

**OFFICIAL PROCEEDINGS OF THE  
ONE HUNDRED AND SEVENTY-FOURTH MEETING  
April 9, 1998**

**I. CALL TO ORDER**

**The meeting of the Wright State University Board of Trustees was called to order by Mr. Daniel W. Duval, chair, on Thursday, April 9, 1998, 4 p.m., in Room E157 of the Student Union. Ms. Daisy Duncan Foster called the roll:**

**Present**

**Absent**

Robert E. Buerger

Matthew O. Diggs, Jr.

Dodie Ditmer

Daniel W. Duval

Daisy Duncan Foster

Martin D. Jenkins

Thomas E. Palmer

Frederick W. Schantz

Rajesh K. Soin

**II. PROOF OF NOTICE OF MEETING**

Mr. Duval reported that this meeting was called by written notification and that a quorum was present.

**III. DISPOSITION OF PREVIOUS MINUTES**

Mr. Duval moved that the February 5-6, 1998, minutes be approved as submitted. Mr. Diggs seconded, and the motion was unanimously approved by voice vote.

**IV. EXECUTIVE SESSION**

In accordance with the Ohio Open Meetings Law, the Board, after a majority of a quorum, determined to hold an Executive Session by offering the following resolution:

**RESOLUTION 98-40**

RESOLVED that the Wright State University Board of Trustees agreed to hold Executive Session on Thursday, April 9, 1998, and be it further

RESOLVED that pursuant to the Ohio Revised Code 121.22 (G), the following issues may be discussed in Executive Session:

- Legal Report
- Potential dismissal, demotion, or discipline of a tenured faculty member, and pertinent personnel matters
- Purchase of real property by WSU Foundation, Inc., and pertinent real estate matters

Mr. Duval moved for approval. Mr. Schantz seconded, and the motion was unanimously approved by roll call vote.

**V. RECESS**

**VI. RECONVENE - ROLL CALL**

The Wright State University Board of Trustees reconvened on Thursday, April 9, 1998, 6 p.m. in Room E156 of the Student Union. Ms. Daisy Duncan Foster called the roll:

**Present**

**Absent**

Robert E. Buerger

Matthew O. Diggs, Jr.

Dodie Ditmer

Daniel W. Duval

Daisy Duncan Foster

Martin D. Jenkins

Thomas E. Palmer

Frederick W. Schantz

Rajesh K. Soin

Euvondia Barto

Lynn E. Rapp

Mr. Duval stated that the Wright State University Board of Trustees is a public body subject to the Ohio Open Meetings Act. It operates on a fixed agenda available to those attending the meeting. Persons wishing to address the Board in its public session should submit a written request to the Board of Trustees' office 72 hours in advance of the meeting in order to be placed on the agenda.

However, all persons address the Board at the invitation of the Board and are subject to time limitations and other guidelines established to maintain the good order of the meeting.

## **VII. REPORT OF THE CHAIR**

### **A. Tribute to President Harley E. Flack**

On Sunday, March 29, President Harley E. Flack died after waging a courageous and valiant battle against cancer. President Flack's death has left an enormous void in the lives and hearts of the university community and throughout the Miami Valley. The Board of Trustees wishes to acknowledge Dr. Flack's contributions and dedication to Wright State University.

#### **RESOLUTION 98-41**

WHEREAS, Dr. Harley E. Flack was named the fourth president of Wright State University in 1994 and entered his fifth year of service as the educational leader of the Miami Valley's largest public institution of higher education, and WHEREAS, Dr. Flack's exemplary and exceptional leadership resulted in the university's first vision for the future, a comprehensive long-range strategic plan, a university-wide ethics statement, and increased emphasis on quality improvement initiatives, which guide the university's academic and administrative excellence; and

WHEREAS, Dr. Flack's exceptional leadership in broadening the university's perspective and involvement in the life of the community, and with the assistance of distinguished leaders in the Miami Valley and throughout the state, he signed an agreement with the University of Dayton and the Air Force Institute of Technology to create the Dayton Area Graduate Studies Institute doctoral degree in engineering at Wright State University, and forged the way to create the University Center for International Education; and

WHEREAS, Dr. Flack's leadership in the Dayton, Miami Valley, state, national and international communities brought recognition of the important contributions made by the university and its faculty, staff and students to the economic, political, social, and cultural life of our society; and

WHEREAS, since arriving in our community, Dr. Flack became a member of numerous boards including the Miami Valley Economic Development Coalition, National City Bank, the Dayton Philharmonic Orchestra Association, Greene Progress Council, the Miami Valley Research Foundation, the Ohio Aerospace Institute, and A Special Wish Foundation; and chair of the Area Progress Council and the Ohio College Association; and

WHEREAS, President Flack was the first African American president of a major metropolitan university in the state of Ohio, and expended countless hours and seemingly inexhaustible energy in the interest of others, and through his pioneering efforts and consistent concern for and support of conscientious students and other individuals desiring education demonstrated his deep

commitment to improving the quality of life for all people in our community;  
and

WHEREAS, by fully understanding and embodying the principles of student-centeredness, President Flack established the African American Male Mentoring Program for first year students, the President's Ambassadors Club for distinguished student leaders, and the Student Servant Leadership Program, and he supported many other student-focused initiatives, the university community has been re-energized and revived to place students first amongst all priorities; and

WHEREAS, Dr. Harley E. Flack was a strong and vital leader, an accomplished musician, composer, artist, and author; a loving and supportive husband and father of four; and a genuinely warm and caring friend; and

WHEREAS, Dr. Harley E. Flack's life was lived with excellence as his cornerstone, quality as his foundation, and vision for the future as his watchword. Dr. Flack exemplified the words, "Some men see things as they are and say "Why?" I dream things that never were and say, "Why not?"

THEREFORE BE IT RESOLVED, that the Wright State University Board of Trustees expresses its deeply felt sense of loss at the passing of Dr. Harley E. Flack, and

BE IT FURTHER RESOLVED that the Board of Trustees extends to the family of Dr. Flack sincerest condolences.

Mr. Duval moved for approval. Mr. Palmer seconded, and the motion was unanimously approved by voice vote.

