administration, Education and Engineering:

Richard Lloyd-Jones, as chair, Department of English, reappointment for a three-year term, effective August 30, 1979.

John M. Liittschwager, reappointment as chair, Division of Systems Engineering, for a five-year term, effective July 1, 1979.

Anthony Sinicropi, as chair, Department of Industrial Relations and Human Resources, for a three-year term, effective July 1, 1979.

Warren Boe, as chair, Department of Management Sciences, for a one-year term, effective July 1, 1979.

Charles E. Marberry, as chair, Department of Finance, for a three-year term, effective July 1, 1979.

Walter J. Foley, as chair, Division of Educational Administration, for a term not to exceed three years, effective July 1, 1979.

Clifford E. Howe, as chair, Division of Special Education, for a term not to exceed three years, effective July 1, 1979.

Lowell A. Schoer, reappointment as chair, Division of Instructional Design and Technology, for a term not to exceed three years, effective July 1, 1979.

Professor Leodis Davis, as chair, Department of Chemistry, for a three-year term, effective August 30, 1979.

The board was also requested to approve the appointment of a university administrator:

Randall Bezanson, as Vice President for Finance and University Services, effective immediately, at a salary of \$43,000 on a 12-month basis.

The university noted that Professor Bezanson, a member of the university faculty since 1973, served during 1976-1977 as assistant to the president. He will succeed Professor Edward Jennings, who will become president of the University of Wyoming on July 1.

President Boyd commented that the university is pleased to have Randall Bezanson assume this position.

COMMENDATION. President Boyd expressed his appreciation for the work of Edward Jennings, who "will make a great president in Wyoming." President Petersen said the board recognized the value of Mr. Jennings' leadership on, as well as his commitment to, budget operations and board assignments and wished him well in his new position. President Petersen concluded that Mr. Jennings set a high standard.

MOTION:

Mrs. Belin moved the board approve the appointments and reappointments listed above. Mr. Bailey seconded the motion, and it passed unanimously.

APPOINTMENTS - UNIVERSITY ADMINISTRATORS. The board was requested to approve the following appointments with salary as budgeted:

Ray B. Mossman-as Treasurer of the University for 1979-1980.

Leonard R. Brcka as Secretary of the University for 1979-1980.

MOTION:

Mr. Slife moved the board approve the appointments of Ray B. Mossman as Treasurer of the University and Leonard R. Brcka as Secretary of the University for 1979-1980 with salary as budgeted. Mr. Brownlee seconded the motion, and it passed unanimously.

TERMINATION OF PROGRAM. Master of Science in Nuclear Science and Technology. The board was asked to refer the request to terminate the Master of Science Program in Nuclear Science and Technology to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation, and to request advance notice from the universities of proposed actions to terminate programs.

The Board Office noted that although the University of Iowa is requesting board approval of termination of the Master of Science Program in Nuclear Science and Technology; the program, in fact, was internally terminated by administrative action in 1977. At that time the Nuclear Science and Technology Committee recommended to the Graduate College that the program be discontinued and entry to the program be suspended.

The Board Office indicated that, as a matter of sound decisionmaking, the board should be advised of such terminations prior to the time when entry into the program is terminated. While the Board Office reported agreement with the present termination request, future program terminations may not receive the approval of the Regents. Under the present system, the board is not appropriately involved in termination decisions.

Concerning the present termination request, the Board Office noted that the university indicated that low enrollment (less than an average of three students over the last five years) is the reason for the termination request. The Board Office suggested that since other programs with equally low enrollment are not being terminated, the university should supply more information on this request.

President Boyd said that the requirement to notify the board in advance when an institution is considering suspension of entry into a program presents a problem to the university, which needs flexibility beforehand in such cases.

Mr. Richey asked if the universities could report as an informational, not as a docket item. In that way, the board would be aware of problems.

Vice President Brodbeck reported that the university may suspend entry without intending to suspend the program, with improvement or review of the program or reconsideration of the criteria for admission the reasons

for suspension. President Boyd added that sometimes delicate matters are involved requiring hard judgments, with such deliberations extending over a period of time.

Regent Shaw recommended that the universities be required to report information before program suspension, that such a requirement be included in the Procedural Guide, but that universities may decide at what point they wish to present their termination requests. Mr. Richey suggested that the Board Office and the Interinstitutional Committee on Educational Coordination consult and propose for board consideration a procedure to address this concern.

MOTION:

Mr. Bailey moved the board refer the request of the University of Iowa to terminate the Master of Science Program in Nuclear Science and Technology to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation and ask the committee and the Board Office to propose a procedure to deal with termination notifications. Mr. Shaw seconded the motion, and it passed unanimously.

COMMISSIONING OF SPECIAL SECURITY OFFICERS. The Board Office recommended the board approve the commissioning of Craig A. Boyle and Tamra S. Olson as permanent Special Security Officers. The university reported that both nominees completed the Iowa Law Enforcement Academy eight-week basic training course in April 1979.

MOTION:

Mrs. Belin moved the board commission Craig A. Boyle and Tamra S. Olson as permanent Special Security Officers. Mr. Wenstrand seconded the motion, and it passed unanimously.

SEPARATION OF PROGRAM, Master of Science Degree in Operative Dentistry and Endodontics. The Board Office recommended referral to the Interinstitutional Committee on Educational Coordination and the Board Office for review of the request for separation of the single degree program into an M.S. degree in Operative Dentistry and an M.S. degree in Endodontics.

The university reported that the graduate faculty at its May 15, 1979, meeting, approved a proposal to establish a separate M.S. degree in Endodontics and an M.S. degree in Operative Dentistry. Since these two curricula are already in place and since they are considered as distinct and different disciplines within the field of dentistry, the university is requesting that the titles applied to the degrees reflect the differences.

MOTION:

Mr. Bailey moved the board refer to the Interinstitutional Committee on Educational Coordination and the Board Office for review the request for separation of the single degree program into an M.S. degree in Operative Dentistry and an M.S. degree in Endodontics. Mr. Brownlee seconded the motion, and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS FOR MAY 1979.

Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the month of May had been received by him, was in order, and recommended approval, with specific action on two projects: Burge Residence Hall -- Snow Melting System and Hawkeye Sports Arena -- Recreation.

The following construction contracts awarded by the executive secretary were recommended for ratification:

<u>Undergraduate Academic Counseling Center -- Burge Residence Hall</u>	
Award to: B.A. Westbrook Construction, Inc., Marion, Iowa	<u>\$74,200.00</u>
<u>Hawkeye Court Apartments -- Repair Roofs -- Phase IV</u>	
Award to: Fort Dodge Roofing Co., Fort Dodge, Iowa	<u>\$49,879.00</u>
<u>Hillcrest Residence Hall -- Repair Roof -- North and Center Sections</u>	
Award to: Fort Dodge Roofing Co., Fort Dodge, Iowa	<u>\$28,359.00</u>
<u>Satellite Antenna Mounting -- Engineering Building</u>	
Award to: Selzer Construction Co., Inc., Iowa City, Iowa	<u>\$19,826.00</u>
<u>Hancher Auditorium and Music Complex -- Roads Construction</u>	
Award to: Metro Pavers, Inc., Iowa City, Iowa	\$211,789.25
<p>The Board Office reported that construction cannot begin on this project until concurrence requested from the Iowa Department of Transportation has been received, with advanced institutional roads funds being used.</p>	
<u>Williamsburg Family Practice Office -- Completion of Lower Level and Handi-capped Access</u>	
Award to: Frantz Construction Co., Iowa City, Iowa	<u>\$38,195.00</u>
<u>University Laundry -- Roof Replacement</u>	
Award to: Trolex Enterprises, Inc., Des Moines, Iowa	<u>\$26,000.00</u>
<u>Mable Theatre Stage Floor Replacement -- University Theatre Building</u>	
Award to: R.K.'s Home Improvement Co., Iowa City, Iowa	<u>\$47,634.00</u>
<u>Hancher Auditorium and Music Complex Parking Lot Expansion and Repair</u>	
Award to: Iowa Road Builders Co., Des Moines, Iowa	<u>\$173,470.94</u>

The Board Office requested the board to ratify selection of engineer on both portions of this project. Both contracts are with Shive-Hattery and Associates, Iowa City, Iowa.

The first contract, Parking Lot Expansion, is on an hourly rate basis at a maximum cost of \$9,000 and includes preliminary design services leading to bids and providing contract administration, contract observation and materials testing services to coordinate the construction of the project and ensure quality control during construction.

The second contract, Parking Lot Repairs, includes full design services, including construction administration on an hourly rate basis at a maximum cost of \$16,500.

The Board Office noted that since the total budget on these two projects was approved by the board at its May meeting for \$245,800, total design fees figure out to approximately 10 percent of the total budget, a figure somewhat higher than normal. The increased cost is due to the fact that contract administration services are being provided by the engineer because of the extremely tight timetable established for completion.

University Hospital School -- Fire Alarm System

Award to: DeBrie/Klosterman Electric, Inc., Hills, Iowa \$34,800.00

The board was also requested to approve this as a new project. Preliminary budget was established at \$80,000 funded from University Hospital School RR&A. Contract award is substantially below the engineer's estimate of \$70,500. The Board Office noted that the board at its April meeting ratified selection of Moore-Bingham and Associates, Cedar Rapids, Iowa, to provide final design services on the project on an hourly rate basis not to exceed \$3,500, a sum which is approximately 4.4 percent of the total budget. The lower-than-normal cost is due to the fact that the same firm was also selected to design an emergency generator system for the Hospital Schools and is also on site to do various jobs in University Hospitals.

East Campus Play Courts

Award to: Iowa Road Builders, Co., Des Moines, Iowa \$34,031.00

The following construction contracts were recommended for approval:

Firestair Enclosure -- Chemistry/Botany Building

Award Recommended to: O.F. Paulson Construction Co., Cedar Rapids, Iowa \$483,900.00

The board was requested to approve a revised project budget totaling \$574,000, which is \$25,900 higher than the budget approved in April 1979. Source of funds for the budget increase is 1978-1979 RR&A. The university reported that the bidding climate for several subcontractors was such that the project budget did not adequately provide for this contingency. Because the work must be accomplished to the extent possible within the summer, the Board Office recommended that the project should proceed with the low bid. The university reported that, in addition, it has identified a deduct change order for \$17,000 which can be accepted with no functional degradation in the final project reducing the amount of increase necessary in the budget.

The board was also requested to ratify additional compensation to the project architect, Wehner, Nowysz, Pattschull and Pfiffner, Iowa City, Iowa. The Board Office noted that the board previously approved a contract for

architectural services on the project in the amount of \$46,400, a sum which has been somewhat reduced to more nearly reflect the costs associated with this activity in the revised project budget. The additional services provided will be for contract administration and project quality control during the construction of the project for a maximum fee of \$9,600. Payment will be based on the actual number of hours worked and monthly billings will be so itemized in accordance with the rates in the proposal.

Sculpture Court -- Museum of Art Building

Award Recommended to: Knutson Construction Co., Minneapolis,
Minnesota

\$167,007.00

The board was also requested to approve a revised project budget totaling \$227,707, which is \$25,007 more than the preliminary budget approved earlier. Source of funds remains University RR&A. The university noted that although only one bid was received, seven other contractors had been contacted regarding this project; five of them could not meeting the scheduling requirements of the project and two did not believe the project was their type of work. An analysis by the engineer of the bid for construction disclosed that the various unit prices are reasonable and the computations are correct and that no exceptions were made to the plans and specifications.

Burge Residence Hall -- Snow Melting System

The Board Office recommended rejection of the three bids received on May 31, review of the scope of the project, and rebidding at a later date. The low bid submitted was some 45 percent over the estimated construction budget. The university indicated that time constraints on project completion due to a late starting date caused the high bids.

In addition to routine contract change orders, the board was requested to approve a change order in the amount of \$34,500 on the Reconstruction of Boiler #7. The change order exceeds \$25,000--the limit placed upon change orders which can be approved by the institution--but can be funded within the original project budget. The change order is necessary because on May 15, 1979, the superheater header on Boiler #7 failed. Upon examination of this header after the failure, the university concluded that repeated exposure to high temperature had weakened the seal used in fabricating this component. A state boiler inspector was asked to come in to examine this header and he recommended replacement.

The board was asked to approve three new projects and budgets, in addition to the University Hospital School -- Fire Alarm System project mentioned above.

Medical Laboratories -- Cell-Sorter Facility in 15-16

Source of Funds: University RR&A, 1978-1979

\$23,000.00

The board in April ratified a contract with Beling Consultants, Inc., Moline, Illinois, to provide engineering services on an hourly rate basis with a maximum of \$790 and the board was now requested to ratify additional engineering services with Beling Consultants, Inc., Moline, Illinois, to provide final design services on an hourly rate basis with a maximum of \$1,378. This figures out to be 9.4 percent of total budget, somewhat higher compensation than normal but due to the small project scope. The physical plant department has been selected for inspection supervision.

