

The State Board of Regents met at the State University of Iowa on Thursday and Friday, September 13-14, 1979. Those present were:

	<u>September 13</u>	<u>September 14</u>
Members of State Board of Regents:		
Mrs. Petersen, President	All Sessions	All Sessions
Mr. Bailey	All Sessions	All Sessions
Mrs. Belin	All Sessions	All Sessions
Mr. Brownlee	All Sessions	All Sessions
Dr. Harris	All Sessions	All Sessions
Mrs. Jorgensen	All Sessions	All Sessions
Mr. Neu	All Sessions	All Sessions
Mr. Shaw	All Sessions	All Sessions
Mr. Wenstrand	All Sessions	All Sessions
Office of State Board of Regents:		
Executive Secretary Richey	All Sessions	All Sessions
Director Barak	Exc. Noon	
Director McMurray	Arr. 10:30 a.m.	All Sessions
Director Sonnenschein	Exc. Noon	
Director Volm	Arr. 2:00 p.m.	
Ms. Discher, Secretary	All Sessions	All Sessions
State University of Iowa:		
President Boyd	All Sessions	Excused
Vice President Bezanson	All Sessions	All Sessions
Vice President Brodbeck	All Sessions	All Sessions
Assistant Vice President Small	All Sessions	All Sessions
Assistant to President Mahon	All Sessions	All Sessions
Director Tobin	All Sessions	All Sessions
Iowa State University:		
President Parks	All Sessions	Exc. 9:30 a.m.
Vice President Christensen	All Sessions	Exc. 9:30 a.m.
Vice President Hamilton	All Sessions	Exc. 9:30 a.m.
Vice President Moore	All Sessions	Exc. 9:30 a.m.
Assistant Vice President Madden	All Sessions	Exc. 9:30 a.m.
Assistant to President Henry	All Sessions	Exc. 9:30 a.m.
University of Northern Iowa:		
President Kamerick	All Sessions	Exc. 9:40 a.m.
Provost Martin	All Sessions	Exc. 9:40 a.m.
Vice President Stansbury	All Sessions	Exc. 9:40 a.m.
Vice President Voldseth	All Sessions	Exc. 9:40 a.m.
Director Kelly	All Sessions	Exc. 9:40 a.m.
Iowa School for the Deaf:		
Superintendent Giangreco	All Sessions	Excused
Business Manager Kuehnhold	All Sessions	
Iowa Braille and Sight Saving School:		
Superintendent DeMott	All Sessions	Excused
Business Manager Berry	All Sessions	

## GENERAL

The following business pertaining to general or miscellaneous items was transacted on Thursday, September 13, 1979.

INTRODUCTIONS. President Petersen began the proceedings by making the following introductions: Bruce Armstrong, Director of Education at Iowa Braille and Sight Saving School, who assumed responsibilities on July 1, 1979, after succeeding Mrs. Petrucci; and Ellen L. Discher, new minutes secretary to the board.

APPROVAL OF MINUTES. The minutes of the July 18, 1979, board meeting were approved, as distributed. President Petersen stated that any additions or substantive changes could be turned in to the Board Office.

COMMITTEE ON EDUCATIONAL COORDINATION. A. Master of Public Administration Proposal--Iowa State University. The board was requested to approve the following:

1. The request by Iowa State University for a Master of Public Administration degree;
2. If Iowa State University plans to offer the M.P.A. program on an off-campus basis in the Des Moines area, that it seek specific approval from the board;
3. The Interinstitutional Committee for Educational Coordination be asked to review the general policy of the board regarding the offering of off-campus programs and their possible duplication of similar offerings by independent accredited institutions; and
4. The definition of "program," as found later in these minutes.

The Board Office reported that the Interinstitutional Committee on Educational Coordination had reviewed the proposal from Iowa State University for a Master of Public Administration (M.P.A.) degree, as was requested by the board at the July meeting. The committee recommended approval of the proposed M.P.A. degree and the Board Office concurred with that recommendation. In addition, the Board Office recommended three other actions to the board; one which related directly to the proposed degree at Iowa State University and two which related to all three universities.

Iowa State University indicated that it does not anticipate that the offering of the M.P.A. degree would require any additional resources during the next three years, so the initiation of the program will not represent any major new financial outlay.

The Board Office also concluded that the proposed program did not unnecessarily duplicate programs being offered by the other Regent universities. The committee had noted "that the proposed program does not differ substantially from the Master of Arts in Public Affairs being offered by the University of Iowa;" however, the Board Office stated the major non-duplicative feature of the proposed program was its off-campus feature. The proposed program would be offered at various off-campus locations which are not being covered by the M.A. in Political Science program at the University of Iowa.

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Vice President Christensen stated the university was pleased with the Board Office's and the committee's recommendation on the M.P.A. degree. Vice President Martin added that state government has an obligation to offer this type of program and this proposed program from Iowa State University was ideal to serve that principal. He stated it should be offered in Des Moines.

The Board Office indicated that in 1972 the board adopted a statement on the "General Role and Scope of Regent Universities," which stated that efforts would continue to effect useful coordination, to avoid needless duplication and to foster goodwill between the Regent institutions, the private colleges and area schools. Since this statement was adopted, some of Iowa's private colleges and universities have experienced severe enrollment declines and serious financial problems and more institutions in the independent sector are expected to experience these problems in the coming decade with the projected decline in college enrollment.

The Board Office stated that the expansion of off-campus offerings by the Regent universities would provide both an opportunity to cooperate with the private sector and potential dangers in unnecessary duplication with the private sector. However, it was indicated that the proposed M.P.A. program at Iowa State University would not pose any threats with respect to duplication with the private sector at any of the proposed sites since the only other M.P.A. program in Iowa is offered by Drake University and it is offered only at the resident campus.

In view of this situation, the Board Office recommended to the board that if Iowa State University should decide that it would like to offer the M.P.A. program on an off-campus basis in the Des Moines area, it should be brought back to the board for specific approval. This would offer the board an opportunity to consider the specific problem of duplication with Drake's program in the event the university should wish to offer this program off-campus in the Des Moines area.

As a related issue, the Board Office also suggested that the Interinstitutional Committee on Educational Coordination be asked to review the current board policy with respect to the approval of off-campus offerings and that this review should be undertaken with special attention being paid to the efforts of the Regent institutions to avoid unnecessary duplication with the private sector and to encourage the continuation of the many fine cooperative efforts that are currently taking place with the private sector.

Vice President Christensen indicated the university has no intention to go into Des Moines with this program at the present time, because Drake is there. He indicated the university would look at the possibilities later if the requirements are sufficient. President Parks added that the university would not go into Des Moines without cooperation with Drake and that joint cooperation in any situation might be better than having rules to follow. He was concerned that adoption of this recommendation would set a precedent and asked the board to consider this.

Regent Shaw expressed the need for a spirit of cooperation with the state. He added that a reporting procedure was necessary, but wondered if the process going on now might be better. He suggested sending this back to the Interinstitutional Committee on Educational Coordination and not proceed with board action for new programs at this time.

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Mr. Richey stated that coordination has to start somewhere. The board would be stating in a general sense that if Iowa State University were to offer this program in Des Moines, it would be done only after full cooperation and discussion with everyone concerned.

President Boyd emphasized the importance of the cooperative relationships between the public and private institutions in Iowa and said that great effort is made to keep these relationships active. Regent Belin stated she was very sympathetic with these relationships, particularly because cooperation will become even more important later with declining enrollment. With respect to this particular request, President Parks reiterated that the university did not intend to go into Des Moines at this time. If a move in this direction came up in the future, the university would cooperate fully with Drake.

The Board Office stated that current Regents' policy, as stated in the Procedural Guide, merely makes reference to "all new or expanded programs," which in the academic community is subject to many and varied interpretations. In light of this, the following definition of "programs" was recommended for approval:

Any instruction or series of courses not previously in the curriculum and arranged in scope and sequence leading to a degree or certificate at any level and including new majors (or equivalent offerings such as "emphasis" which might be construed as being a "major") in any degree or certificate program already established. For the purposes of this definition, any offering advertised or listed as a program leading to a degree or a certificate would require Regental approval.

The board's staff explained that the definition of "program" should be tightened up so that programs are brought to the board for approval which not only meet the current board interpretation of "programs," but also the definition of "programs" as it may be construed by the general public as well. It was stated that the adoption of this definition will provide a higher degree of accountability and increased protection to the consumer of our educational programs, i.e., students.

The board's staff indicated the proposed definition had not been formally discussed with the Interinstitutional Committee on Educational Coordination, although a similar definition was informally discussed with the Board Office and approved by the committee several years ago. Because of this, it was noted the board might wish to have the Board Office work with the committee in developing this definition.

Regent Harris asked Vice President Christensen to respond to the proposed definition concerning programs. He responded that the committee has not reviewed it as yet, but that the definition is reasonable. President Petersen indicated it would be appropriate for that definition to go back to the committee for further discussion.

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During discussion on the motion, it was agreed the recommendation requiring Iowa State University to seek board approval if the M.P.A. program is to be offered in the Des Moines area would not be necessary, given the assurances by the university concerning its intention.

## MOTION:

Mr. Wenstrand moved the board approve the following: the request by Iowa State University for a Master of Public Administration degree; the Interinstitutional Committee for Educational Coordination be asked to review the general policy of the board regarding the offering of off-campus programs and their possible duplication of similar offerings by independent accredited institutions; and the proposed definition of "program," as defined above, be referred to the Interinstitutional Committee for Educational Coordination for review and discussion with the Board Office. Mrs. Belin seconded the motion and it passed unanimously.

B. Proposed M.A. Program in General Psychology at the University of Northern Iowa. The board was requested to approve the establishment of an M.A. program in General Psychology at the University of Northern Iowa.

It was reported that the Interinstitutional Committee on Educational Coordination had reviewed the proposed M.A. program in General Psychology at the University of Northern Iowa and the Board Office concurred with this recommendation, noting the following points:

1. The Board Office agreed that the Department of Psychology was capable of providing good supervision and courses for graduate students at the masters level.
2. The proposed program made good sense with respect to the professional interests and activities of the Department of Psychology faculty.
3. There did appear to be a regional need for this program and because of the regional orientation of the program's potential students, the Board Office did not believe that the proposed program would unnecessarily duplicate the offerings of other institutions offering similar programs in Iowa.
4. Since the cost for this program was relatively insignificant, there would be no cost objections to the establishment of this program.

## MOTION:

Mrs. Belin moved the board approve the request from the University of Northern Iowa to establish an M.A. program in General Psychology. Dr. Harris seconded the motion and it passed unanimously.

C. Transfer of Department of Business Education to School of Business at the University of Northern Iowa. The board was requested to approve the transfer of the Department of Business Education to the School of Business, and to changing the name of the College of Business and Behavioral Sciences to the College of Social and Behavioral Sciences at the University of Northern Iowa.

It was reported that the Interinstitutional Committee on Educational Coordination had reviewed this proposal and recommended approval of the request. This change in the organizational structure with respect to the business program was necessary to enable the university to achieve accreditation of this program. In addition, the committee also supported the proposed name change, as stated above, to correctly reflect the current role of the college.

The Board Office noted one reservation with the proposed arrangement in the use of the term "school," as opposed to using the term "college," which would make it equal to other organizational units in the university. The university had previously indicated that the term "college" might be forthcoming in future years as the title of this unit and the Board Office questioned whether it would seem expeditious to assign the term "college" at the present time.

MOTION:

Mr. Brownlee moved the board approve the transfer of the Department of Business Education to the School of Business and approve the change in name of the College of Business and Behavioral Sciences to the College of Social and Behavioral Sciences at the University of Northern Iowa. Mrs. Belin seconded the motion.

President Kamerick stated he would like to comment on the Board Office statement to consider using the term "college" instead of "school." He gave the following reasons for selection of "school": the majority of the faculty would prefer "school"; there was ambiguity in the term; and the university might be back with a separate recommendation after the accreditation issue with accounting was settled. He added the autonomy of this school was important and this was a better term at the present time.

Regent Bailey stated this would be the only "school" in the entire Regent system that would appear to be a separate unit, but it wasn't a separate unit. He said it would obscure rather than give prominence to the School of Business. If it is not listed under "college," there will be no indication whatever of a business administration program in the university. He also made reference to a university statement regarding governance of the school.

President Kamerick explained this was not what was being proposed; the term "school" was somewhat deceptive. Selection of the term was also an internal matter as to how votes were received in the faculty senate. Vice President Martin stated further that the issue noted in the docket item related to governance by the faculty senate, not Regental governance. He said the school of Business faculty would operate on the same basis as other faculty bodies, except that for faculty governance purposes, the school would be grouped with the College of Social and Behavioral Sciences until the faculty senate alters its governance procedures.

Regent Shaw indicated he had somewhat the same reservation as Regent Bailey, but could accept the terminology because there was a goal in mind and a willingness to move forward. Regent Bailey added that he assumed this action for the School of Business would not continue to be under the governance of the College of Social and Behavioral Sciences.

VOTE ON MOTION:

The motion passed unanimously.

D. Establishment of an Education Research and Development Center in the College of Education at the University of Northern Iowa. The Board Office and the Interinstitutional Committee on Educational Coordination recommended approval of the request to establish an Education Research and Development Center in the College of Education at the University of Northern Iowa.

It was reported that the proposed center should be a real asset to the faculty and to the college with respect to research and development activities. 73

Similar centers do exist at the other two Regent universities, but a strong argument can be made for the existence of such a unit in each College of Education because the major function of the unit is to be supportive to the faculty at the home institution. The committee added that the proposal seemed well-conceived, its developmental plans sound and the purpose constructive.

## MOTION:

Mrs. Belin moved the board approve the establishment of an Education Research and Development Center in the College of Education at the University of Northern Iowa. Dr. Harris seconded the motion.

Regent Bailey indicated he would like more explanation of the activities involved with this proposed center and wondered if additional employees would be required. Vice President Martin stated that the College of Education did not have a section of the staff with which to facilitate projects with the special schools or the area education agencies and this center would be the vehicle for this cooperation. He added that faculty from the college would be assigned to this unit only for the duration of a research or service project.

Regent Bailey asked whether there would be a director to act as head of the program. Vice President Martin answered yes--the associate dean of the college.

Regent Bailey asked for clarification on the basic concept of the proposed center. Vice President Martin stated it was not a tangible building; it would be abstract. It involves a group of specialists temporarily working on the various projects undertaken. President Petersen added it is an administrative structure for carrying out the program with similar units at the colleges of education on all three campuses.

Regent Shaw indicated that other universities are more research oriented and more centralized in the use of this type of center, like Iowa State University for instance. He added this center would be very useful to the University of Northern Iowa and might ultimately improve education. Vice President Martin explained that the university's education role is more external oriented with the graduate college and grants administration office, for example. He added that the modest structure suggested in the proposed center would serve the university's purposes and the educational involvement with the public schools. President Petersen stated that this would be ideal because of the Price Laboratory School situation.

In response to a question from Regent Bailey, Vice President Martin stated there would be no additional costs involved with the establishment of this center.

## VOTE ON MOTION:

The motion passed unanimously.

E. Admission Requirements for the M.A. Program in Two Languages at the University of Northern Iowa. The board was requested to approve the major in two languages for the Master of Arts degree at the University of Northern Iowa.

At the July board meeting, the board approved the major in two languages for the Master of Arts degree, pending a review of degree requirements for the

program by the university. In response to this directive, the university reported the following information regarding the admission requirements for this program:

First of all, there are university-wide requirement procedures for admission to the graduate college, as delineated on pages 18-22 of the 1979-1981 Graduate Bulletin. Once these criteria have been met, "degree status is accorded students who are deemed qualified by academic departments to pursue a program of studies which can culminate in the earning of a graduate degree...(the registrar's office refers) the application to the department which offers the degree program chosen by the applicant. In so referring the application to the department, the office of the Dean of the Graduate College will furnish the department with all relevant supporting materials." It is on the basis of the application and supportive documents that acceptance to a degree program in modern languages is established. After the student has been admitted, a candidacy examination is administered by the department to determine competency and hence, eligibility for the chosen program. It is easily conceivable that, for the M.A. in two languages, eligible candidates may not have an undergraduate major in either language; for example, a German national who is also fluent in Spanish by virtue of several years residency before coming to the United States might be perfectly well prepared for such a program even though he or she had some other undergraduate major.

It should be noted that few, if any, graduate programs have specific admission requirements based on prior experience in a given course of studies.

The degree requirements are not identical to admission requirements. The degree requirements are a minimum of 32 semester hours total, with half of those hours in each target language. Of the 16 hours in each language, 8 must be at the graduate-only (i.e., 200) level. By university regulations the remaining hours must be in courses numbered 100g or higher if they are to count toward a M.A. degree. (The thesis program will be slightly different in the distribution of hours, but again, all countable hours will necessarily be at the 100g and 200 levels.)

Regarding the statement in the Interinstitutional Committee's report that the program "will not provide M.A. level knowledge in two languages," the university has indicated that if all 16 hours at the 100g and 200 levels in each target language are focused on linguistics, the student's level of sophistication in the field will be quite high. On the other hand, it is obvious that one cannot hope to achieve the same level of sophistication in both language and literature in a 16 hour curriculum as can be achieved in a 30 hour curriculum.

Vice President Martin had indicated that "the prerequisites for the graduate courses would tend to guarantee that no student would complete the program without having a substantial background in both languages." On the basis of this information reported by the university and the Interinstitutional Committee's statement that they did not object to the program as it stands, the Board Office recommended approval of the program.



Regent Bailey noted the two types of program with and without a thesis and wondered if this would be difficult to deal with. Vice President Martin explained the thesis option was not widely-elected usually because students taking two language areas will not take the thesis option. He added that the requirements for taking two languages are such that there is no time for a thesis. In response to a question from Regent Bailey as to whether there was an option in this case, Vice President Martin stated there was a thesis option taken at the election of the individual student.

## MOTION:

Mr. Shaw moved the board approve the major in two languages for the Master of Arts degree at the University of Northern Iowa. Mr. Bailey seconded the motion and it passed unanimously.

F. Separation of Master of Science Degree in Operative Dentistry and Endodontics at the State University of Iowa. The Interinstitutional Committee on Educational Coordination reviewed this proposed separation of degree program in dentistry at the University of Iowa and recommended the board approve the request. The Board Office added this change would essentially make the titles applied to degrees reflect the difference in disciplines between these two areas of dentistry.