### **B. State Sales Tax Increase in Support of K-12 Funding**

It was reported that Ohio voters will have an opportunity on Tuesday, May 5, 1998, to support the state's elementary and secondary schools by passing Issue 2 . The Wright State University Board of Trustees, along with all state-supported institutions of higher education throughout Ohio, have been asked to show their support by issuing resolutions. The following resolution was offered to the Board:

### **WRIGHT STATE UNIVERSITY BOARD OF TRUSTEES SUPPORT FOR PASSAGE OF SALES TAX ISSUE RESOLUTION 98-42**

WHEREAS, the Ohio Supreme Court ruled in March 1997, that Ohio's current funding mechanism for public schools is unconstitutional; and

WHEREAS, the Ohio General Assembly enacted legislation to place a sales tax issue on the May ballot to generate new tax revenue to support local public schools; and

WHEREAS, in the absence of new tax revenues, the higher education system is vulnerable to significant budget cuts to generate additional funding for kindergarten through twelfth grade public schools; and

WHEREAS, higher education, as a part of Ohio's total educational system is supportive of a stronger and adequately financed K-12 public school system; and

WHEREAS, higher education has a significant positive impact on the state of Ohio's economy and upon the quality of life of its residents; and

THEREFORE, BE IT RESOLVED that the Wright State University Board of Trustees encourages students, faculty, staff, alumni and friends of the university and higher education to join the Board in supporting the passage of a state-wide sales tax issue to insure additional funding for public schools; and

BE IT FURTHER RESOLVED that the members of the Board of Trustees commit their talents and resources to assure a sustained investment in higher education through promoting additional funding for education at all levels in the state of Ohio.

Mr. Duval moved for approval. Mr. Schantz seconded. Mr. Buerger, Ms. Ditmer, Ms. Foster and Mr. Jenkins all voted no. The motion was passed by a 5 to 4 vote.

### **C. Trustees' Award for Faculty Excellence**

This year marks the fifteenth year of the Trustees' Award for Faculty Excellence. Nominations were submitted by the Faculty Affairs Committee to the Academic Affairs Committee of the Board of Trustees, and trustees had an opportunity to interview the candidates.

This year's recipient is Dr. Joseph Castellano, Professor of Accountancy. Dr. Castellano has been a member of the Wright State University faculty since 1971, has served as chair of the Department of Accountancy (1976-1980), and as Dean of the College of Business and Administration (1980-1985). He has received the MBA Association Teaching Award, the College of Business and Administration Outstanding Teaching Award, Accounting Professor of the Year Award for Teaching, and twice was awarded the Lybrand Bronze Medal by the Institute of Management Accountants.

He has been involved in the university's quality improvement initiatives under the leadership of President Harley E. Flack. Of particular distinction, Dr. Castellano served on the university's Strategic Planning Council and caused the council to carefully consider the importance of process improvement. One of Dr. Castellano's most significant and meaningful services is his mentoring of junior faculty, both in and out of his department. Many professors attribute their later successes to his early guidance and support. His service to the university includes serving as a member of the Faculty Senate and the Faculty Senate Executive Committee, Academic Council, University Strategic Planning Council, University Quality Council, and the University Servant Leadership Development Committee. A former member of the Flagship Funds Board of

Directors, Dr. Castellano has developed and conducted seminars and training programs for major financial, manufacturing, and corporate firms.

Dr. Castellano's nominators found "him to embody the characteristics of faculty excellence: high quality teaching respected by the students; dedicated service furthering the mission of the university, his college, and his department; and an ongoing stream of research contributing to the body of knowledge of his discipline."

The award carries a stipend of \$2,500 and will be presented to Dr. Castellano during the June 13, 1998, commencement ceremony.

**D. Naming of Dr. Kim Goldenberg, President of Wright State University**

**RESOLUTION 98-43**

WHEREAS, the passing of Dr. Harley E. Flack, president of Wright State University, has created the necessity for a new leader of the university, therefore be it

RESOLVED that Dr. Kim Goldenberg be and is hereby appointed president of Wright State University, effective April 9, 1998, and be it further

RESOLVED that as of April 9, 1998, and until otherwise provided by resolution of this Board, Dr. Goldenberg shall have all the powers and exercise all the duties of the office of the president, and that all prior resolutions of this Board authorizing the president to act for and on behalf of the university shall continue to remain in full force and effect as if Dr. Kim Goldenberg were specifically named in such resolution in place of Dr. Harley E. Flack and previous presidents.

Mr. Duval moved for approval. Mr. Soin seconded, and the motion was unanimously adopted by roll call vote.

**VIII. REPORT OF THE PRESIDENT**

**A. Student Champions**

**The College of Education and Human Services**

- The college has two Holmes Scholars: master's degree students Geraldine Brown and Sherry Brown-Johnson. Ms. Brown is a student in business and industrial counseling and Ms. Brown-Johnson is a teacher education major. Holmes Scholars are a select group of students enrolled in graduate programs in Holmes Group schools and colleges of education. The Holmes Scholars Network was formed to enrich the scholarly experience and professional connection of talented men and women of color who are under represented in leadership positions in our universities and professional development schools. The students presented a paper, "Total Immersion Partnership Programs: Learn to Teach by Teaching," at the national meeting January 14-21 in Orlando, Florida.

- Seven undergraduate students in business education qualified for the National Leadership Conference after competing with other institutions for

entry-level positions in business, accounting, computer programming and office technology at a statewide competition in March. The national conference will be held April 19-May 3 in San Antonio, Texas. The students are:

- Terry Barnes, two second places, one fourth place
- Len Byer, one second, one third, one fifth
- James Campbell, three first places
- Stacie Kemper, one first, one second
- Jackie Myers, one first, one second
- Christina Sutter, one third, one fifth
- Carol Waddle, two first places

### **The College of Engineering and Computer Science**

- Catherine Weber, a recent graduate, has accepted a job at Navistar in Indiana paying \$40,000. The 30-year old mechanical engineer started at Sinclair Community College part time while working full time. Two years ago, she quit her job to enroll at Wright State full time.
- Darel Benysh and Susan Hodapp met during their studies at Wright State. Both graduated from the human factors engineering program in 1993. Susan went to North Carolina State University for her master's degree, and Darel went to Purdue University. After completing their master degrees, they were married and completed their doctoral degrees at Purdue in 1997. They were hired to develop a new usability group for the IBM AS400 computer line at IBM in Rochester, Minnesota. Now they are hiring Wright State graduates as summer interns.