Exhaust Duct Installation -- 408 Physics Building

Source of Funds: University RR&A

\$11,000.00

The physical plant department will provide engineering and inspection supervision.

University Hospitals and Clinics -- Gilles Conference Room and Library,
Department of Radiology

Source of Funds: University Hospital Building Usage Funds

\$99,000.00

The University Architect's Office will provide architectural and inspection supervision.

The board was asked to ratify architectural/engineering services awards on six additional projects:

Hawkeye Drive Apartments -- Replace Gutters, Downspouts, Fascias and Sill Covers

The board was asked to ratify selection of Pierce King Associates, Iowa City, Iowa, to provide engineering services on this project on an hourly rate basis at a maximum cost of \$6,286, including reimbursable expenses of \$900. The board has not previously approved this project or budget.

Field House -- Remodel Swimming Pool

The board was asked to ratify selection of Shive-Hattery and Associates, Iowa City, Iowa, to provide additional engineering services on this project through contract administration and project quality control during construction with costs of these services on an hourly rate basis at a maximum cost of \$9,600. In March, the board ratified selection of this firm to provide final design services on an hourly rate basis at a maximum cost of \$11,500; in May, contract was awarded and a revised project budget totaling \$349,205 was approved. The Board Office noted that outside contract administration is necessary because of a tight timetable so that the pool can be used as early as possible in the fall.

Chemistry/Botany Library Renovation -- Rooms 400 and 403

The board was requested to ratify selection of Wehner, Nowysz, Pattschull and Pfiffner, Iowa City, Iowa, to provide additional engineering services consisting of contract administration and project quality control during the construction of the project on an hourly rate basis for a maximum fee of \$2,200. In March, the board ratified selection of this firm to provide engineering services of this \$71,400 project on a lump sum fee basis of \$7,100; the board awarded a contract in May.

Quadrangle Residence Hall -- North Tower Window Replacement and Exterior
Masonry Repair

The board was asked to ratify selection of Pierce King Associates, Iowa City, Iowa, to provide additional architectural services consisting of contract administration and project quality control during the construction of the project on an hourly rate basis with a maximum fee of \$1,500, with the fee based on an August 15, 1979 completion date. At its April meeting, the board ratified selection of this firm to provide architectural services on an hourly rate basis at a maximum cost of \$4,025, plus reimbursables, to a

maximum of \$760; the board also approved a budget at that meeting of \$62,700, funded by Dormitory Improvement Fund. At its May meeting, the board awarded a contract which was substantially below the construction budget. The Board Office noted that outside contract administration is deemed necessary to assure timely completion of the project.

Handicapped Accessibility Program -- Elevator Replacement in Six Buildings

The board was asked to ratify selection of The Durrant Group, Inc., Dubuque Iowa, to provide engineering services consisting of preliminary study to establish a project design framework on the basis of a multiple of direct personnel expense with a maximum cost of \$6,500. The Board Office reported this project is a portion of the handicapped accessibility modifications to be undertaken at the University of Iowa from funds allocated for this purpose by the 1979 Legislature (see allocation information, p. 734) The university has programmed a total of eight new elevators as part of these modifications for handicapped accessibility; this contract covers elevators in the Art Building, Hydraulics Laboratory, Children's Hospital, Field House, Agricultural Medicine Research Facility, and the Museum of Art. Elevators are also programmed into Westlawn and Psychiatric Hospital and an elevator modification needs to be made in the International Center; the latter elevators will be part of a later agreement.

The Board Office noted that Phase I engineering services include familiarization with the project site, client users, owner's representative's staff and university handicapped requirements and reported that Phase I should be completed by the time of the board meeting.

Rienow Ramp and Vestibule

The board was requested to ratify selection of Pierce King Associates, Iowa City, Iowa, to provide final design services on an hourly rate basis at a maximum cost of \$3,500. The board has not to date approved the project or its budget.

The board was also requested to grant approval for the executive secretary to sign the final negotiated contract for engineering services with Stanley Consultants, Inc., Muscatine, Iowa, on the Campus Electrical Supply Renovation project with compensation to be at a multiple of two times the direct personnel expense, with a fixed maximum of \$160,000 including compensation for reimbursable expenses not to exceed \$16,000.

The Board Office noted that at its April meeting, the board approved negotiation of an engineering contract with Stanley Consultants, Inc. on this project, which is part of the appropriations made to the Board of Regents for utility needs of the institutions during 1979-1981. The amount requested was \$2,445,000; the university now indicates that the total budget will be \$2,560,000, with a formal project budget to be presented at the July board meeting.

The Board Office noted that deviations from the Standard Agreement between Owner and Engineer were reviewed and are acceptable. Compensation to the engineer is 6.25 percent of the total estimated project budget, which the board staff deemed reasonable for a project of this scope and complexity.

The board was also requested to take special actions on Hawkeye Sports Arena -- Recreation Project and grant:

1. Authority to negotiate a letter format contract for limited architectural assistance
2. Approval of process for obtaining board approval of letter format contract for limited architectural assistance
3. Authority to negotiate a Regents' format Architect-Owner Agreement to be presented to the board for consideration in outline form in July.

The board held an electronic meeting on June 6 (minutes of which have been sent to the board) at which time the board authorized the university to seek architectural assistance for the Hawkeye Sports Arena--Recreation project. The board is asked to ratify its action taken during that meeting.

The Board Office noted that the letter format contract for limited architectural assistance will be approved by the executive secretary after Board Office review and after copies have been forwarded to the board members for comments. If this step is accomplished in a timely fashion, the university plans to present to the board at its July meeting significant elements of a formal Owner/Architect agreement and ask the board for authority for the executive secretary to sign that formal contract, when tendered. The latter action would then be ratified by the board at its September meeting. This procedure will allow progress without the delay inherent because the board does not meet in August.

The Board Office noted that these are the first significant steps which will lead to construction of a Hawkeye Sports Arena and directed the board's attention to another potentially significant step, the request for establishment of an undesignated building fund from student fees, proceeds of which could be used as partial support for the arena project.

Randall Bezanson, Interim Vice President for Finance and University Services, reported to the board that 24 architects (or joint architectural ventures) have submitted materials and 11 of that number are from Iowa. He said the university is in the process of reviewing the materials and of scheduling interviews for the 28th of the month. He said the university is planning to move forward from there with a limited contract which will be sent to the Board Office for authorization, perhaps in July. The university is remaining flexible but moving ahead.

MOTION:

Mr. Barber moved the board approve the Register of Capital Improvement Business Transactions for May 1979; ratify award of construction contracts made by the board's executive secretary; approve the construction contracts recommended for award; approve the revised project budgets as shown; approve the new projects; ratify award of consultants contracts services; approve a change order on the Reconstruction of Boiler #7; reject all three bids received on Burge Residence Hall -- Snow Melting System and direct that the scope of the project be reviewed and rebid at a later date; authorize the executive secretary to sign the final negotiated contract for engineering services with Stanley Consultants on Campus Electrical Supply Renovation; take actions as outlined above

on the Hawkeye Sports Arena--Recreation project and authorize the executive secretary to sign all necessary documents. Mr. Shaw seconded the motion, and it passed unanimously.

ALLOCATION OF STUDENT ACTIVITY AND BUILDING FEES: 1979-1980. The Board Office recommended the board approve the proposed distribution for student activity fees effective with the fall semester of 1979, as shown below, and approve the proposed distribution for building fees with special note given to the establishment of an undesignated building fund supported by \$2.14 per semester of student activity fees and supplemented by \$.96 per student in the summer session.

The Board Office noted that the board last October increased resident undergraduate tuition for 1979-81 by 10.7 percent and also provided that the student fee portion of tuition income would increase by approximately 10.6 percent. As a result of these actions, total resident undergraduate tuition increased to \$830; student fees, as a portion of that, increased from \$65.10 to \$72.07 of the new total tuition rate; and the amount to the general fund went from \$684.90 to \$757.93.

The university is now proposing that total student activity fees be established at \$72.02, with \$27.74 for activities and \$44.28 for building fees. (In October the university indicated that the split would be \$32.07 for student activities and \$40.00 for building fees.) Summer session fees are in addition to the above and are a proration of the approved semester fees.

Elements of the university proposal were highlighted by the Board Office:

Student Activity Fees. The current proposal increases support from \$25.10 for two semesters (1978-1979) to \$27.74, or an increase of 10.5 percent. Eight activities were supported in 1978-1979; nine are proposed for 1979-1980, with the addition of yearbook support.

Building Fees. Current building fee support of student activity fees is \$20 per semester or \$40.00 per year, plus summer session and those fees used to support debt service on Iowa Memorial Union Recreation Building, and Hancher Auditorium. The university proposal prorates the amount of overall student activity fee increase and increases the amount available for building fees by 10.7 percent, yielding \$2.14 per semester or \$4.28 per academic year. This amount will accumulate in an undesignated building fund. In addition, \$.96 will accumulate from summer session student activity fees. The university will seek specific board approval at a later date on the committal of funds in this undesignated building fund for specific projects.

The board previously informed the board on a conceptual basis on the Hawkeye Arena and the anticipation that \$4.12 per student would go toward debt service of some type for construction of the arena. In addition, the university indicated its intent to retire the Iowa Memorial Union bond and pledge that \$8.50 per semester, or \$17.00 per year, to the Hawkeye Sports Arena project debt service.

The Board Office noted that establishment of the undesignated building fund is a significant step toward the construction of additional facilities at the University of Iowa.

Allocation of Student Activity and Building Fees

Amounts in Parenthesis are 1978-79 rates

<u>Student Activities</u>		<u>1979-80</u>
	<u>Per Semester</u>	
Cambus	(\$ 4.12)	\$ 4.54
SPI Board, Inc.	(2.50)	2.50
Lecture Committee	(.30)	.30
Recreation Services	(.50)	.50
UICAC	(2.50)	2.82
UISAS	(2.50)	2.83
UISA Office	(.06)	.07
Contingency	(.07)	.06
Yearbook	(.00)	.25
	<u>(\$12.55)</u>	<u>\$13.87</u>

		<u>Summer Session</u>
SPI Board Inc.	(\$ 1.00)	\$ 1.00
Cambus	(.15)	.25
UISA Office	(.33)	.33
Contingency	(.07)	.13
	<u>(\$ 1.55)</u>	<u>\$ 1.71</u>

<u>Building Fees</u>		<u>Per Semester</u>
Iowa Memorial Union	(\$ 8.50)	\$ 8.50
Recreation Bldg.	(3.50)	3.50
Hancher Auditorium	(8.00)	8.00
Undesignated Building Fund	(.00)	2.14
	<u>(\$20.00)</u>	<u>\$22.14</u>

		<u>Summer Session</u>
Iowa Memorial Union	(\$ 4.00)	\$ 4.00
Hancher Auditorium	(5.00)	5.00
Undesignated Building Fund	(.00)	.96
	<u>(\$ 9.00)</u>	<u>\$ 9.96</u>

L.R.B.
5/17/79

Regent Shaw noted, in reference to the university's intent to retire the Iowa Memorial Union bonds, that the university should be cautious so that it does not take steps which are disadvantageous as to interest rates, and so forth. Mr. Bezanson replied that the university is planning to establish a kind of trust instrument to pay off bonds while earning interest and convert the amount pledged to the Union. An undesignated building fund will be specifically maintained.

Donald Stanley, President of the Student Body, noted that the only change recommended by the student group to the administration was the establishment of a yearbook fee. He added that the yearbook was published last year for the first time in five years and that the student government believes a permanent yearbook is important. President Boyd noted that the university hopes to reinstate yearbook publication on a firm funding foundation. Regents agreed that publication is useful.

MOTION:

Mr. Bailey moved the board approve the distribution for student activity fees effective with the fall semester of 1979 at \$27.74 for two semesters and distribution for building fees for 1979-1980 be \$44.28, with establishment of an undesignated building fund supported by \$2.14 per semester of student activity fees and supplemented by \$.96 per student in the summer session. Dr. Harris seconded the motion, and it passed unanimously.

COMMENDATION. Donn Stanley, President of the Student Body, requested permission to read a letter which will be sent to the retiring Regents. The board granted him that opportunity. The letter read:

On behalf of the students at the regental institutions I would like to thank you for the time and energy you have put into your service as a regent.

It is because of the work you and the people like you do that we can be assured that we will maintain the quality of excellence that we have come to expect from our state institutions.

Thanks for your service and good luck in your future endeavors.

President Petersen commented that the board will miss both Regents but that they will check on them when they meet in Cedar Falls. She said they set a high standard for the rest of the board to meet.

TENANT PROPERTY RENTALS. The Board Office recommended the board approve new rental rates proposed on the university rental units for the year September 1, 1979, through August 31, 1980, with all rate increases 7 percent or less unless otherwise-provided for in lease agreements prior to establishment of the President's wage and price guidelines.

The university noted that rental rates are based on rental rates for comparable facilities in the community, except for rates for pre-school, Student Senate Coops and day care centers where rates are intended to cover only average repair and maintenance costs.