## MOTION:

Mrs. Belin moved the board approve the separation of the Master of Science degree in Operative Dentistry and Endodontics at the State University of Iowa. Mr. Bailey seconded the motion and it passed unanimously.

G. State University of Iowa Request to Terminate the Master of Science Program in Nuclear Science and Technology. The request by the University of Iowa to terminate the Master of Science Program in Nuclear Science and Technology was reviewed by the Committee on Educational Coordination and the committee recommended approval by the board of the request. The committee reported that no objections had been raised regarding the termination of this program. In addition, a program similar to the one being discontinued is available at Iowa State University at the bachelors, masters and doctoral levels.

## MOTION:

Mrs. Belin moved the board approve the request to terminate the Master of Science Program in Nuclear Science and Technology at the State University of Iowa. Mr. Wenstrand seconded the motion and it passed unanimously.

H. Proposed Major in Family Resource Management and in Housing and the Near Environment at Iowa State University. The board was requested to approve proposed majors in Family Resource Management and in Housing and the Near Environment at Iowa State University.

As noted in the report from the Interinstitutional Committee on Educational Coordination, the major in Family Resource Management would be essentially a change in the title of the current major in Family Services, while the proposed major in Housing and the Near Environment would be a new program. The Board Office stated it would appear that the projected need for the program would be adequate.

It was reported this major was proposed because family housing needs demand increased attention and require people who are especially trained to deal with the complexities of those needs. In addition, not only does it appear there will be a good number of students interested in taking this program, but employment opportunities appear to be above average.

The Board Office continued that while similar programs in this field were available at the University of Iowa and the University of Northern Iowa, the proposed course did not appear to be unnecessarily duplicative of these offerings. The primary emphasis of the proposed program would be on socio-economic, physical and aesthetic considerations of housing, equipment and furnishing. The aesthetic component was reported to be the closest to the programs at the other institutions and the Board Office suggested it might be advisable to consider the possibility of a cooperative program in the area of aesthetics with the other institutions.

The university indicated that no incremental costs directly attributable to the proposed program changes were anticipated.

On the basis of the information presented and the positive review of the Committee on Educational Coordination, the Board Office recommended the board approve these programs.

MOTION:

Mr. Bailey moved the board approve Iowa State University's proposed majors in Family Resource Management and in Housing and the Near Environment. Mr. Shaw seconded the motion and it passed unanimously.

I. Study of Doctoral Programs in Education. A progress report was presented on the board's June 1979 directive that the Committee on Educational Coordination and the Board Office study doctoral programs in education at the Regent institutions. It was reported the committee and the Board Office have agreed on the following procedure for completing the study:

1. The deans of the colleges of education will develop a procedure for studying doctoral programs in education at Iowa State University and the State University of Iowa. The proposed Ed.D. program at the University of Northern Iowa will be incorporated as the contribution from UNI.

The proposed procedure will be reviewed by the graduate deans at the three institutions and returned to the education deans with comments.

2. The deans will transmit a recommended procedure and instrument for gathering data to the Committee on Educational Coordination on or before October 15, 1979.
3. The Committee on Educational Coordination and Dr. Robert Barak will make a recommendation to the State Board of Regents at the November meeting.
4. If the instrument and procedure is approved by the Board, the study will proceed with the understanding that the results of the study will be presented to the Board of Regents in approximately six months.

Vice President Christensen noted that the deans of education were meeting this morning with the committee on the recommended procedure and instrument for gathering data. The Board Office stated it was looking forward to receiving this study procedure which will respond to the concerns of the board and will provide for an objective approach to the study.

Regent Belin expressed the fact that this discussion will be very helpful to the board to avoid duplication and other complications which are involved in the decisions to be made on education issues.

In absense of objections, President Petersen accepted the report, noting the fact the board would look forward to receiving the recommendation in November.

J. Proposed Policy on Termination of Academic Programs. The Interinstitutional Committee on Educational Coordination and the Board Office presented the following policy for the termination of academic programs, as requested by the board at the July meeting:

When an institution expresses a desire to terminate an academic program, it will present its plans to the Board of Regents for approval. It will also request approval to suspend admission or to reduce drastically admissions into a program.

Vice President Christensen requested this issue be deferred for further discussion by the committee and bring the policy statement back at another meeting. President Boyd also expressed the desire for more discussion on the matter and indicated his concern over the second portion of the statement.

Mr. Richey stated that he had deliberately suggested the last portion of the policy statement and this could be debated with the committee to work out an acceptable definition that would meet all concerns.

In absense of objections, President Petersen accepted this report for the board and indicated this matter would be referred back to the Committee on Educational Coordination for further discussion.

K. Termination of Handicapped Education Program at the University of Northern Iowa. At the July meeting, the board deferred the proposed action to terminate the minor in Education of the Handicapped at the secondary level, pending receipt of further documentation on the reasons for discontinuance.

The response was prepared by the College of Education at the university and the Board Office offered the following summary of the response:

1. The masters degree level program fully prepares the prospective teacher to enter the teaching field, as either a resource room teacher or a self-contained classroom teacher. The minor prepares only for the latter, the less common model in Iowa.
2. Attention to the preparation of teachers for the secondary handicapped is not being dropped, just the less comprehensive undergraduate minor.

Regent Bailey stated that what is being dropped is a minor in the undergraduate program and moved the following:

MOTION: Mr. Bailey moved approval of the termination of the Handicapped Education Program at the secondary level at the University of Northern Iowa. Dr. Harris seconded the motion.

With reference to the discussion at the July board meeting, Regent Wenstrand asked if was still possible to have some exposure and take some courses in this area. Vice President Martin answered in the affirmative stating this was an important element in this program. He added the difference is in educating the elementary teacher and the specialist.

Regent Belin asked whether a person can get a job in teaching after taking a four-year program of courses in special education or would a person have to go to school five years; B.A. versus an M.A. Vice President Martin indicated it would still be possible to teach after taking a four-year program of courses in special education, but because of the specialized area it would require a very tight schedule.

Regent Shaw concluded it was not a wise situation with only one student per year involved in the program.

VOTE ON MOTION: The motion passed unanimously.

INFORMATION REPORT ON THE AREA EDUCATION AGENCY/DEPARTMENT OF PUBLIC INSTRUCTION/BOARD OF REGENTS AGREEMENT. The board was presented a brief report on the status of this agreement regarding special education programs in the state. At its July meeting, the board was told the area education agencies had all signed off on the inter-agency agreement. In order to get the implementation of the agreement underway, a committee representing all three agencies met in August to begin formal implementation of the agreement.

During the course of that meeting, it was reported that procedures were worked out whereby various aspects of the agreement, such as the registry and the staffings, could take place in a uniform but flexible manner. The basic intent

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of the agreement is to cooperatively plan and implement an appropriate educational program in the best interests of individual children and their families.

The Board Office reported that the committee also agreed to set up a joint meeting between the representatives of the Regent institutions and the special education directors from the area education agencies. Another activity that was agreed to at this meeting was the development of lists of services which the two special schools under the Board of Regents might make available to the other agencies participating in the agreement.

The Board Office concluded that perhaps the most hopeful sign during the course of the meeting was the indication that the spirit of the agreement was already being implemented, even though the specific content of the agreement had not yet been implemented. It was evident that progress toward better serving handicapped children in Iowa was being made and it was hoped this spirit of cooperation would continue and that incidents which might lead to obstacles in cooperation would be avoided.

Regent Belin commended Mr. Richey for the work on this agreement, which would really make a positive difference in the quality of education for handicapped students. Mr. Richey responded that the commendation should be directed to Dr. Barak and that Superintendents Giangreco and DeMott and the Department of Public Instruction have been extremely helpful in this matter.

Both Superintendent Giangreco and Superintendent DeMott indicated their satisfaction with the agreement. Superintendent DeMott reported they were finding the area education agencies responsive and were getting some inquiries on requests for joint staffing.

Regent Shaw noted that the federal law has underwritten some of the education considerations. He said a handicapped person would learn more in a residential school than in a public school and the board's special schools have a responsibility to make sure that the residential setting is being fairly offered and evaluated. He said his interest is in making sure that the students will benefit.

Mr. Richey stated that this was an important area of consideration. He referred to the federal mandate which states that the child shall be educated in the most appropriate and least restrictive environment. The special schools have these environments. This is one area where joint staffing would be desired.

In absence of objections, President Petersen received the report for the board and reiterated that the board was pleased with the agreement.

DISPOSITION OF PROCEEDS FROM TELEPHONE RATE REFUND. The board was requested to direct the three universities and the two special schools to revert by September 30, 1979, to the state treasury the nonrecurring telephone rate refund, plus accrued interest received in August or September 1979, that was attributable to appropriated fund operations for calendar years 1976, 1977 and 1978.

The following is a summarization of the material presented by the Board Office on the telephone rate refund matter:

The Board of Regents institutions reported rate refunds in the following amounts:

University of Iowa	\$100,594 (revised)
Iowa State University	79,358*
University of Northern Iowa	39,852
Iowa School for the Deaf	1,025
Iowa Braille and Sight Saving School	<u>1,856 (revised)</u>
TOTAL	<u>\$220,859</u>

\* Area extension offices received separate rate refunds. There may be an additional 1% in refunds from these units not yet accounted for centrally by the university.

All institutions were holding rate refunds in separate accounts pending board action, except for the University of Northern Iowa whose check was delivered by the telephone company to the State Comptroller for deposit to the state treasury. The Board Office and the University of Northern Iowa had sought to have Northwestern Bell return the rate refund to the university, but this had not taken place.

The State Comptroller had requested that all Regents institutions remit that portion of the refund related to general fund operations to the state treasury before September 30, 1979. This would be interpreted as rate refunds related to general funds of the state or appropriations only; rate refunds from institutional restricted funds would be retained by the institutions and credited to the proper accounts. The State Comptroller's position was that these rate refunds have been earned in prior fiscal years and are subject to reversion under the Code of Iowa.

Mr. Richey agreed with the State Comptroller's contention that the portion of the refunds originally paid from general funds should be reverted to the state general revenue fund, since the fiscal years involved had been closed out. Consequently, he instructed the institutions to calculate the portion due the state general fund and return it with interest to the State Comptroller. All of the institutions agreed to do so, except the Iowa State University administration, who declined to revert the funds unless specifically directed to do so by the Board of Regents.

A review of the statutes indicated that there was a legal basis for reversions of this particular rate refund. Also, timely budget ceiling adjustments, as authorized by the board, have in prior years resulted in effective utilization by Regent institutions of over-realized institutional income. The four fiscal years involved here, however, are already completed and all obligations for those years were met in part with various budget ceiling changes.

In his memorandum to the board, Mr. Richey stated that retaining the general fund-related portion of this nonrecurring rate refund could result in a confrontation on a number of issues and would not serve the best interests of either the state, the Regents or the institutions. He strongly recommended that the board direct the institutions to revert to the state treasury the general fund portion of the nonrecurring telephone rate refund, plus interest, by September 30, 1979.

Mr. Richey began the discussion by stating that the Iowa State University administration was deeply concerned about being instructed to refund this money. There is a great need for the money especially with the inflationary situation in the general education fund. He said that Iowa State University had voiced this opinion and it was shared by others.

Mr. Richey reported that the state treasurer now had the University of Northern Iowa check. The university is in the process of getting back that portion of the refund that belongs to restricted funds. Since the State Comptroller had stated it would take his office some time to get this done, the university would send in an estimate now and the matter would be cleared up later. Mr. Richey added that the State Comptroller had expressed a desire to cooperate in this situation with the University of Northern Iowa.

Mr. Richey concluded his opening remarks by stating this was a routine deposit and was not different technically than other refunds. He said the State Comptroller feels in the strongest way that the money rightly belongs in the state treasury as a reversion and there is a strong legal basis to that belief.

Regent Bailey expressed his agreement with the concept. He wondered, however, about the Board Office issuing instructions to the institutions rather than recommendations. Mr. Richey responded that the issue would not be before the board now if he had the authority to give instructions to the institutions on this subject.

President Parks expanded on the comments that Mr. Richey had made regarding the reasons for not reverting the telephone refund. He stated there is no line-item appropriation for telephone services; it is expended from the general expense allotment and the institutions are strapped for money from the general expense fund. They are still operating under a 5 percent increase in general expense, which is not sufficient to cover the actual inflation rate. He concluded that other functions suffer, because monies from other funds are used to supplement the general expense fund.

President Boyd explained that he agreed with President Parks; that he agreed with the recommended action, but did not agree with Mr. Richey's assertion that the institutions were legally required to revert these funds. He stated that Mr. Richey had the responsibility to speak for all the institutions and his involvement was needed to work out the matter.

Regent Shaw asked whether there had been any precedent set a few years ago when a gas refund was received. Vice President Bezanson said any precedent relates to fuel and purchased electricity and the pass-through concept, but not other refunds. For example, he explained there was a \$600,000 gas refund to the University of Iowa that, through the pass-through concept, was divided with the other institutions.

President Petersen noted the board was very sensitive to the shortage for general expense funds. It appeared to her that the institutions were in a very weak legal position in this situation. An agreement had been worked out and although it was not satisfactory to everybody, the board needed to move ahead and focus on the supplemental request. She stressed the importance of building a continuing working relationship with the State Comptroller's Office and the Auditor's Office.

President Parks indicated that the Board Office recommendation was acceptable to Iowa State University, but he wanted to call attention to the serious problem regarding the budget for supplies and services.

## MOTION:

Mr. Brownlee moved the board direct the universities and special schools to revert by September 30, 1979, to the state treasury the nonrecurring telephone rate refund, plus accrued interest received in August or September 1979, that is attributable to appropriated fund operations for calendar years 1976, 1977 and 1978. Mrs. Belin seconded the motion and it passed unanimously.

With respect to Mr. Bailey's concern, Mr. Richey stated that from time to time he would have to give instructions to the institutions and the institutions would have the choice of complying or appealing to the board. There was a deadline in this matter and a need to handle it quickly.

Regent Bailey indicated that if the particular situation is not covered in the Procedural Guide, it would seem to him that the matter of instruction would be a prerogative of the board, not the Board Office. On procedural matters, he stated that might be in a different category. He said he felt the problem here was with the language--a strong recommendation would carry the same authorization--and there may be undue concern by giving the institutions instructions to do something. He added it was a psychological matter also.

As a matter of current policy, President Petersen stated that such instructions given by the executive secretary are made as an agent of the board. As a matter of information on the policy between board meetings, she indicated she is informed of any differences of opinion. She concluded this was part of the mechanics of carrying out the work so the board need not lose its focus.

Mr. Richey added that he felt the board does not need to spell out in detail everything the executive secretary can or cannot do; it is best to let some situations evolve. President Petersen indicated this is one element the board needs to understand.

Regent Brownlee stated his opinion is that our method of governance should not work; but, in fact, it does work very well. He said he would be quite concerned if there were no disagreements between the Board Office and the institutions. Regent Belin indicated she has seen good balance evolve and the system has worked very well.

Regent Bailey explained that there should be discussion. Diplomacy between the operations and the people involved was important.



FUEL AND PURCHASED ELECTRICITY REPORT ON 1978-1979 EXPENDITURES. The board was presented a report on 1978-1979 expenditures of fuel and purchased electricity.

The Board Office stated that the purpose in providing this information was to report: actual 1978-1979 expenditures for fuel and purchased electricity; reallocation of surpluses of \$56,216 over the "pass-through" budget; application of the supplemental appropriation of \$550,000; and unfunded deficits. The Board Office presented the following:

The institutions have reported actual cost and methodology for its determination. Total cost amounted to \$15.8 million before adjustment to exclude expenditures of \$0.7 million supported by appropriations for special needs and \$0.6 million supported by paying patient income. After these adjustments and application of \$56,000 surplus from several organizational units, a deficit of \$943,000 remained.

Following procedures established by the Board of Regents, application of a 1977-1978 surplus of \$168,000 not reallocated and the \$550,000 supplemental appropriation resulted in a net deficit of \$225,000.

The 1977-1978 surplus of \$168,000 was not reallocated because the allocation of \$611,000 surplus had to be made on the basis of June estimates and an actual surplus of \$779,000 (revised from \$837,000) occurred when the accounts were closed for the year. The Board of Regents has followed the practice of carrying forward any amounts of surplus or deficit not reallocated to the following year for each organizational unit. This practice tends to eliminate inequities that could develop from variations in estimating fuel and purchased electricity expenditures from year to year.

The following table provided the above information for each organizational unit:

1977-1979 SURPLUSES, DEFICITS & SUPPLEMENTAL APPROPRIATION ALLOCATIONS

<u>Institution/ Budget Unit</u>	<u>Total Expen- diture</u>	<u>1977-78 Surplus Not Real- located</u>	<u>1978-79 Appro- priation Surplus/ (Deficit)</u>	<u>1977-79 Total Surplus (Deficit)</u>	<u>Appli- cation of Surpluses and \$550,000 Appro- priation</u>	<u>Net Deficits after Applying \$550,000 Appro- priation</u>
SUI						
Gen. Univ.	\$ 5,819	102	(327)	(225)	164	( 61)
Univ. Hosp.	1,079	( 2)	15	13	( 13)	-
Psych. Hosp.	56	-	( 3)	( 3)	2	( 1)
State Hyg. Lab.	-	-	-	-	-	-
Hosp. Sch.	69	-	6	6	( 6)	-
Oakdale Campus	288	3	( 56)	( 53)	39	( 14)
Subtotal	<u>\$ 7,311</u>	<u>103</u>	<u>(365)</u>	<u>(262)</u>	<u>186</u>	<u>( 76)</u>
ISU	\$ 6,249	( 19)	(522)	(541)	395	(147)
UNI	\$ 1,999	86	( 94)	( 8)	6	( 2)
ISD	\$ 136	( 1)	28	27	( 28)	-
IBSSS	\$ 90	( 1)	10	9	( 9)	-
Total	<u>\$15,785</u>	<u>168</u>	<u>(943)</u>	<u>(775)</u>	<u>550</u>	<u>(225)</u>

Surpluses of \$56,000 from University Hospital, Hospital School, Oakdale Campus, Iowa School for the Deaf and Iowa Braille and Sight Saving School, and appropriations of \$550,000 were prorated on the basis of amounts of deficit in other organizational units. After application of the surplus and the \$550,000 appropriation, a net deficit of \$225,000 remained.

By comparison with June 1979 estimates, an Iowa State University improvement of \$97,000 offset by some other minor changes resulted in an improvement of actual expenditures over the June estimates in the amount of \$84,000.