### **B. Promotion and Tenure**

The Office of the President reported that the individuals recommended for promotion and tenure have gone through a thorough and effective process, beginning with the department level, the college, the dean, the University Promotion and Tenure Committee, and approved by the provost and the Office of the President before being presented to the Board. Except as noted, the following will be effective with the fall quarter of 1998:

#### **Promotion to Professor**

##### **BUSINESS AND ADMINISTRATION**

Robert J. Sweeney - Finance and Financial Services

Vincent C. Yen - Management Science & Information Systems

##### **COLLEGE OF LIBERAL ARTS**

Janice Gabbert - Classics

##### **SCHOOL OF MEDICINE**

Cynthia Olsen - Family Medicine

##### **SCHOOL OF PROFESSIONAL PSYCHOLOGY**

James E. Dobbins\* - Professional Psychology

##### **COLLEGE OF SCIENCE AND MATHEMATICS**

John Flach - Psychology  
Steen Pederson - Mathematics & Statistics  
Lawrence Prochaska\* - Biochemistry & Molecular Biology  
Robert W. Putnam\* - Physiology & Biophysics

**Promotion to Associate Professor**

SCHOOL OF MEDICINE

Syed Ahmed\* - Family Medicine  
Manoop Bhutani\* - Medicine  
Gary Le Roy\* - Family Medicine  
Leslie Wolf\* - Emergency Medicine

**Promotion to Associate Professor with Tenure**

COLLEGE OF EDUCATION AND HUMAN SERVICES

Ronald G. Helms - Teacher Education

COLLEGE OF LIBERAL ARTS

Susan Carrafiello - History  
Barry Milligan - English  
Mari O'Brien - Modern Languages  
Karl H. Sievers - Music  
James W. Tipps - Music

Kim Vito - Art and Art History

COLLEGE OF SCIENCE AND MATHEMATICS

Phan Loi - Mathematics & Statistics  
Thomas E. Skinner - Physics  
John Turchi\* - Biochemistry & Molecular Biology  
Richard E. White\* - Physiology & Biophysics

**Promotion to Assistant Clinical Professor**

COLLEGE OF NURSING AND HEALTH

Jane E. Doorley - Nursing

**Tenure Only at Associate Professor**

COLLEGE OF ENGINEERING AND COMPUTER SCIENCE

A. Ardeshir Goshtasby - Computer Science & Engineering

**Tenure Only at Assistant Professor**

COLLEGE OF NURSING AND HEALTH

Carol A. Holdcraft - Nursing

COLLEGE OF SCIENCE AND MATHEMATICS

Robert L. Craighead - Mathematics & Statistics

\*promotion effective July 1, 1998

**RESOLUTION 98-44**

RESOLVED that the promotion and tenure recommendations as submitted to this meeting be, and the same hereby are approved.

Mr. Jenkins moved for adoption. Mr. Buerger seconded. Ms. Foster abstained.  
The motion was ratified by roll call vote.

**C. Acceptance of Gifts and Donations**

The following gift has been received and acknowledgment sent to the donor:

To the Athletic Department

From: Michael and Jennifer Sauer

1638 East Tamarron Court  
Springboro, OH 45066

Gateway 486DX Computer, CD ROM, Speakers, and Laser Printer  
Estimated Value - \$1,000

**RESOLUTION 98-45**

RESOLVED that the gift listed above is hereby accepted.

Mr. Schantz moved for approval. Mr. Jenkins seconded, and the motion was  
unanimously adopted by roll call vote.

**D. Confirmation of Academic and Administrative Appointments and  
Changes**

Since the last Board meeting, the following academic and administrative  
appointments, changes, retirements, departmental reporting, resignations and  
terminations have been made:

***Faculty Appointments and Changes***

Jeanne H. Ballantine, Ph.D., has been appointed Professor, Sociology and  
Anthropology, College of Liberal Arts, effective January 1, 1998.

Sandra K. Dennison, M.B.A., has been appointed Instructor, Accountancy,  
College of Business and Administration, effective January 5, 1998.

Ivan J. Goldfarb, Ph.D., has been appointed Professor Emeritus, Chemistry,  
College of Science and Mathematics, effective January 1, 1998.

Mary P. Lorman, M.S., has been appointed Clinical Instructor, College of  
Nursing and Health, effective January 5, 1998.

Stuart J. Nelson, Ph.D., has been appointed Associate Professor, Microbiology  
and Immunology, School of Medicine and College of Science and  
Mathematics, effective February 16, 1998.

Richard B. Reiling, M.D., has been appointed Professor and Medical Director  
for Oncology Services, Surgery, School of Medicine, effective January 1, 1998.

Lisa R. Ritzler, M.S.A., has been appointed Instructor, Management, College of  
Business and Administration, effective January 5, 1998.

***Faculty Separations***

None

***Unclassified Appointments and Changes***

Theresa M. Almond, B.F.A., has been appointed Senior Graphic Designer,  
Communications and Marketing, effective January 1, 1998.

Amy E. Anderson, M.B.A., has been appointed Director, International Business Programs, College of Business and Administration, effective February 1, 1998.

Gayle E. Berry has been appointed Employee Relations Manager, Human Resources, effective February, 1998.

Robert W. Blair, B.S., has been appointed Human Resources Information Systems Analyst, Human Resources, effective February 1, 1998.

James E. Brown, M.Ed., Assistant to the Athletic Director, Men's Basketball, Intercollegiate Athletics, effective March 21, 1998.

Chialung Peter Cheng, M.B.A., has been appointed Director, Internal Controls and Audit Services, effective February 19, 1998.

Rita Chislaghi, M.S., has been appointed Accountant, University Libraries--Administration, effective February 9, 1998.

Mary A. Clark, M.A., has been appointed Assistant Director for Community Based Medical Education, Research Affairs, School of Medicine, effective December 1, 1997.

Ulysses Drinks, M.S., has been appointed Senior Graphic Designer, Communications and Marketing, effective January 1, 1998.

Stephanie J. Ely, B.S., has been appointed Communications Manager--Internal, Communications and Marketing, effective January 1, 1998.

Alexia C. Etsios, M.S., has been appointed Assistant Director, Employment Services, Human Resources, effective February 1, 1998.

Louis B. Fred, M.S.Ed., has been appointed Assistant Director, Office of Advancement, School of Medicine, effective March 1, 1998.

Jerome F. Hagan, J.D., has been appointed Project Manager, Planning--Engineering and Construction, effective January 16, 1998.

Robert Hernandez has been appointed Desktop Technician, Telecomm Services, Computing and Telecommunications Services, effective February 9, 1998.

Richard A. Johnson, B.S., has been appointed Employee Benefits Administrator, Human Resources, effective February 1, 1998.

Sau-Chun Lam, M.B.A., has been appointed LAN Analyst II, Network Services, Computing and Telecommunications Services, effective January 1, 1998.

Cynthia M. Leadingham, B.F.A., has been appointed Senior Design Coordinator, Communications and Marketing, effective January 1, 1998.

Jeffrey F. Meyer, M.B.A., has been appointed Director, International Trade Programs, College of Business and Administration, effective February 1, 1998.

Sara Moss, B.A., has been appointed Wright One Card System Administrator, Bursar's Office, effective February 16, 1998.

Sharon R. Powell has been appointed Project Coordinator II, Network Services, Computing and Telecommunications Services, effective January 1, 1998.