Monthly rate increases for next year are summarized as follows:

<u>Residences</u>		<u>Apartments</u>		<u>Rooms</u>	
\$8	1	\$4	4	\$2	27
10	1	5	7	3	24
15	1	6	1	4	1
20	4	7	5	5	1
		8	35		
		9	1		
		10	14		

The university reported two changes made since July 1, 1978:

300 Myrtle is to be converted from a single family dwelling to student coop housing;

409½ Melrose has been taken out of service as a rental property and is to be razed.

MOTION:

Mrs. Belin moved the board approve the tenant property rentals for the period September 1, 1979, through August 31, 1979, as presented. Mr. Bailey seconded the motion and, on roll call vote, the following voted:

AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.

NAY: None.

ABSENT: None.

The motion carried.

UNIVERSITY HOSPITALS CAPITAL DEVELOPMENT AND REDEVELOPMENT PROJECT. The Board Office recommended the board receive the University Hospitals capital development and redevelopment projects report as submitted by the institution.

The Board Office noted that University Hospitals is submitting its annual update to the board on capital projects to be carried out in University Hospitals' facilities during the next three years, on projects envisioned to be undertaken over the next biennium, and on projects which are beyond those set forth in the report. The last report was received by the board in July 1978. The major project noted at this time is Phase A of the South Pavilion project which will probably be presented to the board at either the September or October meeting for initial action.

The Board Office noted that all of these projects are supported by a combination of University Hospitals building repairs funds, building usage allowances, and gifts and grants funds and will require approvals by the Office of Health Planning and Development, the Department of Health, and other planning agencies under federal law and the Iowa Certificate of Need Statute.

The Board Office noted that during the past five years, University Hospitals has been deeply involved in redevelopment of its facilities.

1974-75 - 16 projects were approved by the board at an estimated cost of \$1.5 million, in addition to the \$15 million North Tower project.

1975-76 - 19 projects were undertaken totaling \$1.7 million, in addition to construction of Phase A of the Carver Pavilion (in excess of \$17 million); a second hospital parking ramp (\$3 million); and an access road and site development to the Carver Pavilion (in excess of \$800,000).

1976-77 - 21 projects were approved, totaling \$2.4 million.

1977-78 - 17 projects were undertaken directly in the hospital funded by almost \$3 million in building usage funds and about \$100,000 in hospital RR&A; in addition, 4 projects were undertaken in the Hospital School totaling \$170,000 and 2 projects in the Psychiatric Hospital utilizing Psychiatric Hospital usage funds.

1978-79 - 14 projects were undertaken from building usage funds totaling \$2,155,923; in addition, contracts for the Carver Pavilion Project, Phase B, were awarded following sale of \$12 million in bonds last fall. (The Carver Pavilion project has a current budget of \$13,818,720.) Also funded from that bond sale was a low pressure steam line connection with a budget of \$173,500 and an expansion of the chilled water plant at a cost of \$1,706,311.

Hospital Schools undertook two projects, both involving improvements to the fire alarm system totaling \$178,000; Psychiatric Hospital undertook remodeling of the adult dining rooms at a cost of \$20,000 funded from Psychiatric Hospital RR&A.

Major projects at University Hospitals itself included development of an expanded renal dialysis center and modern family center labor and deliver suite, \$1.3 million; construction of an emergency helipad, \$27,300; and interior completion of the fifth floor southwest addition, \$144,432.

The Board Office listed some of the major projects envisioned to be undertaken in 1979-80:

- . Energy management projects for better utilization of utilities.
- . Development of pedestrian mall between parking ramp #1 and general hospital.
- . Expansion and consolidation of neo-natal intensive care and newborn units on 4 West in space vacated on completion of new labor/delivery suite

- . Remodeling of existing space on 4 Tower and finishing of adjacent shell space on 4th floor North Tower to provide a resident physician's study, nurses' locker room, student audio visual carrels, and a patient examination fetal monitoring unit.

The Board Office noted that most of the projects to be undertaken during the next three years have been designed to functionally interface with the North Tower addition as well as the Carver Pavilion, Phases A and B.

The Board Office reported that the board will consider these projects individually as they come forth in the Capital Improvement Register under the "new projects" section. This report is intended to be used as a guide by the board to put individual projects into some sort of overall framework on hospital capital development and redevelopment plans.

The Board Office noted that additional support to University Hospitals in the next year from capital appropriations will be funneled through handicapped accessibility program appropriations and through the construction of improved electrical service on the west campus, which will be then tied back to the east campus Burlington Street station. These improvements are over and beyond hospital funds, as was the west campus substation in the current year.

The Board Office noted that board members should feel free to ask questions about any project listed, so that University Hospitals can be guided by board thinking about plans at an early date and further recommended board receipt, not board acceptance, of the report so there will be no misunderstanding that the board approves the projects listed therein.

In response to a question from Regent Belin concerning University Hospitals expansion as it affects the fieldhouse, President Boyd said he did not believe the problem could be resolved and that it is a matter of great concern. He indicated that he is interested in having a passageway through the whole area, but that the hospital is concerned about "bringing in all those germs." He said it would be good for persons hospitalized to see students who are passing through and hoped that something can be worked out. He added that since the armory has to stay on, perhaps the passageway could be in it, a possibility which might make the connection more palatable and might be conducive to good relations. He noted two other interesting passageways: one through the health sciences library which is open 24 hours a day and the other through the basic sciences building, an inside passageway also open around the clock.

President Boyd also mentioned that he would like to find recreation space on the east side of the river for playfields and is interested also in usage of the area south of Melrose and close to the west residence halls.

President Petersen received the report on behalf of the board.

President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the University of Iowa. There were none.

IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Wednesday, June 20, 1979.

OPERATION OF TENURE POLICIES FOR 1978-1979. Discussion and action pertaining to the Operation of Tenure Policies, 1978-1979, are found in the general portion of these minutes.

FINAL OPERATING BUDGET, 1979-1980. The Board Office recommended approval of the final budget for Iowa State University for 1979-1980 in the following amounts:

General University	\$95,070,266
Agriculture and Home Economics Experiment Station	10,656,916
Cooperative Extension Service in Agriculture and Home Economics	11,788,272
Livestock Disease Program	300,000
Coal Research	300,000
Other Restricted Programs (including \$16,440,000 for Dormitory and Dining Services)	<u>71,697,644</u>
TOTAL	<u>\$189,813,098</u>

The Board Office also recommended approval of the setting of the salary of the president of \$63,355 for 1979-1980.

The Board Office highlighted elements of the final budget, with particular reference to changes from the preliminary budget submitted to the board in May:

- General University. Institutional income of \$24,323,000 consists of \$21,630,000 from student fees and the balance from other sources. Neither the total nor any of its components has been revised from the preliminary budget. Adjustments were made in preliminary budget funding from appropriations, however, which increases the total by \$51,000 to \$70,747,000:

Continuing education - interinstitutional reallocation of the \$100,000 appropriated	- \$9,000
Replacement of federal veterinary education capitation losses based on known reduction of 20 percent in capitation in funding but an estimate of enrollment on which funding is calculated. The university is placing this amount in a reserve account from which funds will be allocated or reverted as appropriate after grant award notices have been received.	+\$60,000
	<u>\$51,000</u>

The university's share of the \$300,000 capital project appropriation for equipment has not been included in the operating budget. Allocation of a portion of this appropriation to Iowa State University is proposed in the general section of the docket,

The university summarized its \$95,070,000 General University expenditure budget, including the \$51,000 appropriation addition noted previously, and adds adjustments subsequent to preliminary budget to faculty and institutional officials (F&IO), professional and scientific staff (P&S), general service staff (GSS), and supplies and services (SAS):

(000s omitted)

	<u>F&IO</u>	<u>P&S</u>	<u>GSS</u>	<u>Fuel</u>	<u>S&S</u>	<u>Total</u>
Essential Program Adjustments			3	4	104	\$111
Enrollment Increase	300					300
Continuing Education					70	70
Federal Funds Replacement					60	60
<u>Program Adjustments</u>	<u>8</u>	<u>149</u>	<u>76</u>	<u>-</u>	<u>-242</u>	<u>-9</u>
Total	308	149	79	4	- 8	532
Less: Ess. Program Adjustments						-111
Enrollment Increase						-300
Continuing Education						- 70
Net Adjustment						<u>\$ 51</u>

Essential program adjustments increases result from appropriations of \$10,975 for operating the waste chemical handling facility and \$100,000 for student aid. The amount appropriated for student aid as an essential program adjustment plus a five percent increase in the student aid base budget amounts to a total increase of \$218,000 which is to offset the cost to students of the increased tuition rates.

Of the \$300,000 appropriated for enrollment increase costs, about \$254,000 is allocated to 20 specific teaching positions, with the \$46,000 balance allocated to university temporary teaching account

Continuing education and federal funds loss replacement are discussed on pp. 727-728. Program adjustments reflect increases in charges to other departments which include salaries.

Allocation of funds to the various colleges are increased over 1978-1979 by the following amounts: Agriculture, 8 percent; Design, 14.5 percent; Education, 8.9 percent; Engineering 8.4 percent; Home Economics, 7.1 percent; Sciences and Humanities 8.5 percent; College of Veterinary Medicine, 7.6 percent; Graduate College allocation is decreased by 0.7 percent in the 1979-1980 allocation. A random sampling of departmental funding reveals increases for 1979-80 over 1978-79 of about 3 percent to as much as 40 percent.

Allocation of funds to reserve accounts are increased over the 1978-79 budget as follows: Reserve for matching funds from \$130,000 to \$165,000; reserve for pay adjustments, \$275,000 to \$460,000; reserve for temporary teaching assignments, \$492,400 to \$582,000; unallocated, \$242,851 to \$617,193. The reserve account for waste chemical handling remains the same. Two new accounts are established in the 1979-1980 budget: reserve for federal fund loss at \$60,000 and reserve for sick leave payout at \$161,700. The university noted that the unallocated amount provides for budgeting flexibility and is to be used for unanticipated expenditures for supplies and services and for equipment providing salary lapses permit.

Student activity fees have been increased and income is budgeted at \$1,939,648 for 1979-1980 as compared with \$1,316,515 for 1978-1979. These amounts cover debt service on certain buildings and student activity programs.

- Agriculture and Home Economics Experiment Station. Neither institutional income (\$2,558,000) nor appropriations (\$8,099,000) amounts are changed from preliminary budget figures.
- Expenditure reductions of \$55,000 in faculty and institutional officials salaries, \$8,000 for professional and scientific staff salaries and \$8,000 in general service staff salaries has been applied to supplies and services following development of the preliminary budget on the basis of salary policies for the General University and determination of detailed split of salaries between the General University and the Experiment Station.

A budget of \$260,000 is proposed for salary savings which may be compared with \$200,000 budgeted and \$260,000 currently estimated for 1978-1979.

- Cooperative Extension Service in Agriculture and Home Economics. Funding amount of \$7,557,000 in state appropriations and \$4,231,000 in federal funds (based on an estimate of the federal budget for the Smith-Lever program currently under consideration in Congress) are the same as those proposed in the preliminary budget and total \$11,788,000.

Expenditure adjustments from the approved preliminary budget include reallocation of \$197,000 to supplies and services from faculty and institutional officials salaries (\$54,000), professional and scientific staff salaries (\$127,000), general service staff salaries (\$16,000), as a result of detailed budget calculations, coordination of split positions with the General University, reclassification of positions between faculty and professional and scientific categories, adjustments for health insurance premiums, a shift of some support to county funds, and application of the same salary policies as for the General University.

Salary savings are estimated to be \$300,000, compared with an amount of \$160,000 budgeted in 1978-1979 and a current estimate of actual salary savings of \$280,000 for 1978-1979.

- Other Programs. Institutional material includes a listing of new and increased project support based on the increase in the standing appropriation from \$200,000 per year to \$300,000 per year for livestock health research by the College of Veterinary Medicine (under the general direction of the Livestock Advisory Council) and sets forth the Iowa Coal Projects to be performed for \$300,000 (\$200,000 for 1979-80 and \$100,000 for 1980-81 as the program phases out).

The institutional budget for 1979-1980 also includes contracts and gifts for special purposes (\$26,907,933) and auxiliary enterprises (\$45,389,711). The latter includes the budget for dormitory and dining services (\$16,440,000) for operating income to cover operating expenses (\$13,731,413), bond requirements and reserves (\$2,270,885), and university overhead (\$249,000), leaving \$188,702 for surplus.

President Petersen noted that budget ceilings, and special allocations and appropriations made for a variety of projects are all included in the institutional material.

MOTION:

Mr. Bailey moved the board approve final budgets of \$95,070,266, General University; \$10,656,916, Agriculture and Home Economics Experiment Station; \$11,788,272, Cooperative Extension Service in Agriculture and Home Economics; \$300,000, Livestock Disease Program, \$300,000, Coal Research; and other restricted programs of \$26,307,933 including \$16,440,000 for dormitory and dining services, for a total budget of \$189,813,098. He also moved the salary of the president by set at \$63,355 for 1979-1980. Mr. Barber seconded the motion, and it passed unanimously.