The magnitude of the surpluses or deficits depends on several factors including weather, energy conservation, prices and budget policy. In spite of the unpredictability of some of these factors and an unusually severe winter, expenditures for the Regents system exceeded the "pass-through" cost by only about 6.0%.

The report then continued by giving the specific figures showing the variances in consumption, price and expenditure from the "pass-through" budget for each energy source for the Regents system, which amounted to a deficit of \$1,140,000. It was reported that a major cause of the expenditure overage of \$1,140,000 before credits was the severe winter weather which caused consumption over budget of 430,000 MMBTU of fuel and 9,150,000 KWH of purchased electricity.

In addition, the new big coal-fired boiler at the University of Iowa was down for about three months to repair the ash handling system and replace parts in the fire box damaged by Iowa coal. (The fire box was not designed for Iowa coal.) During the down time, the university had to use more high-priced gas. A coal contractor did not deliver as contracted, resulting in a higher-cost coal being used. Iowa State University used more gas than anticipated, but only during the summer into October 1978, while gas prices were lower than western coal. Iowa State University can burn gas and Iowa coal in the same boiler so the price trade-off is between gas and western coal. A fire in the power house required the purchase of electricity at higher cost than self-generated electricity.

The Board Office memorandum also explained a change in the Oakdale Campus accounting for fuel and electricity credits for payments by other university users. After an exchange of clarifying correspondence with the State Comptroller's Office, it was determined that expenditures exceeded the "pass-through" budget for 1978-1979 by \$53,000.

Regent Wenstrand asked if the net deficit of \$225,000 was being absorbed. It was explained that the fuel has been used and that an adjustment in inventory value was being carried forward for consideration with the appropriation request for 1979-1980.

In absense of objections, President Petersen accepted the report on behalf of the board.

**SUPPLEMENTAL OPERATING AND CAPITAL IMPROVEMENT APPROPRIATIONS: REPORT ON PRELIMINARY CONSIDERATIONS FOR THE 1980 LEGISLATIVE SESSION.** The board was presented an oral report on the preliminary considerations for the 1980 legislative session on supplemental operating and capital improvement requests.

President Boyd in commenting on the presidents' budget meeting in Toledo on August 28, 1979, indicated that needs were discussed interinstitutionally and it was recognized that the Governor and the legislature have acted on a biennial budget. Having given this careful scrutiny, it was indicated that the institutions were considering the following in addition to what has been appropriated for the 1979-81 biennium.

An item for consideration was a supplemental appropriation for nonorganized faculty and staff salaries, given the possibility of changed presidential guidelines on wage increases and the unfunded salary catch-up and keep-up estimates prepared by the universities.

On the question of salaries for unorganized faculty, President Boyd stated that institutions in an eleven state area had been studied and the Regents institutions have approximately \$6,000,000 in deficits as a catch-up factor. Also, the inflation factor has been substantial throughout this year. The institutions realize that the federal wage guidelines enter in here, yet there may still be an opportunity to bring forward at the appropriate time to the Governor and the General Assembly a request for additional funds to offset the effect of inflation.

With respect to professional and scientific staff salaries, President Boyd said that the University of Iowa and Iowa State University have done comparison studies and found that the universities are in arrears of \$2,144,000; \$1,140,000 of which is for the University of Iowa. He indicated this presented a serious catch-up problem on top of the inflation issue.

President Boyd requested action on salary funds for professional and scientific employees by discussing the cost-of-living assumption in the state salary bill. He indicated that the University of Iowa was divided on how this matter should be addressed. The Staff Council has asked for 7 percent across-the-board.

Assistant Vice President Small then explained that the Staff Council had met on September 12, 1979, and proposed and approved the following statement on 1980-1981 salary adjustments with the request that it be presented to the board:

As we are presently living with double digit inflation, the University of Iowa Staff Council requests that each Professional and Scientific employee be granted salary increases of 7% and promotion and merit increases be provided only from additional appropriations should President Carter adopt more realistic guidelines. We are adamantly opposed to funding promotion and merit increases with this basic 7%.

Concerning Regent policy on salary adjustments for professional and scientific staff for the 1979-1981 biennium, Mr. Richey stated the board had recommended a set of salary adjustments including a 5 percent across-the-board increase, a 2 percent merit consideration and a 1/4 percent promotional factor for consideration in its proposal to the Governor. Subsequent to that recommendation, the State Salary Adjustment appropriation mandated a 4 percent across-the-board increase for professional and scientific staff and provided for merit increases at 3 percent in the Omnibus Education Bill. Thus, the salary adjustment bill allows the Regents to establish up to 3 percent for merit increases for 1980-1981.

President Boyd added that the problem is a result of the fact that the state does not give the institutions enough money. Since the institutions are not given what is asked, basic salary policies are needed. He stated the matter of concern is not whether there would be a merit adjustment, the question is what percentage.

Regent Shaw noted this could be a "time bomb" situation in that higher salaries could generate more inflation. He read from a statement from the federal Council on Wage and Price Stability which proposed some revised regulations for the second year of the biennium. He indicated he had some problems with this and wondered if the state had taken a position on this.

President Boyd stated that consideration should be given to a substantial increase for all the unorganized employees and in order to do this, more than the total of 7 percent would have to be requested. He said the federal policy was still 7 percent, but indicated various states are interpreting this differently. Both President Boyd and Regent Shaw felt there was some obligation to present the institutions' case to the people who would be establishing wage guides.

President Petersen expressed her agreement with the salary problems identified, and she indicated the board would be presented with some specific recommendations in October after full consideration by the committee. If there is information on revisions to the guidelines, the board would take those recommendations and would act then.

President Boyd suggested that state policy would not be to change the current federal and state posture on the 7 percent guidelines in the second year of the biennium and restated the urgency of the salary issue. Mr. Richey indicated that further discussion could take place in November, when more specific information would be available.

Regent Bailey noted the board would be flexible in this situation. Further, he stated the need to have information on this matter with reference to the University of Northern Iowa and the contract situation. President Boyd stated this would not be a matter for the interinstitutional committee, but Regent Bailey suggested this would be a factor at the University of Northern Iowa.

On the matter of medical education capitation fund losses, President Boyd explained that losses for 1979-1980 were \$60,000 for veterinary medicine at Iowa State University and \$343,000 for the University of Iowa. For 1980-1981, it was estimated there would be an additional need for \$275,000 for Iowa State University veterinary medicine and \$365,000 for the University of Iowa; which would make a two-year loss total of \$1,043,000. Mr. Richey indicated that by October it should be known pretty closely what actually would be needed.

President Boyd then turned to Vice President Madden, who made the following comments on fuel and purchased electricity: Based on 1979-1979, funds allocated to the Regent institutions have been insufficient even with transfers and supplemental appropriations. A deficit of \$225,000 for 1978-1979 will be carried forward. Energy cost deficits for 1979-1980 are estimated to be \$2,100,000 and for 1980-1981, an additional \$3,400,000. Energy management figures will be available, but the benefits of the capital program on energy management will not be seen until the 1981-1982 fiscal year. For the 1979-1981 biennium, the institutions will show a significant budget deficit on fuel and purchased electricity.

President Boyd then described a particularly difficult situation with supplies and services. In the last eight years, inflation has amounted to 57 percent in this area compared to 34 percent in appropriation increases. This leaves a shortfall of 23 percent. He restated the need to come back in October to ask for supplemental funds for supplies and services.

On this matter, the Board Office stated that price inflation increases were 5 percent for each year of the 1979-1981 biennium and that figure appeared to be unrealistic in terms of reported price increases averaging 10 percent or more per year. Because of this, supplemental appropriation support to meet this substantial erosion of purchasing capability needed to be considered.

Concerning capital request considerations to the 1980 legislative session, the Board Office reported that at the presidents' budget meeting, it was agreed that the institutions would limit capital requests for the 1980 session to those projects on the Board of Regents' approved capital askings which were left unfunded by the 1979 session. The only exception to this practice would be emergency-type projects for which a need exists and which have occurred since the board approved a biennial capital request for 1979-1981. Therefore, the unfunded projects which would be eligible for consideration and resubmittal to the 1980 session were as follows:

University of Iowa

Law, Communications and Performing Arts--Phase I Construction	\$ 8,485,000
Chemistry/Botany Remodeling	2,820,000
Addition to Hygienic Lab--Planning Only	200,000

Iowa State University

No unfunded projects.

University of Northern Iowa

Russell Hall Renovations	370,000
Speech/Art--Phase II Planning only	250,000
Wright Hall Renovation	700,000
Sabin Hall--Conversion	120,000

Iowa School for the Deaf

Recreational Building--Planning and Pool Deck Work	101,000
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Iowa Braille and Sight Saving School

No items.

TOTAL	<u>\$13,046,000</u>
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It was reported that the above listing of projects would be subject to an inflation factor, where applicable, to bring all costs up to estimated July 1980 costs.

The Board Office indicated that the institutions have several smaller-type projects which might be classified as emergency in nature and which the Board Office would be reviewing. These projects included OSHA requirements on the power plant at the University of Northern Iowa and movable equipment for the Quadrangle remodeling project at Iowa State University.

The Board Office listed the following special issues which would be addressed in the recommendations to be presented at the October board meeting:

1. the selection by the University of Iowa of the first phase construction project in the Law, Communications and Performing Arts series of structures;
2. the use of capital balances at the University of Northern Iowa in the coal-fired boiler project to fund, in part, some of the remodeling projects contained on the unfunded projects listing;
3. a detailed review as to the accuracy of project costs on the unfunded list to determine whether those projects can be undertaken for the amount listed therein.

The Board Office also reported two potential items in a capital request; first, the funding of the power plant casualty loss at Iowa State University and, second, a possible request for a second appropriation for the energy management program.

On the capital projects listing, President Boyd reaffirmed the 1979-1981 unfunded askings. He also stated the power plant casualty loss at Iowa State University was an additional concern to be addressed and the energy management program also needed to be discussed with the Energy Policy Council, as the Board Office had indicated would take place.

President Parks expressed the fact that the interinstitutional committee might want to discuss this capital request situation. He added that although Iowa State University had no unfunded requests listed, he would like to have board consideration of requesting movable equipment funds for the Quadrangle remodeling project for which the university had received \$4,400,000. President Petersen asked whether such an item had been requested before and Mr. McMurray responded that this was primarily a question of timing which has to be worked out.

In absence of objections, President  
Petersen received the report on  
behalf of the board.

OVERTIME POLICY FOR NONORGANIZED MERIT SYSTEM EMPLOYEES. The board was requested to retain its existing policy for the payment of overtime for non-organized employees in the Regents Merit System. The Board Office provided the following information in support of the recommended action:

Current overtime policy for nonorganized (clerical and secretarial) Regents Merit System employees provides premium pay at the rate of time and one-half for all hours compensated in excess of 40 hours in a work week. The overtime policy in the collective bargaining contract effective July 1, 1979 for the blue collar, security and technical unit employees provides premium pay of time and one-half for hours in excess of forty per week or eight per day, but only hours worked (and not all time compensated) are counted.

In July, the State Merit Employment Department changed its overtime policy for unorganized employees to be consistent with that provided in the Nonprofessional Collective Bargaining Agreement. Earlier this year, Gene Vernon, the State Director of Employment Relations, asked that the Board of Regents

likewise change its overtime policy in order to provide for premium pay for overtime after eight hours a day or forty hours a week and to count only time worked (and not all time compensated) in determining overtime pay.

Mr. Vernon stressed the need to maintain consistency and uniformity for all state employees in this matter and suggested that the new policy would, in fact, be a benefit for employees in some circumstances. Under the current policy, if an employee is required to work more than eight hours on one day, he or she could be required to take a like amount of time off within the 40-hour work period, and premium pay for the time over eight hours would be avoided. Under the proposed policy, premium pay at the rate of time and one-half would be required for the time worked in excess of eight hours per day, except for employees on variable or flexible work schedules.

It was noted, however, that there are also circumstances (related to the proposed change from counting time compensated to counting only time worked) under which the proposed policy would provide lesser benefits to employees. Current policy would provide premium pay for work on a scheduled day off, even though a holiday, sick day or vacation day was taken during the week, if total time paid exceeded 40 hours.

The Board Office continued that institutional representatives reported that overtime pay for clerical employees is not a major cost factor under the current policy, nor would it become a major cost item under the proposed policy. Administrators and supervisors saw no significant benefits resulting from the proposed change, but were concerned that the proposed policy would cause inefficiencies and lower employee morale.

The Board Office explained the procedures which the institutions followed to survey employees who would be involved in the proposed policy change. As a result of those surveys, overwhelming support to retain the current overtime policy at all the Regents institutions was reported.

In stating this was the least the board could do for the unorganized employees of the institutions, the following motion was made:

MOTION:

Dr. Harris moved the board retain its existing policy for the payment of overtime to nonorganized employees in the Regents Merit System. Mrs. Jorgensen seconded the motion.

Regent Bailey voiced his concern that retention of the overtime policy would place the board in an opposite position to other state agencies. Mr. Richey reiterated that the institutions have taken surveys and the response was overwhelmingly opposed to any change. The employees involved are happy with the current policy and to change it would affect morale. In addition, the proposed change would not necessarily increase production.

Regent Shaw asked whether the board had the legal right to act on this matter. Both President Petersen and Mr. Richey responded yes.

VOTE ON MOTION:

The motion passed unanimously.



APPEAL OF MERIT DIRECTOR'S DECISION BY UNIVERSITY OF IOWA EMPLOYEE. The board was requested to deny the appeal of Frances C. Swanson, University of Iowa employee, and affirm the decision that her complaint was not arbitrable under the rules of the Regents Merit System.

The Board Office provided the following background and explanatory information to the board:

In her grievance, Ms. Swanson alleged that letters regarding her performance on the job violated Merit Rules 3.116, Disciplinary actions, and 3.3(1), Records and reports. In remedy, she asked that those letters and any future reference to them or their contents be stricken from her file. University representatives found that Ms. Swanson's complaint did not constitute a grievance under the Merit Rules and that the letters may remain in her personnel file.

The Board of Regents has authorized the merit director to refuse to refer to arbitration any grievance not found to be in full compliance with the rules concerning the grievance procedure, subject to review by the board on appeal from an employee.

The university's procedure for merit system employees, established in accordance with the provisions of Merit Rule 3.129, Institutional grievance procedure, requires that a grievance specify the university or merit system rule which has allegedly been violated. It is implied that the rules specified reasonably relate to the circumstances of the case. In a number of previous decisions, the merit director has interpreted Merit Rule 3.116, Disciplinary actions, to be defined as and limited only to those actions specified in that rule: suspension, reduction of pay within grade, demotion, or discharge. Consistent with the interpretation, the director found that Ms. Swanson's complaint clearly did not involve a disciplinary action under the merit rules.

It was noted by the Board Office that written reprimands are commonly specified in collective bargaining agreements as disciplinary action that is grievable. At the same time, there is variance in the definition of what constitutes a reprimand. Some arbitrators have held that any negative comment in an employee's personnel folder is a written reprimand or disciplinary action and therefore grievable. The application of a similarly broad interpretation to the Regents Merit Rules, under which the employer bears the full cost of arbitrations, could impede employee evaluations and other supervisor/employee communications which are necessary and generally intended to be helpful to employees.

The merit director's interpretation that evaluations, counselings, instructions, warnings and reprimands are not grievable under merit rules until or unless they progress to disciplinary action provides an element of protection for the supervisory function and for employees. To insure that there is a reasonable and fair balance between the rights of supervisors and employees, it was reported that Regents merit staff is currently reviewing institutional practices and considering a policy for systemwide implementation under which reprimands that do not progress to disciplinary action within a specified time would be removed from the employee's file.

Merit Rule 3.3(1) provides for the maintenance of an individual file on each employee that will include a record of all personnel transactions, and for other records, including performance evaluations. It was stated that the merit director's understanding that Ms. Swanson's allegation of a violation of that rule related to the fact that for a period of time the letters regarding her performance were not in a file available to her. Those letters were subsequently made available to her and steps have been taken to avoid recurrence of the problem. The Board Office concluded for that reason and because her citation of Merit Rule 3.116, Disciplinary action, was not appropriate, the merit director denied the grievant's request for arbitration.

Before the discussion began on the charges, Merit Director Volm indicated he would like to note the merit system's concern about the general matter of privacy of information pertaining to employees' personnel files. At an interinstitutional meeting, the personnel representatives of the institutions agreed with the federal Privacy Act of 1974 which generally states the following:

1. that employees should have access to their files;
2. that employees should have the right to add material of their own, if they disagree with something in the file;
3. that only employees and authorized internal users on a need-to-know basis would be allowed access to their files, unless the employee gave specific permission for access or release of information to others; and
4. in response to requests for information about an employee, only employment history, i.e., dates of employment, salary and job classifications, would be given.

Consequently, Mr. Volm stated these policies have been put into effect and were currently in effect.

In regard to the complaint on merit rule 3.116, Mr. Volm continued that his interpretation has consistently been that other matters, such as reprimands, warnings, counselings and evaluations, are not disciplinary action under the rules and are not arbitrable, unless they proceed to actions listed in the rules. Mr. Volm concluded that his concern to open up arbitration to matters other than disciplinary action would impede necessary communications between supervisors and employees. In addition, other policies, e.g., security of personnel files, provide adequate protection for employees. He stated, therefore, that consistent with his previous interpretations of what disciplinary action is under the rules, he rejected Ms. Swanson's allegation of a violation of rule 3.116.

With regard to the charge made under merit rule 3.3(1), which states that resident directors will maintain a file on each employee that will include a record of all personnel transactions affecting them, Mr. Volm stated he understood that Ms. Swanson's concern in this regard involved the fact that the letters in question were not immediately made available to her and put in her file in the College of Law. He concluded that he had some difficulty in relating her allegation to the rule cited, but found that since the letters have been put in her file (and actions taken to avoid recurrence), her remedy in that regard had already been granted.

Regent Belin noted her concern that the comments in the letters in question were not given directly to Ms. Swanson in a timely manner. She stated that any employee has the right to be advised of shortcomings in order to make changes. She asked whether the institution had acted in a timely, fair and impartial manner. Mr. Volm agreed with Regent Belin's concern and explained that a response to a grievance is acted upon within ten days after receipt in the Board Office, unless there is other consultation. He added that this is what had taken place in this instance, since Ms. Swanson wanted the consultation to take place with her representative, Mike Broz, but there was no fruitful outcome.

Regent Harris asked how long had Ms. Swanson known that today would be the date of her hearing. Mr. Volm responded August 10; if the matter was to be considered at this board meeting, that request would have to be received in the Board Office by September 3. He was, in turn, informed by telephone on August 31 that a letter was in the mail to him requesting this hearing.