Gia M. Randall, M.S., has been appointed Research Associate 1, Microbiology and Immunology, School of Medicine, effective February 1, 1998.

Gwendolyn J. Reece, M.S., has been appointed Librarian I, University Libraries--Dunbar Library, effective February 16, 1998.

Kenneth W. Selm, A.B., has been appointed Assistant Director, Compensation and Benefits, Human Resources, effective February 1, 1998.

Carol J. Stevenson, B.S., has been appointed University Bursar and Director of Treasury Services, effective January 1, 1998.

Robin Suits, B.A., has been appointed Communications Manager--External, Communications and Marketing, effective January 1, 1998.

Michael R. Tracy has been appointed Assistant Men's Soccer Coach, Intercollegiate Athletics, effective January 13, 1998.

Karen S. Waddell, B.S., has been appointed Research Assistant, Pharmacology and Toxicology, School of Medicine, effective March 1, 1998.

Shea-Tinn Yeh, M.A., has been appointed Systems Developer, OhioLink, effective January 14, 1998.

Cynthia D. Young, B.F.A., has been appointed Associate Director, Communications and Marketing, effective January 1, 1998.

Chunrong Yu has been appointed Research Assistant, Psychiatry, School of Medicine, effective November 14, 1997.

### ***Unclassified Separations***

Ruth A. Bolus, Payroll Supervisor, Human Resources, effective January 28, 1998.

S. Jean Budding, M.S., Clinical Instructor, College of Nursing and Health, effective December 31, 1997.

Xiao-Dong Huang, Ph.D., Postdoctoral Research Associate, Biological Sciences, College of Science and Mathematics, effective January 31, 1998.

Robbie M. Jackson, A.A.S., Coordinator, Research Affairs, School of Medicine, effective March 20, 1998.

Kate Cavanaugh Juhas, B.A., Research Assistant, Biological Sciences, College of Science and Mathematics, effective February 27, 1998.

Alyce Earl Jenkins, M.Ed., Associate Director for Center Planning and Instruction, Center for Teaching and Learning, effective January 31, 1998.

Heather Martin, M.L.I.S., Librarian 1, University Libraries--Dunbar Library, effective February 27, 1998.

Martha Martin, B.A., Director, Corporate and Foundations Relations, University Advancement, effective January 30, 1998.

Timothy P. McKinney, Follow-Up Specialist, Community Health, effective January 31, 1998.

Nichol D. Nealeigh, M.A., Research Data Analyst, Center for Urban and Public Affairs, effective February, 1998.

Paula Somohano, M.S., Research Assistant 1, Anatomy, School of Medicine, effective February 13, 1998.

Jeffrey G. Trzeciak, B.S., Librarian 3, University Libraries, effective February 27, 1988.

***Classified and Unclassified Hourly Appointments and Changes***

Terry L. Armstrong has been appointed Custodial Services Supervisor, Custodial Services, effective February 2, 1998.

Joseph A. Batchelor, B.A., has been appointed Library Technical Assistant, University Libraries--Fordham Library, effective February 1, 1998.

Mildred J. Biggers has been appointed Administrative Secretary, College of Nursing and Health, effective January 26, 1998.

Susan A. Blocher has been appointed Senior Secretary, Student Life, effective February 21, 1998.

Angela Marie Chavez, B.S., has been appointed Senior Library Technical Assistant, University Libraries--Dunbar Library, effective February 16, 1998.

Rhoda E. Combs has been appointed Library Technical Assistant, University Libraries--Central Services, effective January 13, 1998.

Frances O. Cooper has been appointed Career Services Assistant, Career Services, effective February, 1998.

Robert W. Goodwin has been appointed Maintenance Worker 1, Lake Campus--Plant Operations, effective December 1, 1997.

Thomas R. Hartrum has been appointed Parking and Transportation Clerk, Parking and Transportation, effective January 29, 1998.

Carl M. Hendricks has been appointed Shipping/Receiving Worker, Shipping and Receiving, effective February 17, 1998.

Karen Sue Hickman has been appointed Senior Secretary, Geological Sciences, College of Science and Mathematics, effective March 2, 1998.

Tracy J. Hiles, B.S.N., has been appointed Research Assistant, Psychology, College of Science and Mathematics, effective January 26, 1998.

Samson B. Hunegnaw has been appointed Storekeeper 2, Vending Machines Operation, effective March, 1998.

Vicky L. Hussong has been appointed Junior Accounting Clerk, University Libraries--Administration, effective March 2, 1998.

Connie D. Jones has been appointed Senior Secretary, Community Health, School of Medicine, effective February 9, 1998.

Shannon Leffel, B.A., has been appointed Research Technician, Center for Urban and Public Affairs, effective February 23, 1998.

Helen L. Liming has been appointed Administrative Secretary, Facilities Planning and Management, effective February 21, 1998.

Carol E. Meanor has been appointed Senior Secretary, College of Business and Administration--Administration, effective March 7, 1998.

Matthew G. Meister has been appointed Police Officer 1, Public Safety, effective March 30, 1998.

Brenda K. McKenzie has been appointed Senior Secretary, University Advancement, effective March, 1998.

Martha S. Reagan has been appointed Accounts Payable Project Coordinator, Accounts Payable, effective February 9, 1998.

Julia A. Rife, B.A., has been appointed Cashier, Bursar's Office, effective February 2, 1998.

Caroline A. Slater, A.A., has been appointed Office Assistant, Sociologists for Women in Society, Sociology and Anthropology, College of Liberal Arts, effective February 2, 1998.

Christopher S. Suttle has been appointed Media Specialist, University Media Services, effective January, 1998.

***Classified and Unclassified Hourly Separations***

Theresa I. Adcock, Community Health Advocate, Research Affairs, School of Medicine, effective February, 1998

Joseph Batchelor, B.A., Library Technical Assistant, University Libraries--Fordham Health Sciences Library, effective February 18, 1998.

Franklin L. Blackstone, Pharmacist, Frederick A. White Center Pharmacy, effective February 1, 1998.

Suzanne M. Cole, Senior Secretary, Mathematics and Statistics, College of Science and Mathematics, effective February 20, 1998.

Kenneth J. Dunbar, B.A., Secretary, Geological Sciences, College of Science and Mathematics, effective January 20, 1998.

Ann M. Huston, Accounts Payable Clerk, Accounts Payable, effective August 1, 1997.

Kevin B. Keith, Shipping and Receiving Worker, Shipping and Receiving, effective January 28, 1998.

Lisa K. Kinney, Senior Telephone Operator, Telecommunications Services, effective February 13, 1998.

Katherine Kovacs-Bailey, Senior Secretary, Geological Sciences, College of Science and Mathematics, effective January 16, 1998.