The following business pertaining to Iowa State University was transacted on Thursday, June 21, 1979.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for May 1979 were ratified by the board.

CHANGE IN TITLE OF GRADUATE MAJOR IN ART AND DESIGN. The Board Office recommended approval of the request to change the title of the graduate major in Art and Design from Applied Art to Art and Design.

The Board Office noted that this change was already approved by the board with respect to the approval of the name change for the department; thus program change is consistent with the previous action. The university indicated no programmatic changes are indicated by the name change.

MOTION:

Dr. Harris moved the board approve the change in title of the graduate major in Art and Design from Applied Art to Art and Design. Mr. Shaw seconded the motion, and it passed unanimously.

MASTER OF PUBLIC ADMINISTRATION DEGREE. The Board Office recommended referral of the proposed Master of Public Administration degree to the Interinstitutional Committee for Educational Coordination and the Board Office for review with special attention given to the question of duplication, since similar degrees exist at the University of Iowa and Drake University.

The university is requesting permission for the Department of Political Science to offer the Master of Public Administration (MPA) degree to persons who are working, or hope to work, in public administration positions. This professional degree would include a strong academic component as well as supervised work experience.

The university listed justification for the proposed M.P.A. as follows:

1. Ample academic precedence at other universities and programmatic guidance from the National Association of Schools of Public Affairs and Administration.
2. A very strong unsaturated job market for people with such training.
3. Response to administrative urgings to devise new educational programs directed toward nontraditional clientele.
4. Service to citizens throughout the state who are seeking to enhance the skills necessary for their present or future employment by state and local governmental agencies.

Regents requested information concerning the size of the Drake program and the cost to the student at Drake, as well as the need for this degree in view of those being offered at other institutions.

In response to a question from Regent Belin, Vice President Christensen noted that 55 credits were proposed for completion of the degree, more than usual for a master's degree.

MOTION:

Dr. Harris moved the board refer the proposal for a Master of Public Administration degree to the Interinstitutional Committee for Educational Coordination and the Board Office for review. Mrs. Belin seconded the motion, and it passed unanimously.

ORGANIZATION OF THE DEPARTMENT OF INTERCOLLEGIATE ATHLETICS. The Board Office recommended approval of the request to place administrative responsibility for men's and women's intercollegiate athletics under the Department of Athletics pending receipt of cost information on the reorganization, which was not included with the proposal.

The university reminded the board that in March Iowa State presented a tentative plan to reorganize the intercollegiate athletic program to the board. At that time the university was making plans to place administrative responsibility for both men's and women's intercollegiate athletics under the Department of Athletics, effective July 1, 1979. This department is currently responsible for men's intercollegiate athletics, while the Department of Physical Education administers women's intercollegiate athletic programs.

According to the university, the purpose of the original study was to determine the feasibility and the way to combine the programs into one activity, operating under one athletic council and directed by one athletic director. Mr. Louis G. McCullough, Director of Men's Intercollegiate Athletics, was asked to formulate plans for the combination and his proposal has been approved as the basis for the new organization and operation.

The university reported that the objective of the plan is to combine similar sports programs as much as possible where there are both men's and women's participating teams to maximize utilization of the facilities and improve scheduling coordination between all varsity activities. The athletic business office will assume responsibilities for managing finances for both programs.

President Parks noted that the proposal follows a careful study of the situation at the university and is reminiscent of a similar combination in Physical Education several years ago, an action with which the university has been pleased. He said that it is more economical for an institution which operates athletics from a limited budget to combine administrations than to provide separate but equal facilities. In addition, the combination will be important in the future, whatever the guidelines from the U.S. Department of Health, Education and Welfare turn out to be.

He said the university is unable to estimate the cost of this proposal or predict monetary benefits although it is the university's objective to get more for its money. He said there will not be additional salaries lines and, with the same amount of dollars, will be able to improve the stature of women's athletics.

MOTION:

Mrs. Belin moved the board approve the request to place administrative responsibility for men's and women's intercollegiate athletics under the Department of Athletics. Dr. Harris seconded the motion, and it passed unanimously.

APPOINTMENTS OF UNIVERSITY ADMINISTRATORS. The board was requested to approve the following appointments and reappointments:

Frederick G. Smith as Acting Chairman of the Department of Botany, effective July 1, 1979.

Charles B. Handy, Chairman of the Department of Industrial Administration, for a three year period effective July 1, 1979.

Paul A. Dahm, reappointment as Chairman of the Department of Entomology, for a four-year term beginning July 1, 1979.

Richard D. Warren as Director of the Research Institute for Studies in Education and Professor of Education in the College of Education, effective July 1, 1979.

Abraham Epstein as Acting Head of the Department of Plant Pathology, Seed and Weed Sciences, effective July 1, 1979.

Franklin A Ahrens as Acting Chairperson of the Department of Veterinary Physiology and Pharmacology, beginning July 1, 1979.

Jeanine R. Carithers as Acting Chairperson of the Department of Veterinary Anatomy, beginning July 1, 1979.

MOTION:

Mrs. Belin moved the board approve the appointments and reappointments listed above. Mr. Bailey seconded the motion, and it passed unanimously.

PROMOTION AND CHANGE IN TITLE OF ADMINISTRATOR. The board was requested to change the title of Warren R. Madden from Assistant Vice President for Business and Finance to Associate Vice President for Business and Finance and Budget Officer, effective July 1, 1979.

MOTION:

Mr. Bailey moved the board change the title of Warren R. Madden from Assistant Vice President for Business and Finance and to Associate Vice President for Business and Finance and Budget Officer, effective July 1, 1979. Mr. Barber seconded the motion, and it passed unanimously.

APPOINTMENT OF SECRETARY. The board was requested to approve the reappointment of Bernard O. Randol, Comptroller, to be University Secretary for the fiscal year beginning July 1, 1979.

MOTION:

Mr. Bailey moved the board reappoint Bernard O. Randol, Comptroller, to be University Secretary for the fiscal year beginning July 1, 1979. Mr. Wenstrand seconded the motion, and it passed unanimously.

APPOINTMENT OF TREASURER. The board was requested to approve the reappointment of Warren R. Madden as University Treasurer for the fiscal year beginning July 1, 1979.

MOTION:

Mr. Bailey moved the board reappoint Warren R. Madden as University Treasurer for the fiscal year beginning July 1, 1979. Mr. Wenstrand seconded the motion, and it passed unanimously.

MEMORANDUM OF AGREEMENT ON SPACE RENTAL - IOWA STATE UNIVERSITY BOOKSTORE.

The board was requested to approve the Memorandum of Agreement, which increases the annual cost per square foot of 20,000 square feet rented to the Iowa State University Bookstore from \$4.00 to \$4.50.

The Board Office noted that at the April board meeting, the Regents approved an ISU Memorial Union Memorandum of Agreement establishing rental rates per square foot for other tenants in the Memorial Union including 3,000 square feet of unfinished storage space for the bookstore on the second floor of the 1978 south addition to the Memorial Union at a cost of \$2.50 per square foot. The current Memorandum of Agreement covers an additional 20,000 square feet of finished space on the ground and basement floors of the 1972 southeast addition of the Memorial Union, which the bookstore has rented since 1972 at an annual cost of \$4.00 per square foot.

The revised Memorandum of Agreement proposes \$4.50 per square foot rental until changed by mutual agreement of the principals with approval of the Regents. The revision, according to the university, will equalize bookstore rent with rents for similar space by other university occupants in the Union. Annual cost of the lease is \$90,000 to the bookstore, an auxiliary enterprise.

The Board Office recommended approval of the increase of the annual rental rate to \$4.50 for the Iowa State University Bookstore in the space specified above.

MOTION

Mrs. Belin moved the board approve the Memorandum of Agreement which increases the annual cost per square foot of the 20,000 square feet of finished space on the ground and basement floors of the 1972 southeast addition of the Memorial Union rented to the Iowa State University Bookstore to \$4.50. Mr. Barber seconded the motion and, on roll call vote, the following voted:

AYE: Bailey, Barber, Belin, Brownlee, Harris, Shaw, Slife, Wenstrand, Petersen.

NAY: None.

ABSENT: None.

The motion carried.

SPECIAL SECURITY OFFICERS. The board was requested to commission the following as permanent or temporary Special Security Officers:

Permanent Special Security Officers - Larry Choat, Michael Daub, Richard Gustafson, Cynthia Kaufman, Leo McNally, and Douglas Clabaugh.

Temporary Special Security Officers - Fred Behr, Laverne Butterbaugh, Marvin Harryman, Steven Hasstedt, David Litchfield, William Price, and David Weiss.

MOTION:

Mr. Slife moved the board commission those named above as permanent or temporary Special Security Officers, as specified. Mr. Bailey seconded the motion, and it passed unanimously.

AREA EXTENSION OFFICE LEASE, DUBUQUE, IOWA. The Board Office recommended that a five-year lease with Stark Enterprise, Inc., for 2,432 square feet of office space, to house the Iowa State University Area Extension Office in Dubuque, be approved at an annual cost of \$5.35 per square foot.

The Board Office noted that the previous lease for the space, which the Extension Office has occupied since 1969, was renewed in 1974 with an increase in cost of \$0.25 per square foot, to \$4.00 or a 6.7 percent increase over the life of the lease. The proposed increase for the next five years is \$1.35 per square foot to \$5.35, or an average increase of 6.8 percent per year over the life of the lease. The annual lease will cost \$13,011.

The university reported that comparable office space in the Dubuque area costs from \$5.50 to \$7.50 per square foot. Moreover, the lessor has agreed to delete a rent escalation clause from the lease, which includes custodial services, utilities, and parking.

The Board Office reported that terms and conditions of the lease have been examined by the university for compliance with Regents' policies and procedures, and a copy of the lease is on file at the Board Office.

MOTION:

Mr. Brownlee moved the board approve the five-year lease with Stark Enterprise, Inc. of Dubuque, Iowa for 2,432 square feet of office space to house the Iowa State University Area Extension Office in Dubuque on the second floor of 1890 John F. Kennedy Road, Dubuque, at \$5.35 per square foot. Mr. Bailey seconded the motion.

Regent Bailey questioned the differences in rates between what the university is charging per foot to the ISU Bookstore (\$4.50) and what it is paying for space in this lease. Vice President Moore said the university has no way to compare whether the quality is similar and added that costs vary from community to community. He agreed, however, that the bookstore has superior space and doubted than any area offices have better accommodations.

VOTE:

On roll call vote, the following voted:
AYE: Bailey, Barber, Belin, Brownlee,
Harris, Shaw, Slife, Wenstrand,
Petersen.
NAY: None.
ABSENT: None.
The motion carried.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS FOR PERIOD OF MAY 19 THROUGH JUNE 21, 1979. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period of May 19 through June 21, 1979, had been received by him, was in order, and recommended approval.

The following construction contracts awarded by the executive secretary were recommended for ratification:

Utilities -- Steam Tunnel Improvements

Award to: Hurst Excavating, Inc., Waterloo, Iowa \$174,000.00

The university also submitted a detailed project budget, showing the contract award, at the amount originally approved for the project of \$250,000. The project is funded from Academic Revenue Bond Proceeds.

Veterinary Medicine Facilities -- Mechanical System Modifications

Award to: Air Conditioning, Inc., of Ames, Iowa \$55,557.00

The Board Office reported that the university in April gave an estimated total cost of work of \$225,000. The university was working with the architect, Henningson, Durham and Richardson, to assess costs on the project between the university and the architect, since these modifications are needed to make certain portions of the facility usable for intended functions. The project entails significant modifications to the air handling system on the facility completed in 1976.

The university received excellent bids and, as a result, is submitting an amended project budget with total costs of \$120,000. Source of funds are

Veterinary Medicine Facilities project funds (\$62,000) and Henningson, Durham and Richardson (\$58,000). The university will pay one-half of the final contract price, one-half of all contingency and/or miscellaneous costs, and all inspection costs incurred by the university's construction services staff; the balance of the costs will be paid by Henningson, Durham and Richardson.

Vice President Moore reported that the cost assessment agreement with the architect is firm "after an hour or two of negotiation with one of the principles of the firm," and he is confident the arrangement will be consummated. He said he wants to the system to work right.

Exterior Painting and Repairs -- 1979

Award to: Swanson and Youngdale, Inc., Des Moines, Iowa \$46,800.00

The Board Office reported that the executive secretary waived the irregularity of a single bid because six companies checked out plans and specifications, but, for a variety of reasons, five firms did not submit a bid--evidently solely for bidders' choice. In addition, the single bid received is from a reliable firm and is substantially below the amount budgeted for this work.

The university also submitted an amended project budget showing the contract award and keeping estimated project cost at \$80,000 funded from RR&A (\$65,000) and Dormitory System Improvement Fund (\$15,000).