President Petersen stated that the significant matter before the board was whether or not the complaint is arbitrable; and, in fact, it was not a matter for arbitration because the complaint speaks to a question of substance.

Regent Shaw explained that the request of the board is to proceed under the merit rules, which necessitates a violation that can be cited and carried through. It appeared to him that this matter involved whether some letters would or would not go into Ms. Swanson's personnel file.

President Petersen added that she felt the details of handling those records, the accessibility to them, etc., was the protection that Ms. Swanson was asking for. Mr. Volm reiterated that the rules in the federal Privacy Act of 1974 are part of the policies followed by the institutions, even though they were intended only for the federal government. Regent Belin asked whether they had been incorporated into the merit rules and Mr. Volm indicated they had not.

President Petersen inquired as to whether the correct steps had been taken according to the board's procedures in requesting an appearance before the board by Mike Broz, Ms. Swanson's representative. It was decided that the proper procedures had been followed and, with that, Mr. Broz made the following statements during his presentation to the board:

Mr. Broz apologized for the lateness of the documents he submitted at this meeting and expounded on the materials and statements made in those papers. He explained this was not a probationary situation; that Ms. Swanson's employment would continue with the law school. He stated that professional and scientific employees are privileged with the grievance and appeal procedures available to them and that clerical and secretarial employees are not given those same benefits. He declared that counseling, evaluations, etc., are, in fact, disciplinary actions. In summation, Mr. Broz requested that the board defer any action on this matter until it could examine the final material presented today, and that he hoped the board would agree with Ms. Swanson's appeal.

Ms. Swanson then made an attempt to speak and a discussion ensued as to whether she could legally appear before the board. President Petersen stated that the procedures of the board had been dealt with and that, consequently, Ms. Swanson's request to make additional comments was not approved; the board would deal with her representative.

Mr. Broz indicated that if only one person could appear before the board, he would have chosen Ms. Swanson. He had assumed they both could speak and asked the board to waive the rules in this matter.

President Petersen asked Mr. Volm if he had had the opportunity to visit with Ms. Swanson's representative to explain the procedures of the board and he explained that the only request had come from Mr. Broz and there was no indication at that time of others wishing to speak.

Regent Belin suggested that the board waive the rules in this case. Regent Harris agreed, and indicated a time limit could be set. President Petersen stated the board would waive the rules and limit Ms. Swanson's comments to ten minutes. Regent Brownlee added that this was being allowed because the initial request had been made properly through her representative and this was not a precedent for anyone else.

Ms. Swanson stated her concern about the long period of time involved in going through the procedures in this grievance case and that no apparent consideration was shown by the university about any inappropriateness in this. She indicated that the statements made about her were not checked out; some of those statements are not true. She insisted this was, in fact, disciplinary action. She also commented on the issue concerning access to her file and further explained to the board the history of this grievance.

Ms. Swanson stated she was not given a "fair shake" in the grievance procedure because the person involved in each step had been involved in previous steps. She said it did not matter if it was merit system rules or the university's rules; that the laws of the country had to be adhered to. She felt she had been harrassed; a permanent employee being evaluated as a probationary employee.

Regent Bailey asked if this procedure was consistent with Chapter 19A in the Code on the state merit system. Mr. Richey stated Regents merit rules cannot be inconsistent with that act and the merit rules have been approved by the Attorney General's Office and the legislative rules process. He added there is no challenge to the merit rules at issue here. President Petersen noted this complaint was not under our rules for arbitration.

Both Regent Shaw and Regent Bailey agreed that under the Regents merit rules there is a right to appeal under the procedures, as set up, but this was not an appealable issue.

Regent Harris asked Ms. Swanson if she could tell him when she learned this case would come up for appeal and Ms. Swanson stated she couldn't respond.

The consensus of the board was that it had gone beyond its responsibility and had, in fact, granted a hearing on a substantive issue, rather than the requested action.

MOTION:

Mr. Wenstrand moved the board deny the appeal of Frances C. Swanson and affirm the decision that her complaint was not arbitrable under the rules of the Regents Merit System. The motion was seconded by Mr. Bailey and it passed unanimously.

IOWA COORDINATING COUNCIL FOR POST-HIGH SCHOOL EDUCATION. The Iowa Coordinating Council held its first meeting of the year at the Des Moines Area Community College on September 6, 1979. The Board Office provided the following report of the highlights of the September 6 meeting:

1. The Coordinating Council approved a proposed operating budget for 1979-1980.

The council also approved recommendations from a committee of the council to maintain the current membership dues (i.e., \$225 per vote) and to eliminate the December, January and July meetings for the upcoming year.

2. The Coordinating Council approved a change in the by-laws to enable Mr. Richey to be a member of the council representing the Board of Regents. The council also approved a similar change for the Iowa College Aid Commission to permit Willis Ann Wolff to become a representative of the commission on the Coordinating Council.

Regent Bailey mentioned the "after-the-fact" by-law change for Mrs. Wolff and Mr. Richey noted that there was no challenge made on this issue.

3. The council approved appointments to an auditing committee, to the Vocational State Planning and Accountability Committee, to the Lifelong Learning Steering Committee and to the Data Gathering Committee.

It was noted that Executive Secretary Richey had been appointed to the Lifelong Learning Steering Committee to replace President Boyd's previous appointment by the council.

4. The Coordinating Council received a report from George Christensen regarding the Higher Education Coordinating Committee for Southwest Iowa. The report made eight recommendations to the council regarding programming in southwest Iowa and included a request for the continuation of the committee.

On behalf of the board, President Petersen expressed pride in and appreciation to Vice President Christensen for his work in this committee. She indicated the program was off to a good start.

5. The council heard a report on a conference to be co-sponsored by the Coordinating Council on the subject of broadcast, television and post-secondary education in Iowa.

6. The council received a report on the Lifelong Learning Project by Forrest Van Oss, program coordinator.

7. Mrs. Willis Ann Wolff reported on the administration's reauthorization recommendations relative to student financial aid.

8. The Coordinating Council received proposals for three programs at Iowa State University--M.A. in Public Administration; the bachelors degree program in Family Resource Management and in Housing and the Near Environment. The council also received information on two new programs at the merged area schools.

It was reported that the next meeting of the Coordinating Council would take place on October 3, 1979, in the State Board Room of the Department of Public Instruction in the Grimes State Office Building, Des Moines.

In absence of objections, President Petersen received the report on the Iowa Coordinating Council for Post-High School Education.

UNIVERSITY HOSPITAL TOUR. Board members and interested institutional personnel then proceeded to the University Hospitals to participate in a tour of facilities. The group was welcomed by John H. Staley, Assistant Director of University Hospitals. Dr. J. Hoak, Professor of Internal Medicine and Director of the Division of Hematology-Oncology, then presented slides and an explanation thereof on the cell sorter unit, soon to be available at the University of Iowa.

The other sites visited included:

Radiation Therapy Unit for a tour of the Linear Accelerator, hosted by Dr. H. Latourette, Professor of Radiology and Director of Radiation Therapy.

Seventh Floor Radiology Suite for a demonstration of the Whole Body Scanner, hosted by Dr. R. Schapiro, Professor of Radiology.

Emergency Treatment Center and tour of facilities, helicopter and Mobile Critical Care Unit, hosted by Dr. A. Cram, Assistant Professor of Surgery and Director of Burn Unit; Dr. Elizabeth Hays, Associate in Surgery; and Mr. Joe Tye, Administrative Associate.

The following business pertaining to general or miscellaneous items was transacted on Friday, September 14, 1979.

IOWA COLLEGE AID COMMISSION REPORT. Regent Bailey presented an oral report on the Iowa College Aid Commission. He indicated he had missed the August meeting and that the September meeting was held in Iowa City at the American College Testing (ACT) facilities, which enabled the commission to view the facilities and the activities of ACT.

Regent Bailey noted that a number of legislative proposals were considered by the commission. One issue he felt the board would be interested in was the scholarship program. Funds from the scholarship program would be divided between private schools, the Regents institutions and the area schools. It would extend the scholarship program to all scholarship nominees, if named as an Iowa scholar. This would involve a grant of \$100 or \$200 on a "no-need" basis. Regent Bailey stated that this proposal had passed the commission on a 5-3 vote and that he had voted against it, because he felt it was contrary to the original intent.

Regent Bailey stated that another matter under consideration by the commission was a review of the vocational/technical tuition scholarship program. He said at the present time scholarships from this program were available only to students taking vocational/technical courses and the current amount of scholarship was \$400. Regent Bailey continued to explain that he made the motion for a

recommendation to the legislature to increase the amount from \$400 to \$500. He explained that a further recommendation was made that this program include students taking college-parallel courses, which he was opposed to. Regent Bailey concluded that no action was taken on this issue, since the commission vote ended in a 4-4 tie. He explained he was anxious for input from the board on this matter, if it should come up again.

President Petersen asked if there is a feeling today that the tuition of the area schools has risen to such an extent to warrant this proposed increase. Regent Bailey indicated he was not certain; in the last three biennia, tuition has risen 16 percent in the area schools, 50 percent in the private schools and about 31 percent at Regent institutions.

Mr. Richey suggested that this matter be included on the board's docket for November. He explained that the basic reason being given for the tuition scholarship program being extended to the college-parallel students at the area schools is that these students do not have a state scholarship program. He added that the Regent institutions never have received any state funds for scholarships or student aid. Mr. Richey stated that the board could discuss this further if the commission moved to act on this particular issue, but indicated a statement from the board might be beneficial.

President Petersen indicated that the annual student aid report would be before the board in October and that might be the appropriate time to review and discuss these matters.

Regent Bailey expressed his thanks to Mr. Richey for gathering together some statistical information he had requested.

President Petersen received the report  
on behalf of the board.

IOWA STATE UNIVERSITY PARKING RULES--REPORT ON ADMINISTRATIVE RULES HEARING.  
The Board Office recommended that the board receive the report of the administrative rules hearing on the Iowa State University parking rules and uphold the April 1979 board action approving the amendments to those rules.

At the April meeting, the board approved amendments to the Iowa State University traffic rules to go into effect for the 1979-1980 academic year. These amendments provided for extension of various rules to include bicycles, as well as motor vehicles; specified which violations would result in towing; stiffened fines for various violations and raised parking meter fees; and set up procedures for reappeal on cases heard by the university's Traffic Appeals Board and for administrative hearings subsequent to judgment of that board.

Following approval by the Board of Regents in April, the amendments to the parking rules were immediately started through the administrative rules process, which allows for a hearing on the rules if timely requested by 25 or more parties. Such a request was received on June 7 at the Board Office and a hearing was held on July 20, 1979, after publication of the notice, as required by Chapter 17A of the Code of Iowa. Two Iowa State University students made presentations at that hearing that expressed concern for:

1. The authority of the board to sanction visitors;
2. Parking meter fee increases;
3. Allocation and use of parking spaces;
4. The Traffic Appeals Board;
5. Ticketing consistency;
6. Posting of hours regarding the use of certain bike paths; and
7. The creation of a separate account for bicycle revenues. (It was reported the this last recommendation had since been implemented.)

A general concern that permeated all of the various concerns raised at the hearing was the effect of increased fees and fines on students and the use to which these monies would be put. Final processing of these rules to the filing stage has been held up pending the board's review of these concerns.

The university indicated that, in the process of approving the rules on campus, undergraduate and graduate students were involved, and that this involvement led to changes in the proposed rules regarding bicycles. In addition, the financing issue was discussed in open meetings with student representatives participating.

President Petersen noted the board had a recommendation on this matter and called the board's attention to the hearing minutes included with the docket material and the response from the university.

MOTION:

Mr. Brownlee moved the board receive the report of the administrative rules hearing on the Iowa State University parking rules and uphold the April 1979 board action approving the amendments to those rules. Dr. Harris seconded the motion and it passed unanimously.

PAYROLL DEDUCTION RULES FOR CHARITABLE ORGANIZATIONS. The board was requested to delegate the authority to the State Comptroller to establish uniform rules to implement sections 79.14 and 79.15, Code of Iowa, regarding payroll deductions for contributions to qualified charitable organizations by all employees under the jurisdiction of the Board of Regents, and authorize the executive secretary to withdraw the proposed board rules on the subject.

It was reported that the Board of Regents had established policies which govern payroll withholding from the paychecks of the employees under its jurisdiction, which are found in section 7.15 of the Procedural Guide. These Regent policies



had been adopted by the board in July 1979 and the board objected to inclusion of Regents employees in the rules proposed by the State Comptroller, who had proposed to include all state employees.

The Board Office reported that the State Comptroller had modified his proposed rules, which were now more acceptable to the board's concerns. Since the substance of the proposed rules by the comptroller were not now at issue, it was proposed that the board authorize the executive secretary to withdraw its rules on the subject in the interest of efficiency and time, and delegate to the State Comptroller the authority to cover Regents institutions in his rules. The Board Office added it was understood that the administration of these rules would remain with the responsible payroll officials at each institution and, further, it was understood that this delegation may be revoked at any time.

Mr. Richey stated that the standard aspects pertaining to the needs of the institutions had been worked out on the proposed rules. He said if this resolution was approved, the board's views would be noted in the recommendation giving the authorization to the comptroller.

In response to a question from President Petersen, Mr. Richey stated that the administration of these rules would remain at the institutions, as provided by the law itself.

Regent Bailey asked about the physical ability to list all deductions wanted on the card. Mr. Richey explained that part of the revision was that the responsible payroll official could allow for more than the previous maximum of four deductions. He added that organizations wishing to be included on the payroll withholding list had to comply with the law.

MOTION:

Dr. Harris moved the board delegate the authority to the State Comptroller to establish uniform rules to implement payroll deductions for contributions to qualified charitable organizations by all employees under the jurisdiction of the Board of Regents, and authorize the executive secretary to withdraw the proposed board rules on the subject. The motion was seconded by Mr. Wenstrand and it passed unanimously.

**PAYROLL DEDUCTIONS FOR DEPARTMENT OF TRANSPORTATION-SPONSORED BUS PROGRAM.** It was requested that the board authorize the responsible payroll official at each institution to make payroll deductions for a bus pass program sponsored by the Department of Transportation.

The Board Office explained that institutional officials had been consulted on this authorization request and were supportive of this program.

It was stated that current board policy contained in the Procedural Guide did not authorize this deduction. Therefore, it was recommended that the board authorize payroll deductions for the bus pass program and that the

responsible payroll official at each institution establish institutional regulations for the administration of this program, which must include a signed, written authorization from each employee and the right of each employee to withdraw from the program upon 30-days written notice.

Regent Bailey asked what buses were included in this program and Mr. Richey explained it would involve any public bus program. Assistant Vice President Small further explained the history of the bus program. She indicated the current state allocation to this program was \$75,000, which was an increase from the previous allotment of \$65,000. In addition, the employees contribution to the monthly rate was changed from 50 percent employee/50 percent state; to 75 percent employee/25 percent state contribution. Assistant Vice President Small noted the reason for the increased funding level and reduced percentage of participation by the state and increased percentage of participation by the employee was so that more employees could benefit from participating in the program.

MOTION:

Mr. Bailey moved the board authorize the responsible payroll official at each institution to make payroll deductions for a bus pass program sponsored by the Department of Transportation. Mr. Wenstrand seconded the motion and it passed unanimously.

RULES BEING PROMULGATED BY THE IOWA CIVIL RIGHTS COMMISSION. The board was presented an update on the rules being promulgated by the Iowa Civil Rights Commission which would have a significant impact on the governance of the Regents institutions.

It was reported that the commission recently conducted public hearings in order to give concerned parties an opportunity to respond to these proposed rules. Board Office staff members, after consultation with each institution, appeared before the commission on August 24 and presented a statement on behalf of the board. This statement specifically addressed chapter 8, Discrimination in Schools. It was reported this same statement would be presented to the Legislative Rules Review Committee during its September 11-12 meeting.

The board had previously received a copy of the statement which was presented to the Rules Review Committee, which pertained to chapters 6 and 7 of the rules of the Civil Rights Commission.

The Board Office noted that the commission had now further revised the above chapters and the Board of Regents had resubmitted its statement to the Rules Review Committee regarding the concerns with these chapters.

President Petersen indicated that the board will be kept informed on this issue as it moves along, but this is where the issue stands today. She stated the rules were still in the appeal process.

Assistant to President Mahon indicated the Legislative Rules Committee had heard the first presentation by the Civil Rights Commission and the commission would take those written and oral presentations and use them to amend the rules.

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Assistant to President Henry noted that the members of the Rules Review Committee feel this matter will end up in the legislature and had voted to delay the effective date of the rules.

Noting the board will be kept informed on this matter, President Petersen received the report on behalf of the board.

LEGISLATIVE VISITATION COMMITTEE SCHEDULE. Further revisions were made at the board meeting on the schedule for board members' participation with the legislative visitation committee:

September 20, University of Northern Iowa: Mary Louise Petersen  
Peter Wenstrand  
Ann Jorgensen

September 27, University of Iowa: Percy Harris  
Ann Jorgensen

October 3, Iowa State University: Constance Belin  
Ray Bailey  
Arthur Neu

ASSOCIATION OF GOVERNING BOARDS OF UNIVERSITIES AND COLLEGES--NATIONAL TRUSTEE WORKSHOP. It was reported that the National Trustee Workshop of the Association of Governing Boards would be held on October 29-30, 1979, at the Dallas Hilton. Board members wishing to attend this workshop were asked to inform the Board Office by September 21. It was noted at the meeting that President Petersen would be presiding at this workshop.

BANKING COMMITTEE REPORT. Regent Wenstrand presented an oral report on the most recent Banking Committee meeting, which had been held on September 12, 1979. He reported the following matters were discussed:

1. Change in Section 524.814 of the Code of Iowa concerning pledge of assets. Regent Wenstrand explained that state bank law now allows state banks to pledge assets to secure institutional deposits and the committee discussed the ramifications of the change, as it relates to existing deposit bank escrow agreements. He stated the institutions are concerned this may bring a proliferation of bank offers for Regent institution business, but on the positive side this change might increase the competition and the institutions might be offered better service. He concluded that the institutions are insulated somewhat because the Banking Committee would have to review any new agreements.
2. He stated the University of Northern Iowa general audit for 1978 was discussed, as it related to the creation of depreciation reserves and the accounting for such reserves.
3. Finally, Regent Wenstrand noted the committee received the annual set of institutional banking and investment reports.

In absence of objections, President Petersen received the oral Banking Committee report for the board.