Karen E. O'Neal, B.S., Help Desk Trainee, Computing and Telecommunications Services, effective January 15, 1998.

Sondra M. Rhodes, B.A., Teaching Assistant, Academic Affairs, School of Medicine, effective March 1, 1998.

Roy Roberts, Custodial Worker, Custodial Services, effective February 3, 1998.

Gloria Smith, B.A., Office Assistant, Sociologists for Women in Society, Sociology and Anthropology, College of Liberal Arts, effective January 15, 1998.

David W. Sorrells, Custodial Worker, Custodial Services, effective January 1, 1998.

Louis Varner, Jr., Custodial Worker, Custodial Services, effective February 26, 1998. (Deceased)

Robert Wix, Senior Library Technical Assistant, University Libraries--Central Service, effective January, 1998.

***Department Name Change***

The Office of Campus Activities and Orientation has been changed to the Office of Student Life, effective April 1, 1998.

**RESOLUTION 98-46**

RESOLVED that the academic and administrative appointments, changes, retirements, departmental reporting, resignations and terminations submitted to this meeting be, and the same hereby are approved.

Mr. Diggs moved for approval. Ms. Ditmer seconded, and the motion was unanimously adopted by roll call vote.

**E. Report on Investments**

Since the last Board meeting, investments for January 31, 1998, have been received. These reports have been distributed to the trustees and will be filed with the official Board of Trustees records.

**F. Ratification of Contracts and Grants**

Since the last meeting of the Board of Trustees, \$1,815,848 in contracts and grants has been received. Two research awards of nearly \$2 million helped drive the total grants and contracts awarded since the February Board of Trustees' meeting to a level 6% higher than this time last year. Funded for more than two decades by the National Institutes of Health, work on The Fels' Longitudinal Study is led by Dr. Roger Siervogel of the School of Medicine. This project period's allotment of \$1.1 million supports the continued analyses of risk factors for growth, development, and disease during a person's lifetime. Dr. David Look and his team were granted \$855,000 in supplemental funding by the Air Force Research Laboratory to study the application of electronic device designs to Air Force systems.

The following resolution was submitted for approval:

**RESOLUTION 98-47**

RESOLVED that the contracts and grants submitted to this meeting be, and the same hereby are ratified.

Mr. Buerger moved for adoption. Ms. Ditmer seconded, and the motion was unanimously ratified by roll call vote.

**IX. REPORTS OF THE COMMITTEES OF THE BOARD**

**A. Academic Affairs Committee**

Ms. Foster, chair, reported on the Academic Affairs Committee meeting of March 19, 1998. The following topics were discussed:

### **Faculty Senate**

The General Education Task Force will forward its recommendations to the Faculty Senate. The senate will be asked to consider converting Wright State's general education program to a four-credit base at its May meeting.

Other issues before the senate include: a possible minor in Air Force Studies; designation of space for a Faculty Lounge; and Faculty Handbook revision.

### **Strategic Planning**

The Strategic Council will issue a "report card" to provide an overview of responses to the Strategic Plan's goals in unit action plans.

### **Trustees' Award for Faculty Excellence**

Nominations for the Trustees' Award for Faculty Excellence were invited by the University Faculty Affairs Committee. A special meeting was scheduled for trustees of the Academic Affairs Committee to interview the faculty nominee.

#### **1. Honorary Degree**

Nominations for honorary degrees were invited by the Honorary Degree Subcommittee of the University Commencement Committee. The committee submitted a recommendation to the Office of the President, with the final decision to be made by the Board of Trustees. The following resolution was presented for the Board's approval:

#### **RESOLUTION 98-48**

WHEREAS, Wright State University established in 1976, a process by which individuals of outstanding achievement may be honored by the university to recognize constructive value to the university, to society and to the recipients; and

WHEREAS, the Honorary Degree and the Academic Affairs committees have received and affirmed the recommendation to award honorary degrees during the Spring 1998 commencement ceremony; and

WHEREAS, honorary degrees are to be given for outstanding individual contributions for service; and

WHEREAS, the committees have accepted the nomination of Allan W. Eckert, acclaimed writer, eminent historian, and prolific scholar; and

WHEREAS, Mr. Eckert's works of literature, including 39 novels, more than 200 television scripts, stage and outdoor dramas, and numerous articles; have received national and international distinction and recognition, thus highlighting the richness of American life, and particularly that of the southwestern Ohio region; and

WHEREAS, his most notable and memorable works including *A Time of Terror: The Great Dayton Flood*, *The Silent Sky: The Incredible Extinction of the Passenger Pigeon*, *Wild Season*, *The Frontiersmen*, *Wilderness Empire*, *The Conquerors*, *A Sorrow in Our Heart: The Life of Tecumseh*, were Pulitzer prize nominees; and *Incident at Hawk's Hill* received the Newbury-Caldecott

Honor Book Award; and *1913: The Great Dayton Flood*, an adaption of his early work, was produced with his enduring and watchful guidance and subsequently received numerous tributes and awards; and WHEREAS, many of his other outstanding literary works have received numerous awards and honors and some of his works have been translated into thirteen languages, thus enriching the world with his inspirational and diverse genres combining history, natural history, and dialogue which have given insight into complexities of the human experience and nature's strength; WHEREAS, Mr. Eckert's faithful commitment to Wright State University his particular support for the Wright State University Friends of the University Libraries and the Wright State University Theater Department demonstrates his commitment to research, writing, literacy, and education sets a solid example of what one person can accomplish with a lifetime of hard work; and WHEREAS, Mr. Eckert's exceptional contributions to higher education, significant personal and professional achievements, extraordinary literary achievements, and his sustained contributions to academic excellence have shaped the minds and hearts of many individuals throughout Ohio, the nation and the world; therefore be it RESOLVED that the Wright State University Board of Trustees hereby approves the granting of the Doctor of Humane Letters degree to Mr. Allan W. Eckert; and be it FURTHER RESOLVED that this degree be conferred upon Mr. Eckert at the June 13, 1998 commencement ceremony. Ms. Foster moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by voice vote.

## **2. Policy Changes**

### **a. Ethical Standards in the Conduct of Research**

It was reported that Wright State's current policy on Ethical Standards in the Conduct of Research was approved by the Board of Trustees in January 1987. Since that time, changes in federal regulations and best practices have led to concern that our policy may not be in full compliance. The revised policy as amended by the Academic Affairs Committee was recommended for approval.

### **Ethical Standards in the Conduct of Research**

#### **I. Preamble**

The freedom traditionally accorded members of the university community carries with it the obligation of self-discipline. Indeed, maintenance of the highest ethical standards in the conduct of research and all other scholarly activity is a necessary condition for the proper functioning of the university. Dishonesty tarnishes the cause of truth, damages or destroys collegial relationships, and may cause irreparable harm to the relationship between the university and the public.