Ankeny Research Center -- Hay Storage Building and Calf Housing Building

The Board Office reported background information on this project: On September 15, 1978, a fire virtually destroyed the Fitch Barn located at the Ankeny Research Center. Replacement of space lost will be made by construction of two buildings--one for hay storage and the other for calf housing. In December 1978, bids were received for the construction of the hay storage building. A single bid was received which was disqualified because of improper bid security. At that time, the board authorized the university to negotiate a contract for replacement of the hay storage building upon completion of funding arrangements. On May 14, 1979, the Executive Council adopted a resolution for funds in the amount of \$102,204.91 for electrical fire damage to the Fitch Barn. The university has negotiated a contract for the construction of the hay storage building with Lester's of Minnesota, Inc., Lester Prairie, Minnesota, in the amount of \$17,588.00, a proposal which exceeds by only \$603 their original December bid. This bid now includes full compliance with bidding documents.

The university also submitted a project budget detailing the contract award and showing that \$49,000 is reserved for a future contract on the calf housing building for which bids will be taken this summer. The total project budget is \$75,000 of the maximum amount authorized by the Executive Council of \$102,204.91. The Executive Council will issue warrants upon submission of detailed statements following review of those statements by the State Auditor.

The board was asked to approve the following new project budget and description:

Friley Hall -- West Dining Room Floor Replacement

Source of Funds: Dormitory System Improvement Fund \$45,000.00

The board was also asked to ratify institutional actions on two contracts involving outside consultants:

Campus -- Master Planting Plan

The board was asked to ratify selection of Lewis L. Hawkins, Registered Landscape Architect, to develop a comprehensive landscape planting plan for the campus at a rate of \$8.00 per hour, with a maximum total payment limited to \$6,000. Source of funds is Physical Plant Operation. The university reported that the project involves a review of the history of the campus landscape development, conferences with university faculty and staff who have an interest in the campus landscape, and the preparation of a master planting plan sowing plant types for the various zones of the campus.

Regent Bailey complimented the university on contracting for services at the rate of \$8. Mr. McMurray noted that Mr. Hawkins is a landscape architect formerly with the Iowa Department of Transportation and that, normally, services would be retained by the physical plant on an hourly rate basis, but Mr. Hawkins desired a more formal agreement.

Music Building -- Acoustical Consultation

The board was asked to ratify selection of R. Lawrence Kirkegaard and Associates, Inc., Lombard, Illinois, to provide consulting services on the audio system and recital shell of the Music Building on an hourly rate basis, with total compensation not to exceed \$9,000.

The university reported that this firm is the acoustical consultant for the building and has worked throughout the project in conjunction with and as a subcontractor to the architect. The services to be provided are outside of the work described in the Owner/Architect agreement.

Source of funds is the Music Building equipment appropriation allocated to Iowa State University.

The board was also asked to approve the following consultant contract:

Library Addition -- Phase I

The university asked for approval of the selection of John Hart, Inc., Des Moines, Iowa, as cost consultant to work with the project architect to provide cost control during the design phases of the Library Addition project, with compensation on an hourly rate basis and total compensation not to exceed \$36,225. This contract is submitted to the board for approval because it is over \$25,000 and signature on the agreement will be that of the executive secretary of the board.

MOTION:

Mr. Bailey moved the board approve the Register of Capital Improvement Business Transactions for the period of May 19 through June 21, 1979; ratify award of construction contracts made by the board's executive secretary; approve the new projects; ratify award of consultants contracts services; approve the consultant contract; and authorize the executive secretary to sign all necessary documents. Mrs. Belin seconded the motion, and it passed unanimously.

President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to Iowa State University. There were none.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Wednesday, June 20, 1979.

OPERATION OF TENURE POLICIES FOR 1978-1979. Discussion and action pertaining to the Operation of Tenure Policies, 1978-1979, are found in the general portion of these minutes.

PARIETAL RULE CHANGE. The Board Office recommended:

that the parietal rule for sophomores beginning with the academic year 1979-1980 be suspended on an experimental basis for a period of two years to ascertain if educational benefits received by those who live in the dormitories can be maintained and improved; and

that it be understood the present parietal rule is automatically re-instated for sophomores at the close of the two-year suspension unless the board takes action to extend the period of suspension.

The university submitted extensive documentation to the board supporting the request for suspension of the parietal rule for sophomores and retention of the rule for freshmen. The request was approved by President John Kamerick.

The University of Northern Iowa Residence Hall Association (RHA), indicating a 5,000 student constituency, reported the following reasons, developed through direct contacts and association committee action, for the proposed rule change:

1. Students are not in favor of the parietal rule.
2. The RHA philosophy is that of self-actualization or of individuals striving to do the best they are capable of doing. For this to occur, the individual must be receptive to psychologically stimulating experiences.
3. Residence hall living, through close association with other individuals and the opportunity to improve interpersonal relationships, coupled with the opportunity to learn is acknowledged as having a positive influence.
4. The opportunity for the positive impact of self-actualization is enormous the freshmen year because the rule can be considered self-imposed and learning is "constructive, deep, and important."
5. "During the sophomore year, what is to be gained from the residence halls must come from the initiative of the individual. It is no longer obvious and easily ingested." If sophomores are required to live in the residence halls, a negative attitude toward the system may result.

The RHA report, in reference to the Regents' position that maximum dormitory occupancy must be maintained to assure orderly retirement of bonded debt, notes that the parietal rule "is perhaps causing part of overcrowding (tripling) that is occurring (to the detriment of those tripled)."

A report prepared by Clark Elmer, Director of Housing, Robert Hartman, Carl Jardine, and Gary Shontz, noted that the philosophy of the UNI residence hall system reflects the educational goals and objectives of the institution. An effort is made to maximize student educational potential through:

1. Surroundings conducive to the well-rounded development of the individual.
2. Opportunities for the development and practice of interpersonal, social, cultural, and athletic skills through participation in a wide variety of living and learning experiences in an atmosphere of democratic process.
3. Professional and peer-group leadership which will insure that a maximum emphasis is placed upon an active concern for the individual and the development of his/her potentials. Inherent in this concern is recognition of the worth and dignity of the individual, and the belief that he/she has certain rights and responsibilities guaranteed as a member of our democratic society and as a student of the University of Northern Iowa.

The report further indicated that the UNI Student Association, as well as the UNI Resident Hall Association, initiated the parietal rule review on November 29, 1978. Both groups concluded that the value of the educational experience did not warrant the maintenance of the parietal rule for sophomores and that the fiscal impact of a modified rule would be minimal "... because of the shortage of off-campus housing and because satisfaction with the residence hall life is quite high." Concurrently, support of retaining the parietal rule for freshmen was based solely on educational grounds.

The administration report described the residence hall facilities, pointing out that the common room design is for two students although some single rooms do exist. In addition to providing attractive living quarters, the university provides main lounges in each hall, recreation, music, and laundry facilities. Four dining centers serve the 5,000 students who live in residence hall. Several choices exist in environment and type of meal contract. All residents have 24-hour information and security assistance at each main entrance.

The entire residence hall program is administered by three professional staff in the central Housing Office, nine professional staff in the nine halls; and 92 resident assistants. In 1977, the university established the position of Coordinator of Residence Hall Programs to give additional support to the commitment to quality growth and development through residence hall living.

UNI uses the "house system" or groupings of about 60 residents whose group activity encompasses social, cultural, educational, and self-governing facets. Participation by residents is encouraged "in order for them house communities to be supportive of students' educational goals. The educational role of the house system is addressed by staff in leadership training; discussions of house concerns and issues; provision of educational, cultural and recreational programs; mediation of conflicts; confrontation of inappropriate behavior; feedback; and information about resources and programs.

The university administration proposal cited the following concerning the fiscal impact of parietal rule suspension for sophomores:

1. There will be an enrollment and dollar impact, although the dormitory system will remain financially sound at least through the ten-year period forecast.
2. Changes in space use and total space will take place; however, they will result from overall declining enrollment, including a change in the parietal rule for sophomores.
3. Marginal changes will be needed in dormitory rates beyond inflation costs to maintain the fiscal viability of the system during the period considered.
4. Fiscal policy will be to avoid using surpluses for other than nonrecurring expenses, with assessment of fees at the minimum level necessary to maintain stability. No appropriated funds or student activity fees should support the system which should operate as an auxiliary enterprise.
5. Forecasting beyond ten years is of questionable reliability.

The Board Office recommended that the parietal rule for sophomores be suspended for two years on an experimental basis while a determination is made concerning maintenance and improvement of educational benefits without dormitory living. Unless the board acts to continue the suspension at the close of academic year 1980-1981, the present rule will be automatically reinstated for sophomores at that time.

President Kamerick introduced Craig Lathrop, President of the UNI student body; Tom Cate, President, Residence Hall Association; Thomas Hansmeier, Vice President for Student Services; Bob Hartman, Associate Director of Housing; and Carl Jardine, Coordinator of Residence Hall Programs. President Kamerick while noting the Board Office suspension proposal was not the same at the university's said it was acceptable the university recommended indefinite suspension.

Mr. Cate, RHA President and member of the committee which presented the report, noted that "We of the RHA view the residence hall system as more than a house where a student sleeps. It is an extension and part of the student's education beyond the classroom. With that in mind, the RHA has made this request." Educational benefits acquired during the first year decline in the second year and each year thereafter. Mr. Cate concluded that "the request is complementary to the central housing report."

MOTION:

Mr. Bailey moved the board suspend the parietal rule for sophomores beginning with the academic year 1979-1980 be suspended on an experimental basis for a period of two years to ascertain if educational benefits received by those who live in the dormitories can be maintained and improved and that it be automatically reinstated for sophomores at the close of the two-year suspension unless the board takes action to extend the period of suspension. Dr. Harris seconded the motion.

Regent Shaw expressed disagreement with the suspension proposal because of anticipated declining enrollments, although in the past such action might have been justified. If the board takes this action, they will be "throwing away the fire extinguisher as the fire breaks out." Regent Bailey said that he was not in agreement with the concept but that "precautions the universities is taking takes care of the situation." If the board allowed suspension at the University of Iowa, it could not do otherwise at the University of Northern Iowa.

President Petersen commented that considerable work was done by the RHA, the administration, and the Office of Student Services on this proposal, which plans for improving and utilizing the residence hall for the educational development of student. She said she believed the proposal is good.

VOTE: The motion passed with Regent Shaw opposing.

FINAL OPERATING BUDGET, 1979-1980. The Board Office recommended 1) approval of a total university budget of \$47,494,000, with \$36,390,000 for general program operations and \$11,104,000 for restricted program operations, including \$7,835,000 of estimated revenue for dormitory and dining service; 2) establishment of the salary of the president at \$59,170 for 1979-1980; and 3) deferral for future consideration of various fees to be part of the university fee schedule.

The Board Office noted that the university provided extensive information relating to the budget to the board staff in addition to material enclosed with the docket. The docket memorandum highlighted elements of the budget:

- General University. Total proposed funding of \$36,390,000 is unchanged from the preliminary budget approved by the board in May. It includes \$7,616,000 of institutional income, with \$7,006,000 in student fees and \$610,000 other income, and \$28,774,000 of appropriations. Although proposed expenditures remain unchanged, enrollment increase funds of \$140,000 cause program reallocations in the final budget which are summarized as follows (000s omitted):

<u>Expenditure Category</u>	<u>Enrollment Increase</u>	<u>Program Re-allocation</u>	<u>Total</u>
Faculty & Instit. Officials	\$124	\$ (3)	\$121
Prof. & Scientific (P&S) Staff	4	93	97
Genl. Service Staff	4	(36)	(32)
Supplies & Services	8	(54)	(46)
<u>Total</u>	<u>\$140</u>	<u>\$ 0</u>	<u>\$140</u>

The major program reallocation pertains to an increase in the P&S staff, resulting from reclassification of positions for the new boiler plant from the original plan and more charge-backs of P&S services compared to other expense categories than in the 1978-1979 budget.

The proposed final budget includes \$16.3 million for the instruction program, an 8.5 percent increase over the 1978-1979 amount budgeted. All academic departments have received increases with variations in amount due to a change in number of positions to accommodate a shift in student enrollment, departmental or collegiate reorganization, restructuring of curricula, and application of salary increases. Further adjustments can be made from undistributed general funds noted below.

Allocation of funds to reserve and undistributed accounts are increased over the 1978-1978 budget as follows: Undistributed - Temporary Instruction from \$5,999 to \$103,988; Miscellaneous Institutional Support from \$67,000 to \$70,000; Merit System Increases from \$85,350 to \$91,307; and a new account, Health Insurance and Sick Leave Payout, established at \$173,959. Enrollment Increase Contingency account remains at \$140,000 for 1979-1980, while Salary Lapses \$385,000 in 1978-1979 is listed at \$449,000 in 1979-1980. The university noted that the reserve for undistributed temporary instruction will provide for flexibility to meet changes in teaching workload; the health insurance and sick leave payout

reserves provide accounting that will enable draw-down of state funds to the extent needed within limits discussed elsewhere; the merit system increases fund provides for salary increases which occur throughout the fiscal year on the employees' anniversary dates; while miscellaneous institutional support and undistributed, general reserves provide flexibility in responding to critical situations. The proposed budget for salary lapses amounts to 1.6 percent of the salary budget for the three categories of employees.