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BOARD OFFICE PERSONNEL REGISTER. The following action was reported on the Board Office Personnel Register and was recommended for ratification:

Resignations:

Mary L. Shaw, Classification Program Administrator, to take a position at Miami Dade Community College in Florida, effective August 9, 1979.

Karen K. Vosberg, Secretary IV, effective August 31, 1979. Ms. Vosberg moved with her family to California.

Termination:

Loy E. Richards, Secretary II, terminated during three-month probationary period, effective July 2, 1979.

New Appointment:

Patricia M. Peters, Secretary II, beginning August 6, 1979, at \$10,312 annually, plus usual fringe benefits. Mrs. Peters will be secretary in the Academic Affairs/Research and Information section.

Change of Appointment:

Betty A. Sands, Secretary III (Minutes Secretary) to Secretary IV, at \$13,841 annually, effective August 31, 1979.

Ellen L. Discher, Secretary II to Secretary III (Minutes Secretary) at \$12,063 annually, effective August 31, 1979.

In absence of objections, President Petersen ratified the actions reported on the Register of Personnel Changes for the Board Office.

NEXT MEETINGS.

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
January 17-18		Des Moines
February 21-22	University of Iowa	Iowa City
March 18-19 (Tue.&Wed.)	Iowa State University	Ames
April 17-18	University of Northern Iowa	Cedar Falls
	Iowa Braille and Sight Saving School	Vinton
May 15-16	University of Iowa	Iowa City
June 18-19	Iowa State University	Ames
July 17-18	University of Northern Iowa	Cedar Falls

President Petersen than asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the general docket. There were none.

STATE UNIVERSITY OF IOWA

The following business pertaining to the State University of Iowa was transacted on Thursday, September 13, 1979.

HAWKEYE SPORTS ARENA--PROGRESS REPORT. President Boyd began the university's presentation by indicating the plans were tentative in nature and that the cost figures were not available. He indicated students were present to express their concerns and their reactions to the situation.

In his opening statement, Vice President Bezanson reiterated that in July 1979 the board ratified the selection of Caudill Rowlett Scott (CRS), Houston, Texas, as architect for the arena project and that CRS had chosen The Durrant Group of Dubuque, Iowa, to conduct Iowa-based architectural services. In preparation of these plans, he stated the architects spent time with user groups of the facilities discussing programming and solution of problems. He stated that these were tentative solutions being presented and were subject to change; that the architects were now in the process of refining and testing, but that this was what the architect was recommending at the present time for the solution of the university's problems.

Vice President Bezanson then presented a series of slides enumerating the architect's design. Information included in those slides and the discussion pertaining to them were:

1. The listing of outdoor recreational space.
2. Map of the campus showing locations of existing and proposed buildings.
3. Present suggestions for renovation of the Field House to solve and incorporate needs.

Vice President Bezanson stated the Field House would be renovated for use as a recreation building. This would provide a handicapped recreation area; an accessible weight lifting area; an upgraded, functional and pleasant locker area useful to both men and women; bleachers would be removed to construct handball courts, storage, a deck area and a bridge across the upper level to construct a jogging track. Major scheduling problems that occur now with intercollegiate activities could be eliminated, because athletic practices would take place in the arena.

4. Present suggestions for construction of a new arena to meet projected needs.

Vice President Bezanson explained the proposed arena would have 14,000 individual seats with backs with retractable seats on the lower level. The floor area would have 20,000 square feet of space when the seats were retracted. The architect's proposal places the building into a ravine, which makes it energy conservative because of the natural insulation of the earth bermed around it. In addition, it would be possible to preserve many of the beautiful trees existing in the proposed arena site.

Regent Harris questioned whether there would be reserved seats for the students in this plan. Vice President Bezanson responded that the majority of the retractable seats around the court and a wedge going back would be reserved for student seating.

Vice President Bezanson continued by explaining that the concourse level in the arena would contain the offices, elevators for the handicapped and that wheel chair "pull ups" would be available for handicapped persons attending events.

In response to a question from Regent Bailey, Vice President Bezanson explained the uniqueness of the structural roof, which is weathering steel with a brown-tone cover. He indicated this construction would save on heating and cooling for 3,000,000 cubic feet of space.

Regent Belin asked if the plans being presented conserved energy. Vice President Bezanson stated there would be a tremendous amount of savings primarily because of constructing the building into the ravine. In addition, a skylight will be installed in the middle of the roof to reduce the amount of artificial lighting used during daylight hours.

Two officers of the Student Senate were present to speak to the board. Donn Stanley, President of the Student Senate and member of the Ad Hoc Sports Facilities Committee, reported to the board that the students have been treated equitably in decisions surrounding the proposed project; that involvement for both recreation and intercollegiate athletics was necessary; and that a project like this was critical to reach a certain level of satisfaction. Further, he indicated that significant cutbacks would be devastating because everything is so intertwined that it would lead to other cutbacks. He stated he would be able to support this project, as presented, and could recommend to the student government to commit the necessary student fees.

Dave Dix, Vice President of the Student Senate, cited a survey whereby questionnaires were sent randomly to 500 students and 250 responded. The consensus of the replies was in favor of a multi-purpose project and the proposed renovation of the Field House and construction of the arena would fulfill the needs.

Vice President Bezanson reported to the board that the university is now in the process of working through the debt financing alternatives with the cooperation of the Board Office. In addition, the university reported the selection of Coopers & Lybrand, an accounting firm, to conduct a debt financing feasibility study to enhance the financial planning ability and the marketability of the debt issue. The university felt that since multiple income sources will be involved that an outside, independent audit and assessment of the income projections committed to meet debt service requirements would be helpful. The firm of Coopers & Lybrand was chosen because their proposal offered three separable phases which are tailored to the needs on the project and because their bid submitted was the lowest firm bid for the first phase--less than \$3,000 plus expenses. Additional services can be contracted for on an hourly basis.

Vice President Bezanson concluded that the architect had provided an exciting concept for the Field House and the arena that would satisfy the needs the university had defined.

President Petersen received the progress report on behalf of the board.

LAW, COMMUNICATIONS AND PERFORMING ARTS--UTILIZATION OF PLANNING FUNDS. The Board Office reported the 1979 legislature appropriated \$600,000 to the University of Iowa for planning space requirements for a multiple project involving law, communications and performing arts. The university now requested board action on the following items:

1. Approval of plans for the utilization of the capital planning appropriation;
2. Approval to seek architectural services to plan:
  - a. a communications facility;
  - b. an addition to the university theatre;
  - c. a new law building.

In addition, the university also presented the following preliminary budget for utilization of the planning fees:

Communications Facility	\$ 134,000
University Theatre Addition	108,500
Law Building	334,000
Replacement of TTI Funds	<u>23,500</u>
TOTAL	<u>\$ 600,000</u>

Source of Funds: 1979 Capital Appropriation

The university stated that its two most pressing space needs are to remove students and faculty from the unsafe facilities in the Old Armory, thereby permitting razing of that facility; and to find space which is adequate and appropriate to the needs of the College of Law and its library.

The university determined that if the law building were vacated, the space would not be suitable for the film and broadcasting portions of the communications program or for the performing arts components--dance and theatre. These programs require high ceilings and column-free spaces, which even at very great cost could not be obtained in the vacated law building. The study, therefore, showed that new communications and performing arts facilities were needed.

Two different types of additions to the present law building were considered and neither would provide a functionally-satisfactory solution to the space problems of the law library and the legal education programs. Therefore, it became clear that a new building for the College of Law was also essential.

Since the university's first priority is to vacate the hazardous Old Armory, suitable spaces for the programs now housed there must be found or created. The university determined that the original plan to house within one new communications building the rhetorical studies, broadcasting and film programs, the video center, and the motion picture unit from continuing education would require a building which would cost considerably more than the construction funds requested by the board in the second year of the biennium. In addition, original considerations were that the drama activities (presently housed in the Old Armory and in MacLean Hall) and the dance program would be included in the addition to the University Theatre.

In the university's attempt to stay as close as possible to the \$8,485,000 requested for construction, the original plans for the communication and performing arts facilities were pared down and some of the program elements have been removed to be accommodated elsewhere. In particular, the video center and the motion picture unit will not be included within a new communications facility and the dance program will not be part of the plans for an addition to University Theatre.

The university concluded that a new law building is essential if the criticisms made by the accreditation association are met to house adequately the law library and the educational programs of the College of Law. The study has determined that the university will be able to make excellent use of the vacated law building for other units and that only a new structure will provide the type of facilities to house adequately the legal library and the legal education programs. Accordingly, the university indicated its top capital priority for the first year of the 1981-1983 biennium would be an asking for funds for a new law building, presently estimated to cost about \$17 million.

The university proposed that planning for all three facilities be carried through the completion of design development and outline specifications. The Board Office stated that architectural agreements would be reached on each of the three projects separately and there would be additional architectural fees beyond design development, as part of the capital request for construction of each of the three facilities.

In addition, it was reported that the university requested approval to charge \$23,500 previously expended on planning for the College of Law in programming and the investigation of the space alternatives. The Board Office explained this work had been done by campus planners.

The Board Office made the following additional statements in the memorandum to the board:

It is noted that the university sets out as its first priority for funding in the 1980 session of the legislature the space requirements necessary to permit the razing of Old Armory. This evidently includes building a new communications facility and an addition to the university theatre. The request to the legislature for construction of a new law building would be deferred until the 1981 session and would be part of the university's capital request for the 1981-1983 biennium.

The Board Office suggested that the board utilize this meeting to raise any questions it has relative to the university's intention on use of the capital planning funds, as well as the planning process itself, which has lead to the decision to construct three additional buildings at the university. Further, the board was encouraged to discuss the university's timetable, which has the decisions on requesting the facilities necessary to raze Old Armory being made to the 1980 session, while the new law center construction funds would be requested in 1981. It was noted, however, that final action on the entire matter (other than authorizing the university to seek architectural services) would be deferred to the October board meeting when all capital requests for the 1980 session would be discussed.



The Board Office concurred with the recommendation to seek architectural services for the three facilities. However, it was noted the university should be cautioned that the legislative appropriation of \$600,000 was based upon utilization of \$300,000 for overall initial planning review and \$300,000 to develop a preliminary design for the first building chosen, which would match the request put forward to the 1979 session of \$8.4 million for construction.

In her opening remarks, Vice President Brodbeck restated and expanded on the written information presented to the board by the university. She explained that educationally these programs have changed over the years and the proposed plans are interdependent.

President Petersen asked whether there were any firm figures yet on square footage estimates and Vice President Brodbeck responded: 36,000 gross square feet for the theatre addition; 47,000 gross square feet for the communications facility; and 177,500 gross square feet for the law building.

President Boyd reminded the board that the investment in the physical facilities for all these programs up to this point has been very small. He suggested in looking at these proposed recommendations, that the programs involved are of great quality and receive great recognition. In addition, the university, during the study, had already cut back its original plans in order to stay within the construction funds amount requested in the second year of the biennium.

Regent Bailey indicated his concern about the proposed plans for the communications facility with the fact that portions of the department would still be housed in other facilities. He asked whether this new facility would be inadequate from the outset. President Boyd explained that would not be the case with this department--drama would be on the west side of the river and the rest of the program would be on the east side of the river. President Petersen added that service production units would be on one side and the teaching functions on the other.

Discussion then ensued on the extent to which phase the architect would be able to design the proposed construction in relation to the funds which have been appropriated for this purpose. Vice President Bezanson expressed the opinion that the board could authorize the university to seek architectural services to plan all three buildings, but leave some flexibility as to how far each phase in the design process would proceed. Mr. Richey stated that architectural services for the communications facility and the theatre addition should be contracted through the final plans and specifications stage, with the plans for the law building developed through the schematic phase. He stated that there was a strong need to be able to bid structures funded by the 1980 session as soon as possible after funds become available for construction.

President Boyd expressed an administrative request to his staff to proceed in a manner which would enable university compliance with the planning schedule for the communications facility and theatre addition, as stated by Mr. Richey.

President Petersen stated there was a need to confirm the university's planning priorities today, seek architectural services, and then the results of those negotiations would come back to the board when the figures are available.

President Boyd expressed the need to have some kind of endorsement from the board to address the law building matter. He realized this would have to come back to the board for general discussion as a priority matter, but there was a need to decide at this meeting whether to construct a new law center or another addition to the existing structure.

In response to that request, the following motion was made:

MOTION:

Mr. Brownlee moved the board endorse the concept of constructing a new and separate law building, as presented at this meeting by the University of Iowa. Mrs. Belin seconded the motion and it passed unanimously.

MOTION:

Mr. Brownlee moved approval of the plans for the utilization of the \$600,000 capital appropriation made for law, communications and performing arts and authorized the university to seek architectural services to plan separate facilities for communications, theatre and law. It was further moved that those architectural services for communications and theatre will be contracted initially through the final plans and specifications stage so that bids can be obtained during summer 1980, assuming construction funds are forthcoming from the 1980 legislative session; and, further, the plans for the law building should be developed at least through the schematic phase and probably through the design development phase. The motion was seconded by Dr. Harris and it passed unanimously.

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

The following business pertaining to the State University of Iowa was transacted on Friday, September, 14, 1979.

INTRODUCTION. Vice President Bezanson introduced to the board a member of the Governor's Economy Committee, Howard R. Poe, who was presently on the University of Iowa campus in conjunction with the duties charged to that committee.

OTHER PERSONNEL TRANSACTIONS. The following personnel transactions were presented to the board for action:

Appointments

Edmund A. Franken, Jr., as Head and Professor, Department of Radiology, effective September 1, 1979, at a salary of \$55,000 plus commutation fraction, on a 12-month basis.

Kenneth L. Zakariasen, Jr., Head and Associate Professor, Department of Endodontics, effective July 15, 1979, at a salary of \$54,000 on a 12-month basis.

James W. Johnson, as Director, Weeg Computing Center, effective September 1, 1979, at a salary of \$40,000 on a 12-month basis.

Sue R. Rosner, Professor, as Acting Dean of the College of Nursing, effective September 1, 1979.

Resignations

William M. Shanhouse, as Vice President for Administrative Services, effective October 1, 1979.

Evelyn R. Barritt, as Dean of the College of Nursing, effective August 31, 1979.

President Petersen expressed the board's appreciation to Mr. Shanhouse and Professor Barritt for their years of service to the institution and to the board. In speaking for President Boyd, Vice President Brodbeck reiterated the sentiments expressed by President Petersen.

MOTION:

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

POST AUDIT REPORT ON THE B.A. AND B.S. DEGREE PROGRAMS IN COMPUTER SCIENCE. The Board Office explained that the post-audit report on the B.A. and B.S. programs in computer science at the University of Iowa had been received and that the board approve referral of the report to the Interinstitutional Committee on Educational Coordination and the Board Office for review.

The university reported that the undergraduate degree programs in computer science have had considerable enrollment growth and employment opportunities for graduates continue to be excellent. It was added that this situation would continue to exist for the immediate future.

MOTION:

Mr. Bailey moved the board approve referral of the post-audit report on the B.A. and B.S. programs in computer science at the University of Iowa to

the Interinstitutional Committee on Educational Coordination and the Board Office for review. Mrs. Belin seconded the motion.

Regent Bailey asked for clarification of the statistical information given in the report from the university on headcount enrollments and credit hours generated in the program. He asked why the numbers listed for "majors" and "enrollments" would not be the same. Vice President Brodbeck explained this was a service department and that the total enrollment figure was comprised of different groups of students. Regent Bailey concluded that indicated the total number of courses, rather than individuals.

VOTE ON MOTION: The motion passed unanimously.

ANNUAL REPORT OF RESIGNATIONS. The board was requested to accept the annual report covering the period from July 1, 1978, through June 30, 1979, from the University of Iowa.

During the reporting period, 80 faculty members resigned from the University of Iowa--51 were assistant professors; 18 were associate professors; and 11 were professors. The total of 80 resignations this year compared to 75 last year and 80 the preceding year, which seemed to indicate a fairly stable pattern in the overall number of resignations at the university over the last three years.

The Board Office stated that another trend which seemed apparent from the data provided by the university was that fewer faculty seem to be moving from their positions at the university and accepting jobs in government or the private sector. The number of faculty accepting such positions had decreased from 28 in 1976-1977 to 21 in 1978-1979. Regent Bailey noted this fact and wondered if this trend might be significant. Vice President Brodbeck indicated that appointments of the best possible people to fill the positions supports this trend. She added that, historically, the same situation exists in that the university still has difficulty in maintaining the best people. She stated, however, that improvement in the salary situation would help.

In terms of resignations by department or program area of the university, the Board Office reported the College of Nursing lost 5 faculty members; the School of Social Work, the Department of Psychology, and the College of Law each lost 4 faculty members; and the Department of Political Science lost 3. Roughly one-quarter of the rest of the resignations reported were in the Colleges of Medicine and Dentistry.

In addition, the Board Office noted that while the overall numbers of resignations from the university has held constant over the last three years, there appears to be some shifting by rank in the resignation pattern. For instance, the percentage of resignations in the associate professor rank had risen from 15 percent in 1976-1977 to 23 percent in 1978-1979. At the same time, the percentage of resignations of full professors had decreased from 21 percent to 14 percent.

In absence of objections, President Petersen accepted the report for the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that the final register for September 1979 had been received, was in order and was recommended for board approval and noted two special actions requested relative to architectural services on the Law, Communications and Performing Arts project and the South Pavilion--Phase A project.

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

University Hospitals--Fire Protection Improvements, General Hospital--Third Floor

Award to: Burger Construction Co., Inc., Iowa City, Iowa \$60,277.00

Dermatology Research Laboratory--Medical Laboratories--Rooms 271-276

Award to: George Kondora Plumbing and Heating, Inc.,  
Iowa City, Iowa \$98,395.00

The university also requested ratification of an increase in compensation to the designer on the project, Beling Consultants, Inc., Moline, Illinois.

Increase in compensation included providing final design services and shop drawing review on an hourly rate basis at a maximum cost of \$8,421, less credit for a previously-approved contract of \$4,600, which would equal a \$3,821 increase in compensation. Since the project budget was \$126,700, the rate of \$8,421 figured at 6.6 percent of the total project budget for engineering services or 8.6 percent of the contract award of \$98,395.

Hydraulic Research Underground Reservoir--Oakdale Campus

Award to: Frantz Construction Company, Iowa City, Iowa \$28,500.00  
(single bid received)

The irregularity was the receipt of the single bid. This was waived since, first, six sets of plans and specifications were checked out by contractors. Evidently, bidders' choice was totally involved in the decision not to bid. Second, the single bid was evaluated and found to be well within the engineer's original construction estimate.