The increased competitiveness of modern university life may place additional stress on the scholar. Work carried out in collaboration, in particular, imposes a special responsibility upon the investigators. Here research misconduct directly affects the reputation of co-workers as well as that of the perpetrator. For this reason, each investigator must share in the assurance that data have been honestly gathered and reported and that appropriate credit is given for each individual's contributions. While overall responsibility for the integrity of collaborative work always rests with a principal investigator, this statement of ethical standards in the conduct of research applies to all members of the university community who may be involved with a research project whether or not supported by internal or external funds.

All scholars share the obligation to maintain the highest standard of conduct in their profession and to disclose what they perceive in good faith to be misconduct in research, secure in the knowledge that the university respects the honest exercise of their judgment. Such allegations must be made with caution, however, and the rights of the individual to a fair and careful hearing strenuously protected.

The scope of this policy does not cover sexual harassment (see Wright Way Policy #4001.21, "Policy Against Discrimination and Harassment" at <http://www.media.wright.edu/wrightway/4001.html>), misappropriation of funds (see Ohio Revised Code Section 2921.41 at <http://orc.avv.com/title-29/sec-2921/sec-2921.41.htm>), failure to comply with university policies governing the protection of human subjects and the welfare of laboratory animals (see Policies and Procedures for Human Subjects and Laboratory Animals at <http://www.wright.edu/rsp/subjects.html>), or failure to comply with other conditions or guidelines established by an external sponsor or by the university. These problems should be referred to appropriate administrators or compliance committee chairs.

## **II. Definitions**

"Investigator" is defined as any member of the university community who participates in a research or other scholarly endeavor intended to create, apply, or disseminate new knowledge. These members include faculty, staff, and students.

"Principal Investigator" is defined as an investigator who has overall responsibility for the conduct of a research or other scholarly endeavor including, but not limited to, supervision and training of other participating investigators.

"Research Misconduct" or "misconduct" is defined as fabrication, falsification, plagiarism or other practices that seriously deviate from those commonly accepted within the scientific community or other communities of scholars for proposing, conducting, reviewing, or reporting research or other scholarly

activity. It does not include honest error or honest differences in interpretations or judgments. For the purpose of this policy, misconduct also includes retaliation of any kind against a person who reported or provided information about suspected or alleged misconduct and who has not acted in bad faith.

### **III. Goals**

It is the policy of Wright State University that the highest ethical standards in the conduct of research be maintained. Misconduct in research as herein defined shall be considered a major breach of the contract between the faculty, staff member, or student and the university. The goals of this statement relating to ethics in conduct of research are to maintain the highest standards and to establish institutional policies that provide a conspicuous and understandable mechanism for dealing with instances of alleged misconduct.

### **IV. Responsibilities**

A. Each investigator is responsible for the highest standards of ethical conduct in the pursuit of all research and other scholarly activities.

B. Each principal investigator is responsible for the overall conduct of research projects under the PI's supervision. This includes assuring the highest ethical standards in the conduct of the research and dissemination of research results as well as detecting irregular practices in research procedures, introducing remedial measures in the case of innocent mistakes, and investigating and eliminating willful misconduct.

C. Research investigators are responsible to a principal investigator if involved in a multi-investigator project. Principal investigators are responsible to a department chair and/or program director who in turn are responsible to the appropriate dean(s). The chain of responsibility continues through the chief research officer, the chief academic officer, and the president.

D. Each principal investigator is responsible for the procedures used to gather, record, and retain research data and similar products of other scholarly activities according to scientific and/or professional standards of the discipline.

E. Each principal investigator is responsible for the dissemination and reporting of research results including ethical attribution of authorship. Thus, the contributions of all investigators should be appropriately recognized, and all co-authors must accept responsibility for their personal contributions to the work being reported.

### **V. Procedure for reporting and investigation of alleged research misconduct**

Any allegation of misconduct in carrying out research procedures or handling research results is a serious matter requiring extreme care. The guiding principle in processing an initial allegation is to protect the rights and reputation of all parties involved, including the accused and the individual or individuals who in good faith report perceived misconduct. All aspects of the

investigation shall be kept in strict confidence. The following steps shall be taken:

A. A written allegation of misconduct should be given to the chief research officer. The chief research officer will notify appropriate individuals in the research chain of responsibility and conduct a confidential inquiry. The purpose of the inquiry shall be to determine whether the allegation of misconduct is frivolous or if it deserves a broader investigation. The inquiry shall be completed, and a written report forwarded to the chief academic officer within 30 days of receipt of the allegation.

If the allegation is extremely serious (for example, involving immediate health hazards; an immediate need to protect federal or university funds or equipment; an immediate need to protect those making the allegation; or a reasonable indication of possible criminal activity) or there is the likelihood that an alleged incident is going to be reported publicly, the chief research officer shall take any necessary interim action. If federal funds are involved, the chief research officer shall, when required by federal regulations, notify the federal funding agency(ies) within 24 hours concerning this serious allegation and the interim action that has been taken.

When an inquiry is completed, all affected individuals shall be given the opportunity to comment on the allegation and the findings of the inquiry. The chief research officer will inform all recipients of the confidentiality under which the findings are made available and may request recipients to sign a confidentiality statement or to come to his/her office to review the findings. All proceedings of the inquiry, including any comments by affected individuals, shall be documented and the records retained for three years. If the inquiry takes longer than 30 days to complete, the record of the inquiry shall include documentation of the reasons for exceeding the 30-day period. If Public Health Service (PHS) funds are involved, and if the chief research officer plans to terminate the inquiry without completing all steps as outlined above, then the chief research officer shall promptly notify the Public Health Service Office of Research Integrity of the planned termination pursuant to 42 CFR 50.104(a)(3). If the alleged misconduct is not substantiated by the inquiry, formal efforts shall be made to restore the reputations of the researcher and other affected individuals.

Any person aggrieved by any action proposed as a result of the inquiry shall have the right of appeal to the chief academic officer, in writing, within 30 days of notification.

B. If the inquiry report concludes that the allegation is substantive, the chief research officer shall appoint and charge a three-member investigative committee. Two of these shall be selected by the chief research officer and the appropriate dean(s), and one shall be selected by the accused. In the case of a

fully-affiliated faculty member, the three committee members shall be fully-affiliated faculty members. In other cases, at least two of the committee members shall be fully-affiliated faculty members. All committee members shall have broad experience in academic research with knowledge of the area in which the alleged misconduct is said to have occurred. However, those with personal involvement in or responsibility for the research under investigation, or a real or apparent conflict of interest in the outcome, shall be excluded from the committee. The accused will be given the opportunity to comment on the committee membership. When selection is complete, the chief research officer shall provide a list of the investigative committee membership and charge to the accused, the appropriate dean(s), the chief academic officer, and the president.