Student activity fees have been increased and income is budgeted at \$213,815 for 1979-1980, compared with \$154,002 for 1978-1979. These amounts cover debt service on certain buildings and student activity programs, and the latter includes increased support for women's athletics.

The final budget has allocated the \$407,000 of essential program adjustments to various categories of expenditures. The institution details their distribution: \$357,000 for the operation of Boiler Plant #2 and \$50,000 for student aid.

Enrollment increase funds are budgeted for instruction or support of instruction, with \$132,050 of the \$140,000 for salaries.

- Other Programs. The restricted program budget includes a revenue budget for the dormitory and dining service of \$7,835,000, a sum estimated to cover expenditures for operations of \$6,442,000, debt service and reserve funds of \$993,000, general university reimbursement for services provided to the dormitory system of \$80,000, and a surplus of \$320,000.

The university also requested approval of various fees as part of the university fee schedule. These fees are peripheral and pertain to such items as charges for late enrollment, credit by examination, transcript of academic record, CLEP examinations, etc. Since the institution has not provided a table that compares the proposed fees for 1979-80 with the fees currently in effect or explanation of any changes, the Board Office noted that analysis could not be accomplished for the June board meeting and recommended deferral until a future time.

In response to a question by President Petersen concerning deferral of consideration, Vice President Stansbury said deferral would not disrupt the budgeting process.

MOTION:

Mr. Wenstrand moved the board approve the budget of \$36,390,000 for general program operations and \$11,104,000 for restricted program operations, including \$7,835,000 estimated revenue for dormitory and dining services, for a total budget of \$47,494,000; establish the salary of the president at \$59,170 for 1979-1980 and defer action on the university's miscellaneous fee schedule. Dr. Harris seconded the motion, and it passed unanimously.

The following business pertaining to the University of Northern Iowa was transacted on Thursday, June 21, 1979.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes were ratified by the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS FOR PERIOD OF MAY 4 TO June 8, 1979. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period of May 4 to June 8, 1979, had been received by him, was in order, and recommended approval.

The following construction contracts awarded by the executive secretary were recommended for ratification:

Exterior Painting -- Bartlett and Lawther Halls
Award to: Modern Painting, Inc., Waterloo, Iowa \$77,750.00

Coal-Fired Boiler -- Contract C-6 -- Electrical Equipment and Wiring
Award to: See Electric, Inc., Waterloo, Iowa \$286,300.00

The Board Office noted an irregularity--the low bidder stated inability to complete the entire work by December 1, 1979, as specified. The executive secretary waived this irregularity, since the low bidder has provided assurance that essential work, as defined by the university, will be completed by December 1, 1979. Further, the next two low bidders also took exception to the December 1, 1979, completion date.

The university also submitted an amended project budget on the Coal-Fired Boiler Replacement and Auxiliaries project detailing all awards made to date on this \$8,775,000 project. The university notes that while there are a number of minor contracts yet to award and other miscellaneous costs to consider, it appears at this point that approximately \$500,000 will not be needed for this project and can be spent on other utility-type projects at the school. The university reported that as soon as the final decision is made on the type of coal to be burned and any additional pollution abatement equipment required is confirmed, the Board Office and the institution will recommend a suggested disposition of surplus funds.

The university submitted a revised budget for the following project:

Field House (UNI-Dome)

The university submitted a revised project budget in anticipation of and as a first step toward submission of a final report on this project at the July meeting. The revision proposed to increase the share of university funding by \$210,000 to a new total of \$1,880,000 and correspondingly reduces the obligation of the UNI Foundation by \$210,000, making its obligation to the project \$2,035,000.

The Board Office included a table showing budgets for the UNI-Dome project since its inception in May 1974 to June 1979, showing that the total project budget has increased from \$4,800,000 to \$6,985,000. The June 1979 revision shows that the UNI Foundation commitment to this project of \$2,035,000 essentially reduces the Foundation's commitment to this project to the level of initial commitment of \$2,000,000. Increases in source of funds have come from a \$330,000 capital appropriation by the 66th General Assembly for movable

equipment and a commitment of (according to the most recent revision) \$1,800,000 in institutional funds. Also, the budget now lists temporary investment of bond sale proceeds, which has stayed relatively constant, of \$240,000.

The Board Office noted that the Foundation is to be commended for its support to this project. It appears reasonable that as other institutional funds have become available, that those funds should be used for this project and the Foundation's share return to the level of original commitment.

In response to a question from Regent Bailey about the university taking over \$210,000 of foundation funding, Vice President Stansbury said such an action is typical in funding and results in a readjustment of the budget. Executive Secretary Richey noted that the Board Office had discussed the implications of this action with the institution and, until the project is completed and accepted, amendment is possible and will maintain the original commitment of the foundation of \$2,000,000. Vice President Stansbury said the source of the revenue was interest on treasurer's temporary investments.

Regent Bailey commended the university for a good job with the UNI-Dome.

Two new projects were submitted for board approval:

1979 Roof Repairs -- Auditorium Building, Art II, and Cultural House
Source of Funds: 1979 Capital Allocation \$136,000.00

The Board Office reported that on March 20, 1979, the university received bids for roofing work on 7 buildings. Contracts were awarded for three buildings funded from 1978-1979 RR&A funds and an application was made to the State Comptroller for a transfer of \$136,000 from current year tuition replacement surpluses to permit award of contract on three additional roofs. The board awarded the contract on the seventh roof, Rider Hall, at its May meeting.

The Board Office noted that although the State Comptroller turned down the transfer request, the legislature provided capital appropriations for \$136,000 to permit award of contracts on these roofs. The two contractors involved agreed to extend the bid holding time until June 1 and June 3, respectively. Because the legislature had completed action, a tentative go-ahead was given to the university to begin processing contract documents and to let the bidders know of intent to award the contracts after July 1, 1979. Through this process, both bidders were able to order materials and extended the bid holding time until July 1, 1979.

The Board Office reported that the \$136,000 provides much needed relief for the RR&A budget or Building Repairs budget of the university for 1979-1980 and 1980-1981.

West Campus Play Fields -- Driving Range
Source of Funds: RR&A \$57,000.00

Energy Management Program

The university requested permission to negotiate for engineering services on its energy management program, for which the 1979 Legislature provided initial capital appropriations. Both a budget and an engineering contract

will be presented at the July board meeting. The university reported that it intends to negotiate for services throughout the funded phases of its energy management program, which includes purchase and installation of a central control system and connection to that system of selected buildings and retrofitting of selected buildings.

Concerning the outcome of the negotiations with the federal government on the environmental problems, Mr. McMurray noted that those who attended the meeting in Kansas City were told that the Environmental Protection Agency would make a decision on the matter following receipt of transcript of that meeting. To this date, the Board Office has not received a transcript. Executive Secretary Richey said that he was optimistic about settlement of the matter.

MOTION:

Mr. Slife moved the board approve the Register of Capital Improvement Business Transactions for the period of May 4 to June 8, 1979, ratify award of construction contracts made by the board's executive secretary; approve the new projects; approval negotiation for engineering services on Energy Management Program; and authorize the executive secretary to sign all necessary documents. Mr. Barber seconded the motion, and it passed unanimously.

APPOINTMENT OF UNIVERSITY TREASURER. The board was requested to reappoint James J. Bailey as University Treasurer and to increase the treasurer's bond from \$100,000 to \$400,000, effective July 1, 1979, for a period of three years.

The Board Office noted that the treasurer's bond at UNI was fixed at \$100,000 for the fiscal year 1962-1963 and has not been increased since. Based on the treasurer's recommendation, the Board Office recommended the bond be increased to \$400,000, effective July 1, 1979, for a period of three years. The additional premium expense will be approximately \$1,600 for this three-year policy.

In the meantime, the Board Office reported, a survey will be made of the adequacy and the extent of the coverage of all Regent employees currently under fidelity bonds in cooperation with the Business Officers Committee and/or the Regents Banking Committee.

In accordance with Section 64.6(4) of the Code of Iowa and Section 7.19 of the Procedural Guide, it is recommended that the treasurer's bond at the University of Northern Iowa be increased from \$100,000 to \$400,000, to be purchased from the lowest responsible bidder.

MOTION:

Mrs. Belin moved the board reappoint James J. Bailey as University Treasurer and increase the treasurer's bond from \$100,000 to \$400,000, effective July 1, 1979, for a period of three years. Mr. Bailey seconded the motion, and it passed unanimously.

President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the University of Northern Iowa. There were none

IOWA SCHOOL FOR THE DEAF

The following business pertaining to the Iowa School for the Deaf was transacted on Wednesday, June 20, 1979.

FINAL OPERATING BUDGET, 1979-1980. The Board Office recommended approval of the final budget in the amount of \$3,711,000 and establishment of the salary of the superintendent at \$35,000.

The Board Office noted that the institutional annual budget book has been re-structured to provide budgets for each of the five program functions of instruction, academic support, student services, institutional support, and physical plant. In addition, each of the major functions has been divided into sub-functions or cost centers which will make the employees responsible for the program activity also responsible for the related expenditures.

Funding. Total proposed final budget of \$3,711,000 from general funds, supported by \$160,000 of institutional income (\$94,000 federal funds, \$22,000 sales and services, and \$44,000 other income) and \$3,551,000 of state appropriations remains unchanged from amounts approved by the board at the May meeting.

Expenditures. No changes are proposed for the final budget expenditure categories relative to amounts approved in the preliminary budget.

The institutional annual budget book contains narrative explanations of the activities and application of funds for each of the major program functions. The institutional staffing pattern proposed for 1979-1980 shows an adjustment of 19 full-time equivalent (FTE) for 1979-1980, which represents a change in method of counting and does not represent a reduction in personnel. The institution has calculated 1.0 FTE on the basis of 2,080 hours per year for professional and general services staff, and 1.0 for faculty on a 9-, 10½-, 11- or 12-month appointment. The total FTE of 180.1 proposed consists of 80.7 faculty and institutional officials, 10.8 professional and scientific staff, and 88.7 general service staff. Of the 180.1 employees, 145.3 contribute to instruction, academic support, and student services.

Several employees are transferred from instruction to academic support to more accurately follow the guidelines for assignment of personnel to each of these programs. The institution proposes to make several personnel changes which net to a zero change in total personnel, including: addition of two teachers and two parental assistants offset by the reduction of one teacher resignation, one teacher transfer to Title I, 0.5 food service workers, 0.5 laundry service workers, and 1.0 physical plant worker. The amount of \$28,000 proposed for salary savings amounts to one percent of the salary budget and compares with a budget of \$19,252 for 1978-1979.

The laundry service contract with Glenwood School cannot be implemented until midyear. Next year additional labor savings will be expected. A van will have to be purchased from the equipment budget to transport the laundry.

The \$36,000 for unemployment insurance in 1978-1979 has been reduced to \$10,000 and is included in an unallocated account of \$40,000 in institutional support, general administration. The remaining unallocated amount of \$30,000 will provide flexibility for supporting critical needs of various cost centers to the extent that salary savings occur.

Title I Program. Federal funds of \$236,814 have been provided for 1978-1979 and \$191,417 are proposed for 1979-1980. This matter is discussed in the general portion of these minutes.

The total estimated budget for 1979 will be \$3,902,000 plus any expenditures from trust funds.

The Board Office noted that the institution should be commended for reorganizing its budgeting and accounting structure to more clearly delineate responsibility and reported that the budget book appears to be in good order.

MOTION: Dr. Harris moved approval of the final budget of \$3,711,000 in general funds and establishment of the salary of the superintendent at \$35,000. Mr. Brownlee seconded the motion, and it passed unanimously.

The following business pertaining to Iowa School for the Deaf was transacted on Thursday, June 21, 1979.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for May 1979 were ratified by the board.

CHILD STUDY CENTER. The Board Office recommended ratification of the establishment of a Child Study Center and appointment of a director.

The Board Office noted that although it had previously indicated that the Regents' Evaluation Report did not recommend establishment of this center, board staff has reviewed the rationale behind the proposal and now believes that the proposal implements a recommendation of the evaluation committee but utilizes a different title. The organizational proposal, according to the Board Office, is consistent with the mission statement recently approved for the school.

Regent Bailey observed that perhaps the board should have before them the Title I proposals. If those funds are going to be unavailable in the future programs will either have to be dropped or financed from other funds. He said he though the board should recognize this fact at the time programs are initiated. He asked Superintendent Giangreco his opinion of the significance of this program in the event that the board would have to find a funding source in the future. Superintendent Giangreco replied that it is a critical department which should be a permanent part of the institution. President Petersen suggested that as enrollments decline, the unit may be assimilated into the regular budget.

MOTION: Mr. Bailey moved the establishment of a Child Study Center and appointment of a director. Mr. Brownlee seconded the motion, and it passed unanimously.