In addition, the university requested ratification of this as a new project. Total budget was reported at \$35,000 funded from Account M526, Institute of Hydraulic Research Unappropriated. The university architect's office was selected as architect and inspection supervisor.

Electrical Distribution Line Crossing Washington Street

Award to: O'Brien Electrical Contractors, Iowa City, Iowa \$37,873.00  
(3 bids received)

There was a major irregularity noted by the executive secretary in that the contract award exceeded the original budget, as previously approved by the board. This major irregularity was waived as an extraordinary circumstance for several reasons:

1. There was no August board meeting.
2. The project was interrelated with a job being carried out by the City of Iowa City and must proceed in concert with that project.
3. The university recommended award and submitted a revised budget. The project will be totally funded by Treasurer's Temporary Investment Income.

The board was also requested to approve a revised project budget, whereby the costs increase from \$39,000 to \$59,703. The university stated that the reason

for the increase was that at the time of final design, it became apparent that the project was more complex than originally anticipated and that the original estimates were based on insufficient factual data and were inadequate.

The board was also requested to ratify selection of Shive-Hattery & Associates, Iowa City, Iowa, to provide final design services and site survey services on the project on an hourly rate basis at a maximum cost of \$2,900.

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

Award to: Paulson Construction Company, West Branch, Iowa \$61,289.00  
(2 bids received)

This project had a major irregularity in that the contract award exceeded the preliminary budget estimate. This major irregularity was waived by the executive secretary for several reasons:

1. There was no August board meeting.
2. The university, noting the urgency of undertaking the work before winter, requested and recommended the contract award.
3. Source of funds is Dormitory Improvement Reserve and a revised project budget met with the approval of the residence hall administration.

This project was also listed under "New Projects" on this register at its original estimate of \$50,000 funded from Dormitory Improvement Reserve. Also, the board was requested to ratify executive secretary approval of a revised project budget, which increased from \$50,100 to \$72,489. The university noted that the reasons for the budget increase were because the preliminary gross estimate was inadequate and because the workload of local contractors was such that not as many bidders participated as would have been desirable.

The board was also requested to ratify selection of Pierce King Associates, Iowa City, Iowa, to provide contract administration and project quality control during construction of the project. The fee will be on an hourly rate basis at a maximum cost of \$1,800. The board had previously in June approved a contract with this firm to provide final design services at a maximum cost of \$6,286. That compensation figures out at 8.7 percent of the new total project budget of \$72,489, or 10.3 percent of the contract award of \$61,289.

The following new projects were presented to the board for approval:

Renovation of Primary Electrical Supply for Athletic Office Building

Source of Funds: Income from Treasurer's Temporary Investments \$17,500.00

The physical plant department will act as engineer and inspection supervisor.

Renovate Corridor 13, 13A, 17--Calvin Hall

Source of Funds: Building Repairs \$30,000.00

The physical plant department will act as engineer and inspection supervisor.

Zoology Building--Renovate 333 Complex

Source of Funds: Building Repairs \$21,000.00

The physical plant department will act as engineer and inspection supervisor.

Hancher Auditorium--Provide Additional Office Space

Source of Funds: Building Repairs \$17,700.00

The physical plant department will act as engineer and inspection supervisor.

Field House--Swimming Pool Bulkhead

Source of Funds: Budget for Remodeling Swimming Pool \$20,000  
                  Gifts to U of I Foundation 24,000  
  Total \$44,000.00

This project was reported to be somewhat unusual in that the revised budget for the Remodeling Swimming Pool project contained a \$20,000 allowance for reconstruction of the bulkhead. No bids were received for this portion of the work and it was to be obtained via negotiated change orders in the basic remodeling contract. Further review of the situation indicated that the bulkhead should be replaced. The budget would not contain any engineering services, as those services were found in the Remodel Swimming Pool project. The university proposed to purchase the bulkhead by purchase order based on quotations. The physical plant department was selected as inspection supervisor.

Medical Research Center Water Softening

Source of Funds: Building Repairs \$12,000.00

The physical plant department will act as engineer and inspection supervisor.

Medical Research Center--Install Fume Hood, Room 18

Source of Funds: Building Repairs \$ 9,000  
                  Acct. M-893 Internal Medicine Trust Fund 18,000  
  Total \$27,000.00

The physical plant department will act as engineer and inspection supervisor.

Water Plant--Remodel 203, 205, 207

Source of Funds: Building Repairs \$15,160.00

The physical plant department will act as engineer and inspection supervisor.

North Hall--Construct Observation Booths, Early Childhood Education Center

Source of Funds: Building Repairs \$15,500.00

The physical plant department will act as engineer and inspection supervisor.

University Hospitals--Burn Center Waiting Room

Source of Funds: Account D480-0811 \$18,200.00

The board had previously ratified selection of R. Neumann Associates, Iowa City, Iowa, as architect. The rate was hourly at a maximum cost of \$2,000. This means that the fee constitutes 11 percent of the budget or 13 percent of the estimated construction cost.

The Board Office indicated that the university did not provide any explanation for the high fees, but suggested it was due to the size of the project and to the fact that this is a remodeling project.

University Hospitals--Dry Sprinkler System

Source of Funds: University Hospital Building Usage Funds \$21,500.00

The university indicated that an entry on ratifying selection of the engineer on this project would be on the next capital register. The Board Office will report on the rate of compensation at that time.

University Hospitals--Additional Air Conditioning Capacity for Information Systems Equipment Room

Source of Funds: University Hospital Building Usage Funds \$84,510.00

The university indicated that an entry on engineering consultants will be on the next capital register. The Board Office will report on the rate of compensation at that time.

University Hospitals--Utility Tunnels

Source of Funds: Account Y985-1040 \$16,500.00

The university architect's office was selected as architect and inspection supervisor.

University Hospitals--Motor Generator System

Source of Funds: University Hospitals Building Usage Funds \$145,965.00

The Board Office indicated that the rate of compensation on an engineering contract will be reported next month, after an entry on engineering selection is made on next month's capital register.

Pharmacy Building--Replace Distilled Water System

Source of Funds: Building Repairs	\$20,000		
Pharmacy Accounts	<u>91,600</u>		
		Total	<u>\$111,600.00</u>

The board had previously selected Engineering Associates as the engineer on this project. Compensation has been established at a maximum of \$11,250, which is 10 percent of the total project budget or 13.1 percent of the estimated construction cost of \$86,000.

The Board Office requested that the university indicate the reasons for what appeared to be a rate slightly in excess of the average for a project of this type.

The university requested board ratification of awards for architectural/engineering services on the following projects:

Hawkeye Arena

Ratify selection of Shoemaker & Haaland, Cedar Rapids, Iowa, to provide a topographic survey of the arena site on an hourly rate basis at a maximum cost of \$3,000. These services were not included in the preliminary contract with Caudill Rowlett Scott

Cardiovascular Teaching Area Remodeling

Ratify selection of R. Neumann Associates, Iowa City, Iowa, to provide architectural services including final design and site survey services on this project on an hourly rate basis with a maximum fee of \$2,000. The board has not as yet approved this project.

Internal Medicine Faculty Offices

Ratify selection of R. Neumann Associates, Iowa City, Iowa, to provide final design services and site survey services on an hourly rate basis with a maximum fee of \$6,000.

Both this project and the prior project involve renovations in the North Tower, 4th floor, east end and the board has not approved any project to date.



Obstetrics and Gynecology Utility Rooms and Teaching Support Functions Remodeling

Ratify selection of R. Neumann and Associates, Iowa City, Iowa, to provide final design services and site survey services on an hourly rate basis at a maximum cost of \$5,000.

Obstetrics and Gynecology Antepartum Monitoring Room

Ratify selection of R. Neumann Associates, Iowa City, Iowa, to provide final design and site survey services on an hourly rate basis at a maximum cost of \$6,000.

The Board Office reported the above two projects are interrelated and no project budgets have been approved to date.

Low Pressure Steam Line Connection

Ratify additional engineering services with Stanley Consultants, Inc., Muscatine, Iowa, to provide project quality control during the construction of this project on an hourly rate basis at a regulated maximum of \$10,000. The board in December, 1978 had ratified selection of this firm for engineering services. Contract award occurred in April, 1979. This is a \$172,500 project funded from Hospital Revenue Bond proceeds.

Zoology II -- Fume Hood Ventilation System

Ratify selection of Environmental Engineers, Inc., Des Moines, Iowa, to provide a preliminary study on an hourly rate basis at a maximum cost of \$6,000. The university has not brought forward a preliminary budget to date for the project.

Undergraduate Academic Counseling Center -- Burge Residence Hall

Ratify selection of Hansen, Lind, Meyer, P.C., Iowa City, Iowa, to provide additional engineering services which include contract administration and project quality control during the construction of this project on an hourly rate basis at a maximum cost of \$3,000. The board in April ratified selection of this firm to provide final design services on an hourly rate basis not to exceed \$10,500 plus reimbursable expenses. The contract award in the amount of \$74,200 occurred at the June board meeting.

Third Floor West Internal Medicine Remodeling Five-Bed Patient Unit

Ratify selection of Hansen, Lind, Meyer, Iowa City, Iowa, to provide final design services on this project on an hourly rate basis at a maximum cost of \$10,500. The board has not approved a project budget to date.

University Hospitals -- Bone Marrow Laboratory

Ratify selection of Hansen, Lind, Meyer, Iowa City, Iowa, to provide final design services on an hourly rate basis at a maximum cost of \$3,000. The board in March approved a \$43,800 project funded from University Hospitals Building Usage Fund. If this is the same project, then compensation is approximately 6.8% of the total cost.

Anesthesia Offices Remodeling

Ratify selection of Robert Burns & Associates, Riverside, Iowa, to provide final design and site survey services at a fixed sum of \$2,700 plus a not-to-exceed amount of \$50 for reimbursable expenses. The board has not approved a project budget to date.

Handicapped Accessibility Program -- Elevator Replacement in Six Buildings

Ratify selection of The Durrant Group, Inc., Dubuque, Iowa, to provide additional engineering services consisting of the establishment of a preliminary budget with project description, on the basis of a multiple of direct personnel expense with a maximum cost of \$10,500. The board in June approved this firm to provide a preliminary study to establish a project design framework at a maximum cost of \$6,500.

Oakdale Campus -- Electric Distribution System Study

Ratify selection of Stanley Consultants, Inc., Muscatine, Iowa, to provide a preliminary study on an hourly rate basis at a maximum cost of \$8,000. No project budget has been presented to date.

Computer Room Remodeling -- Room 114, Medical Research Center

Ratify selection of Engineering Associates, Cedar Rapids, Iowa, to provide a preliminary study on an hourly rate basis at a maximum cost of \$1,000. No project budget has been provided to date.

Emergency Power to Nine Pathology Labs -- Medical Research Center

Ratify selection of Engineering Associates, Cedar Rapids, Iowa, to provide a preliminary study on an hourly rate basis at a maximum cost of \$2,600. No budget has been approved to date.

Power Plant -- Coal Elevator Replacement

Ratify selection of Stanley Consultants, Inc., Muscatine, Iowa, to provide full engineering services on this project on an hourly rate basis at a maximum cost of \$17,300. The university received capital appropriations for this project in the 1979 Session in the amount of \$153,000. The university has not brought forward any detailed project budget to date. Compensation, however, on the basis of the appropriated amount is 11.3% of \$153,000.

West Coal Silo Replacement -- Power Plant

Ratify selection of Stanley Consultants, Inc., Muscatine, Iowa, to provide full design services on this project on an hourly rate basis at a maximum cost of \$15,000. Like the previous project, the legislature appropriated \$133,000 in the 1979 Session. There has been no formal project budget presented to the board to date. If the rate is taken against the appropriated amount, then compensation is 11.3% of \$133,000.

The Board Office requested the university indicate on both of these rates for the power plant projects whether review had been done on what appeared to be rates slightly in excess of the normal structure.

In response to this and two previous instances on this register where the Board Office indicated concern over architectural/engineering rates, Vice President Bezanson explained he had checked into the rates and found that the projects involved were either small in nature or the amount of engineering was very complex. He added that timing was also a factor.

President Petersen asked if this were true on the Burn Center Waiting Room project and Vice President Bezanson answered yes. He explained it was a complex project involving renovation of two small rooms being converted in

a radical way to a different kind of space. He added that, generally, small projects generate higher rates than can be received on larger projects. In response to a further question from President Petersen, Vice President Bezanson reported he was satisfied with the rates in question after completing his examination.

Regent Bailey indicated his support to the comments made in that the board needed to be watching for possible overcharges on the architectural and engineering contracts and Vice President Bezanson stated the university was now in the process of reviewing the selection process for architects and engineers.

Mr. Richey explained this entire matter will become an interinstitutional issue. He added that Mr. McMurray has been working with the Department of Transportation and the Department of General Services on the overall situation on consultants.

The board was requested to approve actions on two special architectural matters:

University Hospitals--South Pavilion--Phase A

The Board Office reported that at the July meeting, the board authorized the university to negotiate for architectural services on this project. The architectural selection committee has completed its process of searching for an architectural firm, after interviewing three firms out of the ten expressing interest in the project. By unanimous decision, the selection committee recommended the firm of Hansen, Lind, Meyer, Iowa City, Iowa, to provide architectural services on the project.

The Board Office noted a recommendation on the award of this architectural contract would be made at the board meeting, because terms were not available prior to that time.

Mr. McMurray stated that the Board Office had now reviewed the contract, which is in the standard agreement form. He added the compensation calculates to 4.24 percent of the total budget and 4.77 percent for basic services of the construction budget, which appears to be reasonable. After review, it was recommended the board approve this architectural contract with Hansen, Lind, Meyer for the South Pavilion--Phase A project.

Law, Communications and Performing Arts--Planning Funds

Discussion of this item on the register can be found on pages 106-109 in the minutes for this month.

MOTION:

Mr. Brownlee moved the board approve the Register of Capital Improvement Business Transactions for September 1979; ratify awards of construction contracts made by the executive secretary; approve the revised project budgets; approve the new projects; ratify awards

for architectural/engineering services on the projects listed above; approve the architectural contract with Hansen, Lind, Meyer, Iowa City, Iowa, on the South Pavilion--Phase A project; and authorize the executive secretary to sign all necessary documents. The motion was seconded by Mr. Bailey and it passed unanimously.

LEASE WITH MERCY HOSPITAL, DAVENPORT, IOWA. Approval of a new lease with Mercy Hospital in Davenport, Iowa, was requested by the University of Iowa. The proposed lease will be for three rooms in the hospital totaling 500 square feet at a monthly rental rate of \$83.34 and the space will be used by a pediatric nurse practitioner and a secretary employed by the State Services for Crippled Children. The existing program, which is being expanded, delivers specialized child health care service in the Davenport area.

Terms of the lease were reported as follows: Either party may cancel with a 30-day notice; the landlord will provide water, heat, electricity, parking and air conditioning.

The Board Office reported this lease is essentially at cost to the hospital, which welcomes the additional service being offered through university auspices at the hospital site, and recommended board approval.

MOTION:

Dr. Harris moved the board approve the lease with Mercy Hospital, Davenport, Iowa, as stated above, and Mr. Shaw seconded the motion. Upon a roll call, the following voted:

AYE: Bailey, Belin, Brownlee, Harris, Jorgensen, Neu, Shaw, Wenstrand, Petersen.

NAY: None.

ABSENT: None.

The motion 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 Iowa. There were none.

## IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Thursday, September 13, 1979.

### PRESENTATION OF SCHEMATIC PLANS FOR LIBRARY PHASE I AND PHASE II PROJECTS.

The board convened at 1:15 p.m. in the Indiana Room in the Memorial Union to hear the presentation of the schematic plans for the Library Phase I and Phase II projects. Present for the discussion from Iowa State University were Warren B. Kuhn, Director and Dean of Library Services; Paul M. Gherman, Assistant Director for Administrative Services--Library; and Everett D. Swagert, University Architect.

President Parks introduced Charles Herbert of Charles Herbert & Associates, Architects, Des Moines, Iowa, who began the discussion by giving a slide presentation of the schematic plans, prepared for a project to be financed and constructed in two phases. Following is the descriptive information given to the board in the material handed out during the presentation:

"Phase I construction will provide the proposed addition to the Library; Phase II which has not yet been funded will allow for the future remodeling of the existing building to conform with applicable building codes and meet current standards for energy consumption and climate control. It will also develop a consistent interior architectural quality for the entire facility. The program seeks to obtain a maximum of new space within the limitations of the proposed budget, while requiring in Phase I a minimum of associated work in the existing building.

"The Library is centrally located within a ring of academic buildings. The proposed entrance to the complex has been planned to take advantage of campus green spaces and major pedestrianways to the south and east. Vehicular access and service will be accommodated on the west by drives that serve an existing parking area, the east portion of which will be the site of the addition.

"The entrance level housing public service functions, three upper floors and an in-grade level will extend existing and/or proposed functional elements in direct proportion to program requirements. Major horizontal and vertical circulation will more efficiently and aesthetically connect the parts. Particular emphasis is directed toward experiencing the historically significant central stair and rotunda of the original (circa 1925) library. These spaces, featuring Grant Wood murals and sculpture by Christian Petersen, are incorporated in proposed traffic patterns, as are portions of the traditional facade that become interior light court wall surfaces.

"Exterior facing material will be limestone as used on the original building, Beardshear, Marston, MacKay and Curtiss Halls. Curtainwall glazing will be either reflective or clear insulating glass. Paved surfaces will be of concrete.

"Removal of temporary buildings E and F west of Beardshear will extend the resultant green space from Alumni Hall on the south to the proposed facade of the library on the north. Converging sidewalks will terminate in a plaza

at ground level. Steps and ramps will ascend under protection of the building to the walkway serving the entrance. All existing overstory trees in the vicinity will be preserved."

During discussion about the glass facade windows to be used to connect the new and the old structure, several questions were asked of Mr. Herbert. Mr. Richey indicated the state has had a few problems with water leakage in those kinds of glass enclosures and wondered about potential problems with this design. Mr. Herbert stated they have not had any problems before and have been very impressed with the lack of problems.

Regent Bailey asked about possible loss of heat through the windows. Mr. Herbert stated that with the double glazing of these windows and the reflective quality that about 75 percent of the outside elements could be cut out. President Petersen then questioned whether there had been an energy review on the design with respect to conservation. Mr. Herbert responded that there had definitely been a great deal of importance placed in designing an energy efficient plan. He explained that in the construction industry today walls, roofs and floors are insulated three and four times more than has been the practice a few years ago.