If federal funds are involved, and when required by agency regulations, the chief research officer shall, before the investigation begins, notify the federal funding agency(ies) that a formal investigation is being initiated and shall keep that(those) agency(ies) apprised of developments that disclose facts that may affect agency funding decisions or otherwise affect the public interest.

C. The committee shall initiate a confidential investigation of the alleged misconduct within 30 days after the completion of the inquiry. The accused shall have the following rights:

1. Notification in writing of all charges;
2. Adequate time, normally five (5) business days, to prepare for any meeting;
3. Opportunity to meet with the committee and present evidence;
4. Opportunity to confront the person(s) alleging the misconduct;
5. Right to confidentiality in the proceedings to the extent permitted by law;
6. Right to speedy determination/report of the committee;
7. Right to written findings of the committee; and
8. Right to counsel at the accused's own expense.

D. A draft report of findings shall be made available to the accused and to those who made the allegations. Comments on the draft from the accused or the accusers shall be appended to the final report. The committee shall report findings, in writing, to the chief research officer and to the accused within 120 days of its appointment. In the report, the committee shall indicate the basis of its decisions and recommendations, its evaluation of the seriousness of the offense, and its finding concerning the level of intent of any person(s) found to have committed misconduct. All findings shall be based on a preponderance of relevant evidence.

If Public Health Service funds are involved, and if the committee plans to terminate the investigation without completing all steps as outlined above, then the chief research officer shall be notified immediately; the chief research

officer shall promptly notify the PHS Office of Research Integrity of the planned termination pursuant to 42 CFR 50.104(a)(3).

If Public Health Service Funds are involved, and if the committee is unable to complete its investigation within the 120 day period, then the chief research officer shall be notified immediately; the chief research officer shall promptly request an extension from the PHS Office of Research Integrity as described in 42 CFR 50.104(a)(5).

E. If the committee finds that the alleged misconduct is not substantiated by the investigation, formal efforts shall be made to restore the reputation of the researcher and others under investigation. In this context, if the committee believes that the allegations of misconduct were malicious, reckless or intentionally dishonest, they will be investigated and regarded with the same seriousness as misconduct in research itself. An *ad hoc* committee shall be established by the chief research officer to investigate these charges.

Diligent efforts shall be made to protect the positions and reputations of those persons who, in good faith, make allegations of research misconduct.

F. If the alleged misconduct is substantiated based on a preponderance of relevant evidence, the committee may recommend disciplinary action.

Resignation of the charged party shall not preclude the investigative process.

G. After reviewing the committee's findings and recommendations, the chief research officer shall report these together with the chief research officer's own recommendations to the chief academic officer. If disciplinary action is warranted, the chief research officer shall write recommendations as follows: to the chief academic officer if the accused is an academic employee; to the chief human resources officer if the accused is a non-academic employee; to the chief student affairs officer if the accused is a student. The chief research officer shall also notify the chief legal officer. In addition to disciplinary action, recommendations can include the following:

1. Request that the researcher withdraw from publication all pending abstracts and papers emanating from the questionable research; and
2. Notification of the editors of journals to which said papers were submitted or published.

H. Subject to paragraphs I and J of Section V, the chief academic officer shall have the right to take such action as the chief academic officer considers appropriate and notify all interested parties of the action. The chief academic officer may also request that the committee conduct further investigation.

I. Any person aggrieved by any action proposed by the chief academic officer under paragraph H of Section V shall have the right to appeal to the president, in writing, within 30 days of notification.

J. If the president feels that substantial new evidence is presented, or if the president determines that the foregoing process was fundamentally unfair, the

president may remand the case to a new committee convened pursuant to Section V, paragraph B of this policy.

K. If federal funds are involved, and when required by agency regulations, the chief research officer shall submit a formal report of the investigation to the federal funding agency(ies) within 120 days of the commencement of such investigation. The format of the report shall be as specified in agency guidelines, or, in the absence of such guidelines, as specified in the Public Health Service (PHS) misconduct regulations at 42 CFR 50.104(a)(4).

L. All proceedings of the investigation and any subsequent related actions or appeals shall be documented and the records retained for three years.

M. A copy of this policy will be forwarded by the chief research officer to the PHS Office of Research Integrity.

#### **RESOLUTION 98-49**

WHEREAS, the revised policy on Ethical Standards in the Conduct of Research was approved by the Faculty Senate in March 1998; therefore be it RESOLVED that the aforementioned policy, as presented to this meeting be, and the same is hereby approved.

Mr. Jenkins moved for approval. Ms. Ditmer seconded, and the motion was unanimously adopted by voice vote.

#### **b. Salary Inequity Appeals**

The Faculty Senate approved the following changes to the Salary Inequity Appeals Document for Board approval:

Section B.2.a. - Replace current paragraph with the following: The college/school must include in its bylaws the college/school procedures.

Section B.2.b. - Change the sentence beginning with: The rules of bylaws governing . . . . to The bylaws governing . . .

#### **RESOLUTION 98-50**

WHEREAS, the Faculty Senate and General Faculty approved revisions to the Salary Inequity Appeals Document; therefore be it

RESOLVED that the aforementioned changes, presented to this meeting be, and the same are hereby approved.

Ms. Foster moved for approval. Ms. Ditmer seconded, and the motion was unanimously adopted by voice call vote.

#### **Adjunct Professors**

A report to the Academic Affairs Committee will be provided on adjuncts, especially supervision of quality. The report will profile college numbers, evaluation procedures, etc.

#### **B. Advancement Committee**

Mr. Palmer, chair, reported on the committee meeting of March 23, 1998. The following topics were discussed:

#### **Update on Institutional Marketing and Communications**

An update on the implementation of the institutional marketing plan was provided.

**Accomplishments to date include:**

- Restructured focus from public relations to communications and marketing.
- Reorganized some staff positions.
- Selected an advertising agency, Montgomery Zukerman Davis, Inc., from Indianapolis. Eleven local agencies were also asked to bid, but MZD's proposal gave Wright State the best opportunity to enhance its image and recruit students.
- Assembled members of a Community Relations Advisory Committee.
- Enhanced admissions web page.
- Met with deans on college marketing strategies and names of persons to serve on an internal marketing group.

Action plans to be completed by the end of March:

- Media and crisis management training.
- Evaluate current slogan.
- Convene working team from high impact areas.
- Determine publication staff's workload.
- Identify community and business individuals who are opinion leaders and initiate regular communications with this group.
- Create one-page description of Wright State to be used in a variety of communication settings.