REVISED SEVERITY RATING SCALE. The Board Office recommended the board defer action on proposed changes in the Severity Rating Scale to provide the Board Office and the Iowa School for the Deaf Advisory Committee an opportunity to review the proposed changes.

Executive Secretary Richey suggested that the board should consider the Severity Rating Scale of the Iowa Braille and Sight Saving School at the same time. He added that board action is important because students are weighted by this scale for years to come. In addition, the scale affects staffing and funding decisions.

MOTION:

Dr. Harris recommended the board defer consideration of the Revised Severity Rating Scale. Mrs. Belin seconded the motion, and it passed unanimously.

APPOINTMENT OF SECRETARY/TREASURER FOR 1979-1980. The board was requested re-elect Melvin H. Kuehnhold as Secretary and Treasurer of the Iowa School for the Deaf for the year beginning July 1, 1979, with the understanding that reports to the board will be made through the Superintendent of the Iowa School for the Deaf; and increase the treasurer's bond from \$50,000 to \$100,000, effective July 1, 1979, for three years.

The Board Office noted that the bond for the secretary/treasurer at ISD has not been increased since June 1962, at which time it was fixed at \$50,000. The premium for this additional coverage will increase by approximately \$400.

A general review of fidelity bonds for all officers and employees at the Regent institutions will be undertaken in cooperation with the Business Officers Committee and/or the Regents Banking Committee to update the adequacy and the coverage of these fidelity bonds, according to the Board Office.

The Board Office recommendation is in accordance with Section 64.6(4) of the Code and Section 7.19 of the Procedural Guide.

Executive Secretary Richey noted that although board actions on appointment of secretary/treasurer for each Regent institution appear to be routine, this direct appointment by the board has historical significance. The person appointed is thus directly responsible to the board in terms of the fiscal operations. If any of the treasurers are ordered by the institution to take action inconsistent with the treasurer's sense of ethics, he/she is bound to refuse. Mr. Richey suggested the board should not lose sight of the original reason for direct appointment and indicated that the banking committee might look into this relationship and the unique responsibility of the position. He also added that the committee to which Regent Slife has been appointed--the committee on economy in government--may be looking into this matter.

In response to a question from Regent Bailey, Mr. Richey indicated the appointment is similar to that of the state treasurer.

MOTION:

Mr. Slife recommended re-election of Melvin Kuehnhold as Secretary and Treasurer of the Iowa School for the Deaf for the year beginning July 1, 1979, with the understanding that reports to the board will be made through the Superintendent of the school and increase of the treasurer's bond from from \$50,000 to \$100,000, effective July 1, 1979, for three years. Mrs. Belin seconded the motion, and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS FOR MAY 1979. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for May 1979 had been received by him, was in order, and recommended approval with formal denial of the request of the Ray Martin Company, Omaha, Nebraska, on return of bid security on the project, Physically Handicapped Accessibility -- Phase I.

The Board Office noted that most of the items on the register involve three projects on which the board received a report at its May meeting and took certain actions at that time. The major action referred all matters to the executive secretary for review. Pursuant to that review, the executive secretary awarded the following construction contracts and recommends them for ratification:

Fire Safety Deficiencies -- Phase II

Award to: Bluffs Electric, Council Bluffs, Iowa \$80,500.00

The Board Office noted an addition to the total award of \$2.75/receptacle for 101+ receptacles. (Acceptance of Alt. F-4.)

Roof Replacement or Repairs -- 1979 -- Phase I

Award to: Ak-Sar-Ben Roofing, Omaha, Nebraska \$97,840.00

The Board Office noted that although the low bidder failed to submit specified EEO information with the bid, the irregularity was waived by the executive secretary since the low bidder submitted the required EEO information prior to contract award.

Physically Handicapped Accessibility Project -- Phase I

Award to: Ray Martin Company, Omaha, Nebraska \$15,300.00

or if low bidder fails to comply with Article 6D of Instructions to Bidders, collect bid security and award to New York Plumbing and Heating, Council Bluffs, Iowa. \$20,840.00

The Board Office noted the following irregularities:

1. Both the low bidder and the second low bidder failed to submit specified EEO information with the bid.
2. The low bidder, by letter dated May 8, 1979 (a copy of which was distributed to the board at the May meeting), announced intent to withdraw the bid.

The executive secretary waived the first irregularity, because both bidders will be required to submit EEO information before contracts are signed; in fact, the second low bidder has already submitted such information.

The Board Office reported that the Ray Martin Company, Omaha, Nebraska, indicated in its May 8, 1979, letter that because of disparity between its bid and other bids submitted, the company became concerned about the accuracy of its bid and began to recheck estimates against requirements of the contract documents. The company found a substantial error in the amount allowed for the general construction portion of the work, which was to be part of its contract. The error of \$5,580 occurred when the company received a price from one general contractor that was incomplete and then did not make an allowance for the remainder of the work. The company therefore requested permission to withdraw the bid without bid bond forfeiture.

The Board Office noted that bids were opened on May 3, 1979, and that the low bidder called late in the afternoon on May 4. Specifications for the project state that:

1. Article 5 on withdrawal of bids: "Any bid may be withdrawn prior to the time set for receipt of bids. No bid may be withdrawn for a period of 45 calendar days thereafter."
2. Article 6 on bid security states in section D: "Bid security shall be agreed upon as the measure of liquidated damages which Owner will sustain by failure, neglect or refusal of bidder to deliver a signed contract stipulating performance of the work in unqualified compliance with the contract documents within ten days after notification of award of contract has been given."

The Board Office said that notice of award was sent to the Ray Martin Company from the project architect under date of June 4, 1979, and that a copy was received by the Board Office on June 8.

Telephone contact has been made from legal counsel representing Ray Martin Company and a letter was distributed at the board meeting from the president of the company. The Board Office noted that its recommendation for the reasons below stated still stand, despite the views of the letter:

The Board Office firmly recommended that bid security be forfeited and the request of Ray Martin be denied in order to maintain the integrity of the specifications. There is no particularly compelling reason why this company, based upon available evidence, should be treated any differently than has been the case previously on withdrawal of bids after the time set for bid opening, according to the Board Office. Further, failure of Ray Martin to sign a contract on this matter after the board meeting will automatically trigger forfeiture of bid security and a notice of award will be sent to New York Plumbing and Heating. In response to questions from Regent Bailey, Mr. McMurray said that the company will forfeit 5 percent of the face of the bid, or \$765, and that the difference between the low and second low bids is about \$5,000. He added that he had spoken with the legal counsel and pointed out the board meeting dates and times. He could have appeared if he chose to do so.

President Petersen emphasized the importance of protecting the integrity of the bid process.

The school submitted revised project budgets and overall budgets on each of the three projects on which awards were made.

Fire Safety Deficiencies -- Phase II

The school is establishing the budget at \$107,000, less an estimated credit for salvage on a generator (which is being replaced as part of this project), making net expenditures of \$95,000. Source of funds is a 1977 line-item capital appropriation for Phase II -- Fire Safety. For expenditures, there is the contract with Bluffs Electric, architect's fees and a number of items to complete the fire safety matters pointed out by the State Fire Marshal in the first and second inspections of the school, which will be accomplished through purchase order. Any funds remaining from this account upon completion of this project will be maintained at the school and dedicated exclusively to future fire safety inspections or to eliminate other related fire safety deficiencies.

Physically Handicapped Accessibility -- Phase I

The school reports that this project has total expenditures shown of \$33,035. Source of funds is a 1977 capital allocation of the Board of Regents for handicapped accessibility of \$30,000; the aforementioned bid bond forfeiture of Ray Martin for \$765; and a transfer to this project from 1976 capital balances previously allocated to the school for Fire Safety Allocations -- Phase I of \$2,270 to this project. Expenditures include the contract with the second low bidder (if Ray Martin does fail to contract for the work), architect's fees and purchase order allowances to install chair lifts in the Girls' Dormitory and in Primary Hall and to construct an exterior ramp to the rear of Primary Hall.

Phase II of the physically handicapped project, which will complete the campus accessibility for orthopedically handicapped, is contained in the 1979 capital appropriation, for which an allocation is recommended in the general portion of these minutes.

Roof Replacements or Repairs -- 1979 -- Phase I

The school reports that a project budget has been established at \$109,950 with several sources of funds, including:

1. A transfer into this project of 1975, 1976, and 1978 capital balances that the school has accrued from completed projects, including Cornice Repairs, Fire Safety Allocations -- Phase I (minus the amount allocated above to the physically handicapped accessibility project), Food Service Addition, and Roof Repairs on the Main Building. These capital balances total \$22,293.71. The board is requested to approve these transfers.
2. The school proposes to spend \$49,000 on which the board approved a budget ceiling increase at the May meeting and transferred to RR&A.
3. The school proposes to spend \$9,393 of the health insurance funds released and transferred to RR&A in the current year, which was also approved by the board at its May meeting.
4. The school had budgeted \$36,000 to pay unemployment compensation claims for fiscal year 1978-1979. The board had previously approved a transfer out of that account of a specified amount to make up a deficiency

in the Board Office budget. With that transfer, the school had an anticipated year-end balance in unemployment compensation of \$25,920. A copy of a letter sent to State Comptroller Mosher requesting approval of the State Comptroller to utilize these balances for RR&A for the current fiscal year 1978-1979 was included with docket materials, as was a letter of June 12, 1979, from Mr. Mosher in which he requests that any unneeded unemployment compensation funds revert to the state general fund.

The Board Office noted that, as a result of this request, it appears that it will be necessary to revert unemployment compensation balances and fund the remainder of this project from 1978-1979 RR&A funds in the amount of \$19,344.88 and utilize \$9,918.41 of Building Repairs funds budgeted for 1979-1980.

The board was requested to approve the following new project:

Roof Replacement - Gymnasium

The Board Office reported that, originally the Phase I roof project included removal of existing cants and counterflashings at the perimeter of the Gym roof (which is part of the High School Building) and replacing with a new cant and counterflashing system. However, further examination by the architect prior to bids being submitted showed that the level of deterioration of the roof is such that replacement is needed. The budget for replacement is as follows:

Construction	\$33,500
Architect's Fees	500
Contingencies	<u>2,000</u>
TOTAL	\$36,000

Source of Funds: Building Repairs, 1979-1980

The Board Office noted that bids are scheduled to be taken on this project on June 21, with probably only a single bid received from the contractor on the first phase project. However, unit prices have been obtained from that contractor and the bid can be evaluated off of those unit prices. Originally, it was felt that a portion of the roof replacement on the Gym could be funded from the unemployment compensation transfer, and that is why the bids were planned to be taken before the close of the fiscal year. With the rejection by the State Comptroller on the transfer, Building Repairs now has to support that project.

The RR&A budget for 1978-1979 at the school without unemployment compensation funds totals \$150,393. The original budget of \$92,000 was adjusted by a budget ceiling increase of \$49,000 and by a health insurance overage of \$9,939. The major project undertaken in the current year was the Roof Replacement or Repairs -- 1979 project which utilized slightly more than half of the budget. The school undertook about 16 other smaller projects during the year.

For 1979-1980 the Building Repairs budget is \$98,000. Charges against that at this point are: \$9,918.41 on the Roof Replacement or Repairs -- Phase I contract; \$5,000 for concrete replacement; \$5,000 for window cover replacement; and the aforementioned \$36,000 for the Gymnasium roof replacement projects. This commits approximately 57 percent of the 1979-1980 Building Repairs budget and leaves \$42,082 to be committed. Other projects include renovation of the space in the Main Building for those laundry functions which must remain on campus, which has an estimated cost of \$4,000, and a fairly substantial project to replace the floor in the Gymnasium estimated to cost \$45,000.

In addition to Building Repairs projects in the coming year, the school will also be undertaking the major addition to the Vocational Building and numerous handicapped accessibility modifications.

MOTION:

Mr. Bailey moved the board approve the Register of Capital Improvement Business Transactions for May 1979; ratify award of construction contracts made by the board's executive secretary; formally deny the request of the Ray Martin Company, Omaha, Nebraska, on return of bid security on the Physically Handicapped Accessibility -- Phase I project; approve revised budgets; approve transfer of 1975, 1976, and 1978 capital balances that have accrued from completed projects including Cornice Repairs, Fire Safety Allocations -- Phase I (minus the amount allocated to the physically handicapped project), Food Service Addition, and Roof Repairs on the Main Building into Roof Replacements or Repairs -- 1979 -- Phase I project; approve the new project; and authorize the executive secretary to sign all necessary documents. Mr. Wenstrand seconded the motion, and it passed unanimously.

President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the Iowa School for the Deaf. There were none.

IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Wednesday, June 20, 1979.

FINAL OPERATING BUDGET, 1979-1980. The Board Office recommended approval of the final budget in the amount of \$2,005,248, and establishment of the salary of the superintendent at \$29,000.

Funding. The Board Office noted that institutional income of \$70,000 and appropriations of \$1,935,248 provide support for the general fund budget of \$2,005,248. The institutional income consists of \$31,000 of federal funds, \$17,000 of sales and services, and \$22,000 of other income. No changes from the preliminary budget have occurred, except for rounding adjustments. In addition, \$144,112 in restricted fund support for Title I and deaf-blind programs bring education and general support to \$2,149,360.