In response to a question about handicapped accessibility to the building, Mr. Herbert restated that there were major ramps at both the east and west entrances into the new addition.

Mr. Richey asked whether the library would be limiting itself to a particular brand of library shelving with this design and both Mr. Herbert and Dean Kuhn indicated that would not be the case.

In response to a question from Mr. McMurray as to possible future additions to the library, should that need arise, Mr. Herbert stated that two structural bays could be added to the west and north of the existing structure and would work very well with this proposed building addition. President Petersen asked whether this plan would be the solution for Iowa State University until around the year 2000. Dean Kuhn responded that the library can certainly utilize what it is getting with this dollar amount and that due to increased technology and compact storage capabilities, maximum efficiency can be provided.

In summary, Mr. Herbert concluded that this design would enable sensible and effective use of space and that it would solve circulation problems that had never heretofore been faced. He added it would be the technical service operation elements of the library, which are now inefficient, that would be moving into the new area.

President Parks stated he had been following these planning stages with great interest and was highly pleased with the results. He suggested that the addition of this new wing had forced everyone to reevaluate the library and that it might produce a more efficient and usable space overall.

**MOTION:**

Mrs. Belin moved the board approve the schematic design plans, as presented, subject to the appropriate review by the building code section in the Office for Planning and Programming. Dr. Harris seconded the motion and it passed unanimously.

The following business pertaining to Iowa State University was transacted on Friday, September 14, 1979.

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

OTHER PERSONNEL TRANSACTIONS. The following appointment was presented by Iowa State University for approval by the board:

Appointment

Robert C. Fellingner, Professor and Acting Chair of Mechanical Engineering, effective August 1, 1979, through May 31, 1980. Professor Fellingner will serve as acting chair during the period that Dr. Arthur E. Bergles is on faculty improvement leave.

MOTION:

Mr. Bailey moved the board approve the appointment of Robert C. Fellingner, as indicated above. Dr. Harris seconded the motion and it passed unanimously.

PROPOSAL TO DESIGNATE ALL EXISTING UNDERGRADUATE PROGRAMS IN THE COLLEGE OF HOME ECONOMICS AS "CURRICULA." The board was requested to refer to the Interinstitutional Committee for Educational Coordination and the Board Office for review the proposal from Iowa State University to designate all existing undergraduate programs in the College of Home Economics as "curricula."

The university stated that at the present time the College of Home Economics offers a variety of undergraduate programs under several different designations, i.e., "curriculum," "major," "option," and a lack of consistency in the designations of these programs has led to some confusion among students and prospective students as to the nature of the programs. The college believes this can best be corrected by designating all of its undergraduate programs as "curricula."

Mr. Richey explained this referral was requested in order to receive clarification from the other institutions.

MOTION:

Mr. Bailey moved the board approve the referral, as stated above. Dr. Harris seconded the motion and it passed unanimously.

ANNUAL REPORT OF RESIGNATIONS. The board was requested to accept the annual report of resignations from Iowa State University for the period of July 1, 1978, through June 30, 1979. The Board Office offered the following points in presentation of the report:

During this period, 50 faculty members resigned from Iowa State University -- 36 were assistant professors; 6 were associate professors; and 8 were professors. The total of 50 resignations this year compared with 60 last year

It was reported that several departments were hard hit in terms of resignations -- the Department of Industrial Administration lost 6 faculty members; the Department of Physical Education lost 5 faculty members; and the College of Veterinary Medicine lost 4 faculty members. Regent Bailey inquired as to whether this was due to some departments being able to get better people in some fields, and Vice President Christensen responded affirmatively. President Parks added that there is a great market in some areas and not in others; veterinary medicine and engineering are very tough. Regent Shaw indicated that industrial administration at the University of Northern Iowa is the same way.

The Board Office reported that there seems to be a noticeable trend in all three ranks over the last three years. The resignations of assistant professors have gone up sharply from 49 percent of the total resignations in 1976-1977 to 72 percent in 1978-1979. It was further noted that there was a corresponding marked decrease in the resignations of associate professors from 31 percent in 1976-1977 to 12 percent this year. There has also been a slight decrease in the percentage of resignations among full professors from 20 percent in 1976-1977 to 16 percent in 1978-1979.

The Board Office questioned the reasons for the apparent trend of the sharp increase in resignations among assistant professors at Iowa State University and, also, at the University of Northern Iowa. President Kamerick responded that in addition to a number of things, this is when the tenure decisions are made and the trend is to resign a position instead of not getting tenure.

In absence of objections, President Petersen accepted the report for the board.

RESOLUTION FOR PUBLIC HEARING. The board was requested to adopt a resolution providing for a notice of hearing on proposed plans, specifications and form of contract for Utilities--Electrostatic Precipitator Additions--Induced Draft Fans on the campus of Iowa State University and for a notice to contractors of bidding thereon.

The Board Office reported that this project is funded from academic revenue bond proceeds and the board is required to hold a public hearing in such instances, as set forth in the Procedural Guide.

President Petersen stated that the public hearing on this project will be held on Thursday, October 18, 1979, at 2:00 p.m., Central Daylight Savings Time, at the Iowa School for the Deaf, Council Bluffs, Iowa.

MOTION:

Mr. Bailey moved the board approve a resolution providing for a notice of hearing on proposed plans, specifications, and form of contract for Utilities--Electrostatic Precipitator Additions--Induced Draft Fans project on the campus of Iowa State University and for a notice to contractors of bidding thereon. Mr. Wenstrand seconded the motion and on roll call the following voted:



AYE: Bailey, Belin, Brownlee, Harris,  
Jorgensen, Neu, Shaw, Wenstrand,  
Petersen.  
NAY: None.  
ABSENT: None.  
The motion carried.

RESOLUTION FOR PUBLIC HEARING. The board was requested to adopt a resolution providing for a notice of hearing on proposed plans, specifications, and form of contract for Utilities--Steam Tunnel Improvements--Lighting project on the campus of Iowa State University and for a notice to contractors of bidding thereon.

President Petersen reported that the public hearing on this project will be held on Thursday, October 18, 1979, at 2:00 p.m., Central Daylight Savings Time, at the Iowa School for the Deaf, Council Bluffs, Iowa.

MOTION:

Mr. Bailey moved the board approve a resolution providing for a notice of hearing on proposed plans, specifications, and form of contract for Utilities--Steam Tunnel Improvements--Lighting project on the campus of Iowa State University and for a notice to contractors of bidding thereon. Mr. Wenstrand seconded the motion and on roll call the following voted:

AYE: Bailey, Belin, Brownlee, Harris,  
Jorgensen, Neu, Shaw, Wenstrand,  
Petersen.  
NAY: None.  
ABSENT: None.  
The motion carried.

REPORT ON HEATING PLANT FIRE--JULY 2, 1979. The board was requested to receive the updated report on actions which have occurred since the July board meeting on the heating plant fire which occurred on July 2, 1979.

The university reported that the repair of the damage to the structural and electrical systems in the building has been progressing satisfactorily since the last report to the board in July and it is anticipated that most of this work will be completed by November 1. The damage to the structure appears to be no more extensive than originally reported. The Board Office stated a project budget for all damages assessed to date totals \$404,100, of which \$150,000 has been approved by the Executive Council; leaving a shortfall of \$254,100. These figures do not include costs of repair or replacement of the turbine generator itself.

Since the university reported that inspection of the turbine generator cannot commence until November 1, no estimate of the cost of repair will be ready until the December board meeting. The Board Office indicated that this situation would bear upon the board's consideration of its capital request scheduled to take place at the October board meeting and there

would be a recommendation on this whole matter at that time. Assistant Vice President Madden indicated that the university has some concern about the timing on this. He stated that the repairs are underway and there can be no estimate of turbine damage before the December board meeting.

President Petersen indicated the board was aware of this and that it will be going to the legislature as a casualty loss, but the amount will not be known right away. Assistant Vice President Madden suggested that no final decision has been made to go to the legislature; however, Mr. Richey stated that this would definitely be a legislative issue.

The Board Office also reported that two agreements for engineering services had been negotiated by the university -- the first of which is with Brown Engineering Company for repair of damages resulting from the fire; the second with Stanley Consultants, who (upon the advice of the Iowa Attorney General's Office) was selected to investigate the circumstances surrounding the loss. In addition, the university noted that it was considering the possibility of retaining Stanley Consultants to inspect the entire heating plant for potential fire and operating hazards, upon completion of their work on the investigation. The Board Office stated this action would be in line with the board's directive at the July meeting that the university retain the services of an outside consultant to thoroughly investigate the circumstances surrounding the fire, as well as any factors in operations or maintenance of the plant which might be corrected to avoid future casualty losses.

In absence of objections, President Petersen received the report for the board.

EASEMENTS TO THE CITY OF AMES--13TH STREET EXTENSION. The board was requested to act on the following:

1. Rescind action taken at the July 18, 1979, board meeting, which approved Gas Main Easement 79-10 to Iowa Electric Light and Power Company;
2. Approve an assignment of rights by the city of Ames to Iowa Electric Light and Power Company for the relocation of a high pressure gas main within the easements 79-5 and 79-11, which were approved at the July 1979 board meeting.

The Board Office recounted that at the July meeting, the board approved a series of easements to the city of Ames, which are part of the 13th Street Extension project. All easements were then approved by the Executive Council.

It was reported that the Executive Council was not requested to approve an easement granted by the board at the July meeting to Iowa Electric Light and Power Company for relocation of a gas main on the 13th Street Extension project because, as the university pointed out, the gas company objected to a clause in that easement relative to relocation of facilities. Rather than changing this clause, the university determined that the city could relocate the gas main on existing city-controlled property and this can be done by assigning the rights of the city of Ames to Iowa Electric Light and Power Company in easements 79-5 and 79-11.

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During discussion on whether or not these assignments would have to go to the Executive Council for its approval, Mr. Richey indicated the board could approve the assignment and it could be researched later to see if Executive Council approval is necessary.

## MOTION:

Mr. Bailey moved the board rescind its action taken at the July 18, 1979, meeting, which approved Gas Main Easement 79-10 to Iowa Electric Light and Power Company; and approve an assignment of rights by the city of Ames to Iowa Electric Light and Power Company for the relocation of a high pressure gas main within the easements 79-5 and 79-11. Dr. Harris seconded the motion and on roll call, the following voted:

AYE: Bailey, Belin, Brownlee, Harris,  
Jorgensen, Neu, Shaw, Wenstrand,  
Petersen.

NAY: None.

ABSENT: None.

The motion carried.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that the final register for the period of July 19 through September 14, 1979, had been received, was in order and was recommended for approval, with the following notations:

1. Hear a presentation on schematic plans for Phase I and Phase II Library projects at 1:15 p.m., Thursday, September 13, in the Indiana Room in the Memorial Union. (Discussion on this portion of the register is found elsewhere in these minutes on pages 120-121.)
2. Reject single bid received on July 17 for Curtiss Hall--Roof Replacement and direct that the project proceed through negotiation for a contract, with any contract negotiated referred to the executive secretary for action.
3. Approve the rest of the register, subject to Board Office review of two engineering contracts, as detailed later in these minutes under the consultant contract's section.

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

Razing and Disposal Projects--1979--Veterinary Physiology Research Lab;  
Building P; Building J; Shattuck Theater

Award to: Hoffmann Construction Co., Inc., Ames, Iowa \$33,155.00

The university also submitted a project budget for this portion of the razing and disposal project totaling \$49,400 funded by Overhead Reimbursement for Use of Facilities. The board had previously approved this project at its January 1979 meeting and at that time the university indicated that the initial project budget on razing and disposal would be reported following the taking of bids.

Communications Building--Interior Painting

Award to: Swanson and Youngdale, Inc., Des Moines, Iowa \$34,771.00

The university also submitted a detailed project budget on this overall \$45,500 project funded from WOI-TV Revenue.

Morrill Hall--Roof Replacement

Award to: Wood Roofing and Sheet Metal, Inc., Des Moines, Iowa \$36,450.00  
(single bid received)

In awarding the contract, the executive secretary noted the lack of bidding competition. The university pointed out that its check with prospective bidders found that most roofing contractors had a backlog of work and there were also several firms that took out plans and specifications, but could not get a performance bond. Further, the irregularity was waived that the contract could not be awarded without a slight increase in the approved project budget, because there was no August board meeting and because the project needed to proceed on an urgent basis to eliminate water damage to the interior.

The university also submitted for board approval a revised project budget totaling \$50,000 funded from Building Repairs, which compared to the original budget of \$35,000. The increase in budget was due to a slight increase necessary to award the contract and to a change order issued for \$10,600.

The university reported that the single bidder submitted along with their bid an unsolicited proposal of \$10,600 for the replacement of existing gutters and fascia. The university reviewed this proposal and found that it covered work that really should have been included in the scope of the project in the beginning and which needed to be done in conjunction with the reroofing. The university also found the price to be fair for the amount of labor and materials included. Therefore, the change order has been issued and was reflected, as noted, in the revised budget.

The board was requested to reject the single bid received on the Curtiss Hall--Roof Replacement project and authorize the university to proceed with the project by negotiation. It was reported that the bid received on July 17 was for \$116,399; while the estimated cost of the project had been \$100,000 funded by Building Repairs.

In making the request, the university noted that it felt considerable dollars could be saved by negotiating the work with contractors who may be looking for work, but who were not aware of this project. If the university is unable to achieve a cost reduction by negotiation, it was reported the project will be rebid at a later date.

The university also submitted an updated budget on the Heating Plant Fire, which occurred on July 2, 1979. The budget presented showed that estimated costs for repairs to the heating plant, excluding any work on the turbine generator itself, now is estimated at \$404,100. (See pages 124-125 in these minutes for further information and discussion on this matter.)

The university submitted a final report on the project, Fisher Theatre--Freight Elevator. This project cost \$32,818.66 and was funded by a grant by the Iowa State University Foundation.

The following new project budgets and descriptions were presented for action:

State Gym--Upper Track Resurfacing

Source of Funds: Building Repairs \$30,000.00

Engineering Annex--Remodel Second Floor

Source of Funds: Building Repairs \$330,000.00

Beef Nutrition Farm--Office and Laboratory Reconstruction

Source of Funds: Executive Council Resolution \$66,440.00

On this project, it was reported the Executive Council had approved a maximum expenditure of \$80,688 on a casualty loss which occurred February 16, 1979.

The board was requested to approve the following consultant contracts, subject to Board Office review of two of them. Mr. McMurray stated these two contracts had still not been received by the Board Office and asked to reserve the right to review them.

Energy Conservation Program--Phase I

As part of the utilization of \$1,740,000 allocated to Iowa State University by the board in the Phase I appropriation for energy management, the board was requested to approve a contract with Brooks, Borg & Skiles, Des Moines, Iowa, as primary energy consultant on this matter, to provide detailed energy audits and retrofitting of selected buildings and to investigate central control issues. Compensation will be on a fixed-fee basis of \$76,000. It was indicated that this was one of the two contracts which the Board Office wanted to reserve the right to review.

A second contract was recommended with Brown Engineering Company, Des Moines, Iowa, to undertake a study on the potential energy conservation program which should be undertaken at the heating plant. This contract will be on an hourly rate basis at a maximum cost of \$7,000.

Heating Plant Fire--July 2, 1979

The first of two contracts recommended on this matter was with Stanley Consultants, Inc., Muscatine, Iowa. This firm was recommended by the Attorney General's Office to act as consultant and conduct an investigation into this fire. Services required will include examination of the damage, determination of probable cause of the fire and preparation of a report of its findings. Compensation will be on an hourly rate basis with a maximum fee of \$7,000.

The second contract on this matter (subject to review by the Board Office) was with Brown Engineering Company, Des Moines, Iowa, and will involve engineering services associated with the repair of the damage. Services will be performed on the basis of hourly rates at a maximum cost of \$50,000.

MOTION:

Mrs. Belin moved the board approve the Register of Capital Improvement Business Transactions for the period July 19 through September 14, 1979; ratify awards of construction contracts; reject the single bid received on the project, Curtiss Hall--Roof Replacement; approve the revised and updated project budgets; approve the final report; approve the new

projects; and approve and ratify the consultant contracts listed above, subject to Board Office review, as requested; and authorize the executive secretary to sign all necessary documents. Mr. Shaw seconded the motion and it passed unanimously.

IOWA STATE UNIVERSITY DAIRY FARM--MATERNITY BARN--FIRE DAMAGE. The board was presented a supplemental item in the form of an informational report on fire damage to the maternity barn on the university's dairy farm located immediately south of the campus. The fire started at about noon on September 5, 1979, and was concentrated in the loft and roof. The university stated the cause of the fire has not been fully-determined, but a possible cause may be from dust accumulation in a light fixture.

As a result of this fire, the roof and loft floor received extensive damage, and there was some damage to stringers and sills. The hay, shavings and straw in the loft were completely destroyed and some equipment on the ground level needs cleanup and possible repair resulting from ashes and water. No livestock was lost and the walls of the brick construction do not appear to be damaged.

The university expressed an initial estimate of the damage in the amount of \$89,000, and as soon as this estimate has been more firmly established, the university will file a claim with the Board Office for submission to the Executive Council.

In absence of objections, 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 Iowa State University. There were none.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Friday, September 14, 1979.

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

OTHER PERSONNEL TRANSACTIONS. The following change of status was presented for board approval:

Change of Status

Dr. Robert J. Waller, from Professor of Management to Professor of Management and Director of School of Business, with tenure, effective August 27, 1979. Salary \$39,000.

Vice President Martin indicated the university was pleased to recommend this appointment to the board.

MOTION:

Mrs. Belin moved the board approve the change of status of Dr. Robert J. Waller, as indicated above. Mr. Wenstrand seconded the motion and it passed unanimously.

ANNUAL REPORT OF RESIGNATIONS. The board was requested to accept the annual report of resignations at the University of Northern Iowa for the period of July 1, 1978, through June 30, 1979. The Board Office offered the following points in presentation of the report:

During this reporting period, 30 faculty members resigned from the University of Northern Iowa -- 6 were instructors; 19 were assistant professors; 4 were associate professors and one was a full professor. This year's total of 30 resignations compares to 23 last year and 33 the preceding year.

The Board Office reported the major change that seems to have occurred in the resignation pattern at the University of Northern Iowa over the last three years is that a significantly greater number and percentage of faculty from the university are accepting positions at other universities. In looking at the resignations by rank over the last three years, it was reported there seems to be an increase in the number of assistant professors who are resigning. On the other hand, the number of full professors who are leaving has steadily declined, and the instructor and associate professor ranks seem to be fluctuating over these last three years with no discernible trend up or down.

In absence of objections, President Petersen accepted the report for the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that only the preliminary register for the period July 2 to August 31, 1979, had been received and that final recommendation on the register would be made at the board meeting following receipt of information on the bid opening for the turbine generator.

The following construction contract awarded by the executive secretary was recommended for ratification:

West Campus Playfield -- Driving Range  
Award to: Assink Brothers, Inc., Cedar Falls, Iowa \$43,229.30

Mr. McMurray stated that a recommendation had been received on the following construction project which was bid on August 21:

Turbine Generator--Plant No. 2--7500 KW--Division I--Turbine Generator and Auxiliaries  
Award recommended to: Elliott Company, Jeannette, Pa. \$1,614,000.00  
(3 bids received)

At the meeting, the university provided bid tabulation sheets and Brown Engineering's recommendation of award dated August 31, 1979. It was noted that each of the three bidders had taken significant exceptions to the plans, specifications and general conditions. Because of the volume of proposal materials that required reviewing to insure the proposals met specifications, the university stated that only the low bidders proposal was analyzed completely. All bids were analyzed in sufficient detail to establish the low evaluated bid and recommendation from Brown Engineering Company.

The method of determining the lowest evaluated bid was explained in the attachment to the materials provided from Brown Engineering Company. Mr. McMurray stated that the Board Office had reviewed the material presented and had determined that the method of evaluation was fair and equitable and recommended award, as stated above. The capital register was also recommended for approval.

The university went on to note that after establishing Elliott Company as the low bidder, the university met with Elliott Company to negotiate out all commercial exceptions that would be unacceptable to the Board of Regents and technical clarifications required to satisfy Brown Engineering. It was reported that the minimum exceptions now taken to the technical specifications and the general conditions were satisfactory to Brown Engineering and the university and should be agreeable to the Board of Regents. It was stated that the negotiations with the Elliott Company and the subsequent reduction in the number of exceptions taken to the original plans and specifications would have been required with the low bidder, regardless of who the low bidder was. The Elliott Company not only was the low evaluated bidder, but also took the fewest exceptions to the original specifications. In addition, the Elliott Company bid did not include any bidding irregularities.



The university submitted a revised budget for the following project:

Seerley Hall -- Convert Lecture Area into Offices

The university requested approval of a \$2,000 increase in the budget, originally approved at the May board meeting, because bids taken on competitive purchase orders indicated that there was an underestimation of the cost of the project.

The Board Office reported that the the university submitted final reports on the following projects: Building Modifications for Handicapped Accessibility (FY 1976-77); A & I Building--Remodel Rooms 225 and 227 for Personnel Services; Women's Tennis Courts--Rehabilitate Ten Courts; Physical Education--Women's Softball Field; Library--Phase II; and Gilchrist Hall Remodeling--Business Offices and Data Processing Offices.

The board was requested to ratify/approve the following consultant contracts:

Handicapped Accessibility Program

The board allocated \$920,000 to the university at its June meeting. At its July meeting, the board approved a project budget and description and the university requested authority to negotiate an architectural contract for consultant services on these handicapped accessibility improvements.

The Board Office reported that two contracts for architectural services have been negotiated--both with Stenson, Warm, Grimes and Port, Waterloo, Iowa. The first agreement is in the standard form and includes all handicapped accessibility improvements, excluding elevators. Compensation is on an hourly rate basis with a total compensation maximum of \$17,000 for basic services and \$500 for reimbursable expenses. This basic services' rate translates to 9.4% of the estimated construction cost of \$180,580 and while this is somewhat higher than normal, the Board Office listed these reasons:

1. This is an hourly rate contract;
2. The project is in reality 14 small projects with separate solutions to each problem in each project; and
3. The cost of this portion of the project is reflected in somewhat lower rates than normal on the second architect's contract on the elevator portion of this project.

The second contract presented for board approval with Stenson, Warm, Grimes and Port was for the elevator portion of the Handicapped Accessibility Improvements project. Compensation shall be on an hourly rate basis with a maximum allowable cost of \$36,750, which will include reimbursable expenses. This was reported to amount to 6.27% of the estimated \$586,183 construction cost and would involve installation of eight new elevators in seven buildings and modifications of elevators in two buildings.

Energy Management Program

At its June meeting, the board approved a request from the university to negotiate for engineering services on its energy management program. The University of Northern Iowa's share of the initial capital appropriation is \$325,000 for design and acquisition of a central control computer and \$870,000 for connection of that system to selected buildings and retrofitting selected buildings.

The Board Office reported that the university then invited proposals from known consultants interested in this type of work and sent particulars to the Consulting Engineers' Council of Iowa. Descriptive and qualifying data was received from seven firms and three firms were selected for interviews. Those three firms were interviewed by the Architectural Selection Committee, supplemented by representatives from the university's engineering office and a representative of the University of Iowa's energy conservation organization.

It was requested that the board approve the selection committee's unanimous recommendation of The Durrant Engineers, Inc., Madison, Wisconsin. Compensation for Phase I will be a fixed fee of \$40,000. The project description will involve a study of seven buildings totaling 619,155 gross square feet and each building will undergo a detailed energy audit, from which recommendations will be made on energy conservation and cost reduction programs to be undertaken in each building.

The Board Office indicated that this Phase I portion of the project will be completed by January 1, 1980, and that future architectural agreements with The Durrant Group appear to be a design contract for work identified through the energy audits completed in Phase I and a study of the type of central computer capabilities, which the university should install for energy management. The Board Office and the university indicated that The Durrant Group will act as consultant on the energy management program in all phases for the university and that those contracts will be before the board at subsequent meetings.

Compensation for Additional Engineering Services

The university requested board approval to reimburse Brown Engineering Company, Des Moines, Iowa, \$8,360.42 for required additional services on the coal-fired boiler project. It was indicated that over the past two years, the firm has provided engineering assistance to the university on a number of items which were not included in their contract on the coal-fired boiler, the majority of which is for work provided in furnishing information to the Environmental Protection Agency on this boiler. The university stated that payments have been earned and were not covered in the original agreement.

MOTION:

Mrs. Belin moved the board approve the Register of Capital Business Transactions for the period July 2 to August 31, 1979; ratify award of the construction contract made by the board's executive secretary; approve the construction contract recommended for award; approve the revised project budget; approve the final reports; ratify award of architectural contract with Stenson, Warm, Grimes and Port, Waterloo, Iowa, for Handicapped Accessibility Improvement project, excluding elevators; approve the award of architectural contract with Stenson, Warm, Grimes and Port, Waterloo, Iowa, for the elevator portion of the Handicapped Accessibility Improvements project; approve additional compensation for engineering services on the coal-fired boiler project to Brown Engineering Company, Des Moines, Iowa; and authorize the executive secretary to sign all necessary documents. Mrs. Jorgensen seconded the motion and it passed unanimously.

LEASE OF PROPERTY. The board was requested to approve a lease between the University of Northern Iowa and P. S. and Eleanor Erickson, Cedar Falls, Iowa, for property known as the Erickson Garage located on the southwest corner of Hudson Road and 27th Street in Cedar Falls, Iowa.

In 1969, the board approved a lease of property from the Ericksons. The lease ran for ten years and will terminate on September 30, 1979. The rental rate was fixed for the ten-year period at \$9,000 per year. In addition, the agreement provided that the lessee shall be responsible for taxes, if any, fire insurance and maintenance costs, and provided for a purchase option for the board and the university at any time during the lease on the same terms and at the same price as any bona fide offer for said premises which would be received and acceptable to the Ericksons.

The Board Office stated that the new lease agreement contains virtually identical provisions to those contained in the prior agreement with the exception that the annual payment is increased from \$9,000 to \$14,400 annually. Again, the rate is fixed for the ten-year lease period. The only other significant change is that the new lease contains the provision that on the fifth or any subsequent anniversary date of the lease, either party shall have an option to cancel by giving one year's notice to the other party.

It was reported that the facility is utilized by the Safety Education Program, which educates approximately 125 to 150 driver and traffic education teachers each calendar year. The Erickson Garage itself contains 6,373 gross square feet, of which about half is in academic office and teaching space, while the other half is in a garage space utilized in conjunction with the driver training program.

The university noted that there have been discussions with Mr. Erickson on the sale of the property, but that he has indicated flatly that he did not wish to sell the property at this time. Alternative locations were investigated both on and off the campus, but no alternative location had the inherent advantages of the Erickson Garage location which is really part of the west campus.

The Board Office concluded that the property's location seems to dictate that the question of purchase, rather than lease, be under continuous review, and that a more viable alternative and one which should be investigated as part of the consideration for the ten-year building program would be construction of space by the university. However, it was stated that the economics of the situation appear to dictate that the question of constructing new space needs to be resolved well in advance of the five-year option period in the lease agreement.

The Board Office added that while costs of leasing appears economically sound for the next five years, the potential dislocation of the program after that time with one year's notice, as well as increasing maintenance and insurance costs, seems to indicate that a more permanent solution to this space need should be found. In response to this statement, Vice President Stansbury stated the university is currently studying the recommendation as part of its overall study on future space needs.

MOTION:

Dr. Harris moved the board approve the lease with P. S. and Eleanor Erickson, Cedar Falls, Iowa, for property known as the Erickson Garage. Mrs. Belin seconded the motion and on roll call vote, the following voted:

AYE: Bailey, Belin, Brownlee, Harris, Jorgensen, Neu, Shaw, Wenstrand, Petersen.

NAY: None.

ABSENT: None.

The motion carried.

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 Thursday, September 13, 1979

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

ANNUAL REPORT OF RESIGNATIONS. The board was requested to accept the Iowa School for the Deaf annual report of resignations covering the period from July 1, 1978, through June 30, 1979.

The Board Office reported that ten faculty members resigned during this period; nearly half moved to another teaching position out of state, two returned to school, and the remainder resigned for various other reasons.

In absence of objections, President Petersen accepted the report for the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that the final register for July and August 1979 had been received, was in order and was recommended for approval by the board. The register contained three items for board attention.

First, at its June meeting, the board approved a contract award and project budget for Fire Safety Deficiencies--Phase II at the school and part of the project involved installation of a standby diesel generator. The school then planned to salvage an existing diesel engine/generator, which was undersized for the needs of the school. In bidding, one of the alternates was a deduct from the base bid for salvage of this generator and those bids ranged from \$11,500 to \$12,000. This alternate was not exercised because the school felt the value of the generator was greater than stated therein and, therefore, a \$12,000 credit to the overall project cost was provided in the budget approved by the board.

The school then advertised in the Council Bluffs paper its intention to sell the generator. Sealed bids were publicly opened on August 13. A single bid was received from the Nebraska School for the Deaf, Omaha, Nebraska, in the amount of \$13,000. The school has issued a letter of award and the payment will be credited to the project account for future expenditure or reversion for this purpose.

Second, the board at its July meeting authorized the school to negotiate an architect's contract on the Vocational Building Addition and for the executive secretary to execute this agreement (if the contract was within acceptable guidelines), subject to board ratification at the September meeting. This project is funded from a 1979 capital appropriation in the amount of \$660,000 and involves construction of a 10,000 gross square addition, modifications either in

existing space or new space to make the facility totally-accessible to the handicapped and provision of necessary equipment for the new space.

The board was requested to ratify an architect's contract which had been negotiated with the firm of Wilscam-Mullins-Birge, Inc., Omaha, Nebraska, for the Vocational Building Addition project. Compensation is on an hourly rate basis with a maximum of \$48,300 for basic services, plus \$1,600 for reimbursable expenses, which translates to 7.9% of the estimated project cost.

Third, the board at its July meeting gave the same authorization relative to a contract on the Handicapped Accessibility Modifications project funded by a \$230,000 allocation from 1979 capital appropriations for handicapped purposes. An agreement was negotiated with Wilscam-Mullins-Birge, Inc., Omaha, Nebraska, with compensation on an hourly rate basis with a maximum of \$15,630 for basic services, plus \$1,800 for reimbursables. This was reported to amount to 8% of the estimated construction cost of \$195,400.

The Board Office added that the fees for both these architectural contracts were within acceptable limits for projects of this scope and diversity.

MOTION:

Mrs. Belin moved the board approve the Register of Capital Improvement Business Transactions for July and August 1979; accept the report on generator disposition; ratify awards of two architectural contracts with Wilscam-Mullins-Birge, Inc., Omaha, Nebraska, on the Vocational Building Addition project and on the Handicapped Accessibility Modifications project; and authorize the executive secretary to sign all necessary documents. Dr. Harris seconded the motion and it passed unanimously.

APPROVAL OF AGREEMENT FOR PHYSICAL THERAPY SERVICES. The board was requested to approve the contract between Iowa School for the Deaf and Leavenworth Physical Therapy Clinic, as amended, and that the superintendent be authorized to execute the agreement on behalf of the board.

The Board Office recommended approval of the contract and stated it had been reviewed and administratively approved as to form and substance with the addition of an indemnification clause to which Leavenworth agreed. It was reported that Leavenworth's comprehensive liability insurance covers their employees for medical malpractice, among other things, while on the Iowa School for the Deaf campus and has limits of \$100,000 for any one person and \$300,000 for any accident.

Superintendent Giangreco expressed his satisfaction with the continuation of this program.

MOTION:

Dr. Harris moved the board approve the contract for physical therapy services between the Iowa School for the Deaf and Leavenworth Physical Therapy Clinic, as amended, and that the superintendent be authorized to execute the agreement on behalf of the board. 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 the Iowa School for the Deaf.

ARTS FOR THE HANDICAPPED. President Petersen indicated that Superintendent Giangreco would be excused from the board meeting session on Friday, September 14, to enable him to attend the Governor's Conference on the Arts for the Handicapped sponsored by the Iowa Arts Council.

## IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Thursday, September 13, 1979.

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

ANNUAL REPORT OF RESIGNATIONS. The board was requested to accept the Iowa Braille and Sight Saving School annual report of resignations covering the period from July 1, 1978, through June 30, 1979.

The Board Office reported that three faculty members resigned during this period; two moved out of state and one accepted a position with the Department of Social Services.

In absence of objections, President Petersen accepted the report for the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported the final register for July and August 1979 had been received, was in order and was recommended for approval by the board.

The Board Office reported the only item on the register concerned the Handicapped Accessibility Modifications project funded by an allocation of \$275,000 in 1979 capital appropriations. At the July board meeting, the board authorized the school to negotiate for architectural services on this project and the executive secretary was authorized to execute a contract (if the contract was within acceptable limits), subject to board ratification at the September meeting.

After considering several alternatives for architectural services, the school recommended to the Board Office the selection of the firm of Thorson-Brom-Broshar-Snyder, Waterloo, Iowa, to provide full architectural services through the life of this project. Compensation is on an hourly rate basis with a maximum for basic services of \$18,400 plus reimbursable expenses, estimated to be \$1,500. Basic services amount to 8% of the estimated construction budget. The Board Office reported these modifications were being done in accordance with the requirements of Section 504 of the federal act and that the project should be completed by fall 1980.

### MOTION:

Mrs. Belin moved the board approve the Register of Capital Improvement Business Transactions for July and August 1979; ratify award of the architectural contract with Thorson-Brom-Broshar-Snyder, Waterloo, Iowa, on the Handicapped Accessibility Modifications project; and authorize the executive secretary to sign all necessary documents. Mr. Wenstrand seconded the motion and it passed unanimously.



TITLE I--APPROVAL OF FINAL BUDGET FOR 1979-80. The board was requested to approve the Title I line-item and program budgets in the amount of \$55,614, contingent upon confirmation by the Department of Public Instruction.

The Board Office reported that the total funding anticipated, since preliminary approval in June 1979, remained the same; however, there have been some changes in planned and reported support from the preliminary budget. These changes included:

1. Reduction in funds from \$16,882 to \$9,830 in the recreation program to properly report an instructional aid position in the educational program and to shift some funding to the extended school year program.
2. The reporting of an instructional aid position previously reported as a recreation program position in the educational program with a budget change from \$27,118 to \$32,005.
3. A new extended school year program to develop a substantive summer program for students with special learning disabilities with a budget change from \$3,494 to \$10,109. Funds are to be shifted from supplies and services to support an additional teacher, a speech clinician and four more instructional aids and houseparents.
4. A new curriculum development program with a small budget adjustment from \$4,000 to \$3,670. The program emphasis will remain the same with the adjustment coming from a change in the cost of contractual services for consultants.
5. Support for all general expense programs has been eliminated in consideration of the additional personnel support for the extended school year program. This budget change was from \$4,120 to \$0. Supplies and services requirements will be addressed through general fund support.

President Petersen asked if this budget was worked out with the Department of Public Instruction and if approval was assured. Executive Secretary Richey indicated the matter was being worked out with the Department of Public Instruction.

Regent Belin indicated she was pleased with the allocation for the extended school year program and President Petersen stated a good job had been done in dealing with it.

MOTION:

Mr. Wenstrand moved the board approve the Title I line-item and program budgets in the amount of \$55,614, contingent upon confirmation by the Department of Public Instruction. Mrs. Belin seconded the motion and it passed unanimously.

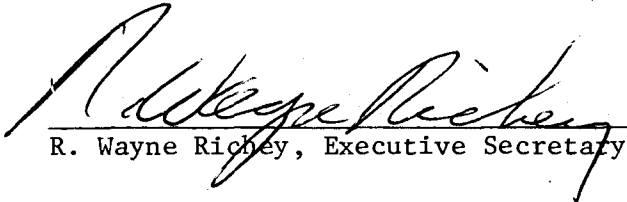
President Petersen then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the Iowa Braille and Sight Saving School.

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COOPERATIVE EXTENSION COURSE. Superintendent DeMott added as an item of information that the University of Iowa is offering an extension course, Development of Vocational Educational Programs for the Visually Handicapped, on the Iowa Braille and Sight Saving School campus to help the teaching faculty obtain certification.

ARTS FOR THE HANDICAPPED. President Petersen indicated that Superintendent DeMott would be excused from the board meeting on Friday, September 14, to enable him to attend the Governor's Conference on the Arts for the Handicapped sponsored by the Iowa Arts Council.

ADJOURNMENT. The meeting of the State Board of Regents adjourned at 9:50 a.m. on Friday, September 14, 1979.

  
R. Wayne Richey, Executive Secretary