Expenditures. No changes, except for rounding adjustments, were proposed for the final budget expenditure categories relative to the amounts approved in the preliminary budget by the board.

The institution has submitted a staffing pattern which totals 115.7 full-time equivalent (FTE) employees of which 29.6 are faculty and institutional officials 5.0 professional and scientific staff, and 81.1 general service staff. In terms of program effort, 92.8 employees contribute to the programs of instruction, academic support, and student services.

An increase of 1.9 employees is proposed for 1979-1980 relative to 1978-1979. This increase of 1.9 FTE employees is the net of the addition of about six employees, less reduction of about four employees, and is accounted for by essential program adjustments. The addition of one staff development position will be funded from deleted positions and is important for liaison with the Department of Public Instruction, the parents, and the school. The staff development person is responsible for development of individual educational programs and for setting up workshops for staff development.

Essential Program Adjustments. The \$20,000 appropriated for essential program adjustments, due to phasing out the deaf/blind program, is proposed to be spent for a quarter time deaf/blind instruction and 1.85 FTE houseparents. These positions are included in the proposed final budget.

Unemployment insurance included in the appropriation for 1979-1980 amounts to \$7,353 which was reduced from \$24,000 for 1978-1979. Although the institutional budget book summary shows zero on the unemployment insurance life, an account is being established by the institution in the amount of \$7,353 and included in its budget book with the full amount netted out by salary savings. A record of the amount in the account will be maintained so that any remainder can be reverted or expended for other purposes, subject to State Comptroller approval.

The Board Office noted that the institutional budget book appears to be in good order.

Title I and Deaf-Blind Programs. The Board Office reported that additional funding is available from the federal government for two restricted programs. Title I funds of \$62,708 are provided for 1978-1979 and \$55,614 will be provided for 1979-1980. This program is discussed in the general portion of these minutes.

The deaf-blind program has been budgeted in the amount of \$109,754 for 1978-1979 but is being phased-out over a three-year period. It is anticipated that \$88,498 will be provided for 1979-1980. The reduction of \$21,256 would almost be covered by the essential program adjustment appropriation of \$20,000. If federal funding is such that the loss is less than \$20,000, the unneeded portion is to be reverted to the state treasury.

Regents discussed the salary increase proposed for Superintendent DeMott, \$29,000, a 7.4 percent increase. In response to a question from Regent Shaw concerning the adequacy of the amount and guidelines, President Petersen commented that salaries are looked at in groups. "With new people, we have an opportunity to evaluate and encourage as time goes along." She reported that, at that moment, Dr. DeMott is in a class at the University of Iowa working on certification requirements.

MOTION: Mr. Barber moved approval of the final budget in the amount of \$2,005,248, and establishment of the salary of the superintendent at \$29,000. Mrs. Belin seconded the motion, and it passed unanimously.

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Thursday, June 21, 1979.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for May 1979 were ratified by the board.

APPOINTMENT OF SECRETARY/TREASURER FOR 1979-1980. The board was requested to reappoint M.D. Berry as Secretary-Treasurer of the Iowa Braille and Sight Saving School for 1979-1980.

MOTION: Mr. Bailey moved reappointment of M.D. Berry as Secretary-Treasurer of the Iowa Braille and Sight Saving School for 1979-1980. Mr. Shaw seconded the motion, and it passed unanimously.

President Petersen inquired about updating of the treasurer's bond for Mr. Berry and Mr. McMurray explained that the bond for the Iowa Braille and Sight Saving School is for three years and does not expire this year.

ADOPTION OF BASIC WORK RULES. The Board Office recommended approval of the proposed work rules for all employees at Iowa Braille and Sight Saving School, effective August 15, 1979.

The Board Office reported that the rules, consideration carried over from the May meeting, are intended to comply with the provisions of Article XI, Section 1, entitled "Work Rules" in the State's Nonprofessional Collective Bargaining Agreement, which reads:

The Employer agrees to establish reasonable work rules. The Union reserves the right to grieve the application or reasonableness of any work rule so established. These work rules shall not conflict with any of the provisions of this Agreement. Newly established work rules or amendments to existing work rules shall be reduced to writing and furnished to the Union at least fourteen (14) calendar days prior to the effective date of the rule. For purposes of this Article, work rules are defined as and limited to: "Rules promulgated by the Employer within its discretion which regulate the personal conduct of employees."

The Board Office noted that while the rules are intended to comply with the contractual provisions noted above, they are also a part of a sound personnel management and human relations program by defining responsibilities and providing expectations; therefore, it is reasonable and proper that the work rules will apply to all other employees at the school--faculty, professional and scientific, nonbargaining unit merit system employees, as well as those covered under the nonprofessional collective bargaining agreement. So that adequate notice to the Union is provided as required in the collective bargaining agreement, the school is proposing the rules become effective with the beginning of the 1979-1980 academic year.

The Board Office noted that the proposed rules were reviewed with officials at the school and that board staff suggested some changes, which have been incorporated into the rules. These changes include prohibition of physical harm to students and others and the provision that certain outside activities involving moral turpitude or which have a damaging effect on the school operations, can be grounds for disciplinary action; such activities could include the conviction of an individual for a felony. The changes also include modifications of the sweeping prohibitions proposed against the on-site solicitation of funds, or the distribution of printed material, or the engaging in unauthorized political or union activities. The changes allow employees to engage in these activities, so long as they are permitted by law (for example, employees under certain circumstances may distribute union literature to other employees while not on duty and in non-work areas).

Board discussion related to the ambiguity of several phrases in the rules. President Petersen noted that several rules may be difficult to interpret: What is "visiting"? Does that mean an employee cannot speak unless authorized to do so? Also, what is "inappropriate dress or grooming", and how can one decide if an employee is engaging in an outside activity that impairs ability to perform duties? She said she has concerns about making these rules stand up in court. She said that the rules may be all right but wonders how laypersons will read them.

In response, Executive Secretary Richey said that if she has reservations about specific rules, she should refer them back to the committee, although the rules have been reviewed closely and have gone through several versions. Regents Shaw and Slife pointed out that the rules were subject to judgment, that they cannot be self-explanatory, and that such subjective decisions cannot be avoided.

MOTION:

Mr. Bailey moved the board approve the work rules after additional review by the committee. Mr. Barber seconded the motion, and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS FOR JUNE 1979. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for June 1979 had been received by him, was in order, and recommended rejection of the single bid received on the Enclosed Walkway between Rice Hall and Gymnasium with reexamination for possible rebidding in fall 1979 and approval of the balance of the register.

The Board Office reported that bids were taken on June 12 and 13 on three different projects and recommends ratification, as follows:

Administrative Office Relocation -- Phase II

Award to: Berry-Mahurin Construction Company, Marion, Iowa \$91,730.00

Gymnasium Roof

Award to: D.C. Taylor Company, Cedar Rapids, Iowa \$42,670.00

The Board Office noted that there were two bids on Base Bid "A" for a conventional built-up roof system and a single bid by the Taylor Company on Base Bid "B" for a single membrane roof system. Evidently, the reason for the single bid is that the franchise holder for this type of single membrane roof system chose to submit a bid and franchise holders elsewhere (other than in the Cedar Rapids area) did not submit bids. The Board Office noted that it had examined the two types of roof bid and, although the single membrane system is a roof system with which there is limited experience, expectations are that this roof will give a longer life and will have potentially fewer maintenance problems than has been the case with the conventional built-up roof system. The board has, over the past year, awarded contracts for a number of experimental-type roofing systems at both Iowa State University and the University of Iowa. At Iowa State University in January, the choice was made to use a membrane roof system on the basis that this roof would have a useful life of at least 25 percent greater than the built-up system. The Gymnasium is much like Kildee Hall in terms of life expectancy and the Board Office reported that this approach will cut the expected reroofing of the Gymnasium from two to three times to just perhaps one more time during its remaining useful life.

The Board Office also noted that of the three bids received, the ultimate low bid was that submitted by D.C. Taylor. Although, normally, a single membrane roof costs more than a built-up roof system, increased application of this type of roofing system may be driving the price down.

Enclosed Walkway from Rice Hall to Gymnasium

The Board Office reported that bids were taken on this project on June 13, with a single bid received from Universal Builders, Cedar Rapids, Iowa, for \$168,843. The construction budget was estimated at \$100,000.

In view of the fact that only a single bid was received which was 68 percent over the cost estimate, the Board Office recommended that this bid be rejected; that the design, location and scope of the project be reviewed and amended; and that the project be rebid--possibly in early fall.

The Board Office noted that the fact that bids were taken late in the construction season when most contractors already had a full workload for the summer months and also that perhaps the project was designed beyond the budgeted amount

contributed to the situation. The budget was recently revised on this project in April. The Board Office noted that it hoped that the project scope, when examined, can be sufficiently reduced to meet available funding and that, if the project is rebid in early fall, contractors will be interested in undertaking the work in early spring. The advantage of a fall bid opening is that contractors can order materials in advance and can also plan their workloads accordingly.

The school presented three revised project budgets:

Fire Safety Improvements. This project is virtually complete off of contracts awards in December, 1977 and June 1978. The total project budget appears at this time to be \$206,481. There is available for future allocation to other capital needs at the school \$43,607 from funds originally allocated to Fire Safety. The Board Office did not recommend usage of the funds at this time, pending rebidding of the Walkway project and the future fire safety inspections by the State Fire Marshal.

1977-1978 Renovations/Remodeling - Phase I. The Board Office noted that it appears that this project will cost \$191,255 and that \$95,730 of the \$240,000 line-item capital appropriation for remodeling and renovation appropriated in 1977 will be used to fund this project, in addition to the operating balances utilized in 1977-1978.

Phase II Capital Renovations, 1977-1979. The Board Office reported that the revised budget shows the recommended contract award to Berry-Mahurin Construction Company on the Administrative Offices Relocation Project--Phase II and shows a reserve for the Walkway project of \$82,183.05. Total expenditures are at this point anticipated to be \$199,503.05 and are funded by small prior capital balances on two projects: some 1978-1979 RR&A, \$51,000; and the balance in the 1977 Capital Line-Item for Remodeling and Renovation, \$144,270.

Project budgets were presented on two new projects:

Gymnasium Roof

Source of Funds: RR&A

\$50,000.00

Service Building Addition and Site Clearance

This is a \$200,000 project funded by an approved transfer of \$60,000 from current year's tuition replacement balances and a \$140,000 line-item capital appropriation made by the 1979 Legislature. The project involves demolition of the Orchestra Hall and Old Laundry Building and capping and reworking the utility services in those buildings and restoration of site; and construction of a 3,000 gross square foot addition to the existing Service Building to house the groundskeeping and paint shops.

The Board Office noted it originally requested that the entire project be funded from tuition replacement balances, but the State Comptroller only allowed that portion related to safety to be funded from that source. The legislature then funded the addition to the Service Building. Bids are scheduled to be taken on the demolition work on June 28 to preserve usage of current

year's operating funds; in addition, on that date, an alternate bid will be taken for demolition of the old smoke stack on the Power Plant, which is also to be demolished for safety purposes because of the residential build-up around and in the vicinity of the smoke stack. Bids will be taken later this summer on the construction of the addition to the Service Building.

The Board Office reported that once the buildings are demolished, the grounds-keeping shop will be displaced until such time as the addition to the Service Building is constructed; thus, it is highly desirable that the addition be completed before winter.

The board was requested to approve a consultants contract with Thorson-Brom-Brosnar-Snyder, Architects, Waterloo, Iowa, to provide a full range of architectural services on the Service Building Addition and Site Work project. The agreement is on the standard form of agreement between Owner and Architect, with compensation on an hourly rate basis with maximum compensation set at \$13,000. Of this amount, \$12,500 is for basic services and \$500 is reimbursable expenses. This is 6.5 percent of the total project cost, which is reasonable for a project of this scope, according to the Board Office. The school has expressed satisfaction with this firm in its work to date on the Swimming Pool Addition project and on the Gymnasium Roof project. Because the firm will be coming to campus to work on these projects, the Service Building Addition project shares some savings in architectural services.


Regent Bailey commended the Board Office and the school for contracting for services at 6.5 percent, a good figure.

MOTION:

Mr. Bailey moved the board approve the Register of Capital Improvements Business Transactions for June 1979; ratify award of construction contracts made by the board's executive secretary; reject the bid on the Enclosed Walkway from Rice Hall to Gymnasium project and direct review and amendment of the project for fall rebidding; approve revised budgets; approve new projects; approve the architect's contract; and authorize the executive secretary to sign all necessary documents. Mr. Wenstrand seconded the motion, and it passed unanimously.

President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the Iowa Braille and Sight Saving School. There were none.

ADJOURNMENT. The meeting of the State Board of Regents adjourned at 10:00 a.m., Thursday, June 21, 1979.


R. Wayne Richey, Executive Secretary