**Ohio K-12 and Higher Education Funding**

The K-12 funding issue, to be financed in part from a proposed 1% Ohio sales tax increase, is integrally related to funding for the state's public universities. If the tax increase does not pass on May 5, higher education could expect a 2% to 15% subsidy reduction. IUC has asked all universities to pass a resolution supporting the tax increase, and to develop strategies alerting the public on the importance of supporting Issues #1 and #2.

The university plans to send a letter to Ohio alumni and parents of students advising them of both issues and urging them to vote in favor. The letter will not be paid by state funds. Mr. Palmer requested that the letter be held until other communication methods could be discussed. A copy of the letter will be faxed to the committee for further discussion.

**Foundation Expenditure Policy**

For the past several months, consideration has been given to developing an overall Foundation policy statement covering the Foundation's three fund management groups--endowment, current-use restricted and unrestricted. Following a telephone survey recently to nine regional, public institutions, no university foundation had a comprehensive expenditure policy--two transfer

unrestricted funds to the university, and the other seven, like Wright State, hold unrestricted funds in the foundation for expenditure as requested.

The Memorandum of Understanding between the university and the Foundation is now in place. Following discussion, the committee agreed there was no need for a more explicit expenditure policy and that the Foundation should continue following the same procedure.

### **Alumni Programs**

It was reported that the top candidate for the alumni relations director position declined because we could not meet his salary expectations. The search will continue. In addition, Molly Brown-Boulay, assistant director, has resigned, and an internal search will be completed soon.

At the January 12 Advancement Committee meeting, the committee endorsed a higher priority for alumni relations efforts and for resources to support those activities. The budget currently supports a director, an assistant director and a secretary. As outlined in the university's Strategic Plan, for future alumni relations growth there is a need for an additional assistant director, secretary and operating monies. Dr. Fistler proposed that the additional monies required come from the unrestricted allocation to the university which will double this year to \$300,000. Vice President for Business and Fiscal Affairs, Janet Achterman, concurs. Once the money is available, we can move forward on searches and have the additional staff on board by July 1.

It was reported that Betsy Brown of the Alumni Association has Dr. Fistler's commitment to resolve the staffing problem as soon as possible. Dr. Fistler will consider adding the title of executive director to the Alumni Association, thereby upgrading the director's position to be more competitive.

### **Development Results**

As of March 23, \$3.7 million has been raised toward the \$4 million goal. A \$50,000 pledge payment is expected before the end of June.

### **C. Building and Grounds**

Mr. Soin, chair, reported on the committee meeting of March 3, 1998.

#### **1. Transfer of Property**

The Wright State University Foundation holds the title to lot 6, the location of the newest College Park buildings. The Foundation requested transfer of the property to the university. This is recommended from an accounting and insurance perspective to allow the Foundation to remove it from their unrestricted fund balance. The committee recommends that the title of the property be transferred from the Foundation to the university.

The following resolution was presented to the full Board for its approval:

#### **RESOLUTION 98-51**

WHEREAS, the Wright State University Foundation has directed the vice president for business and fiscal affairs to seek approval from the Wright State

University Board of Trustees to transfer the title of lot 6, Pine Hill Acres, held by the Foundation and used by the university; therefore be it  
RESOLVED that the Board of Trustees is willing to accept the property and to assume the responsibilities, terms, and conditions of the transfer to it of the property; and, designates the vice president for business and fiscal affairs as the authorized representative of the Wright State University Board of Trustees to act for the university in this matter; and be it further  
RESOLVED that the vice president for business and fiscal affairs of Wright State University shall transmit copies of this resolution to the Wright State University Foundation.

Mr. Soin moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by roll call vote.

### **Capital Projects Status Report**

Wright State University has gone out to bid for the total package of Access Circulation Projects II and III, excluding the window wall from the bid. The bids received exceeded the allocated budget amount. Three items have been identified that were not part of the original program. The items added include: (1) an additional parking lot; (2) replacement of the large drainage pipe in front of campus and under Center Road; and, (3) widening of Center Road. These costs will be covered within the project by using the funds formerly earmarked for the edge treatment. The parking lot was requested by the Board of Trustees last June as a result of concerns expressed by students. The drainage pipe will be replaced due to the level of deterioration found upon visual inspection. To eliminate the bottleneck that occurs on Center Road when traffic backs up, the road will be widened. Two alternatives were discussed to address the project budget shortfall: (1) proceed with the project as designed; and, (2) redesign the project to reduce overall costs and retain funds for an edge treatment. Project redesign would postpone the project for one year. After discussion of both options, the committee recommended to move forward with the project including the three additions, leaving no funding for an edge treatment. The Campus Services Building is 50% complete; the roof is 85-90% complete. Rhecors has been awarded the Fawcett Phase IV renovation project, the rehabilitation of the basement of Fawcett Hall. This phase will complete the renovation of the entire building.

The Allyn Hall rehabilitation project interviews were conducted on March 24, 1998. The selection of the associate architect will be a joint recommendation from Wright State University and the State Architects Office.

### **D. Finance and Audit**

Mr. Diggs, chair, reported on the committee meeting of March 18, 1998.

### **Wright State University Foundation Update**

Fund balances by category, gifts received by source, gift total by category, expenditures by purpose, and, expenditure by fund were discussed. Highlights of the presentation are as follows:

- There are four categories of fund management. Those are unrestricted general, restricted accounts (have time limitations, i.e., scholarships, programs, and discretionary monies), endowments which are permanently invested funds, and endowment funded which is expendable money from endowments.

Unrestricted general funds are obtained from interest earnings on restricted funds, a 1% administrative fee on endowments, and unrestricted contributions from alumni and friends.

- Both national and Wright State University trends show more gifts are restricted by donors.

- The Foundation audit for FY '97 reported \$2.2 million in unrestricted funds, however, the actual unencumbered cash is less than one-half that amount.

- In terms of budgeted figures, \$500,000 will be given to the university for technical support. Half will be allocated from the FY '98 budget and the other half from next year's budget.

- With the adoption of the updated University-Foundation "Memorandum of Understanding," the Foundation's annual unrestricted allocation will double to over \$300,000 on June 30.

- Including the increased unrestricted support and technology funding, the Foundation's expenditures for Development/Foundation operations and other university support will be over \$900,000 for FY '98. Expenditures/transfers for scholarships and programs, provided by endowments and restricted funds, provide additional support.

- Mr. Duval asked the Foundation to provide support of \$300,000 for general scholarships through a combination of additional fund raising and unrestricted allocations. Projections show that the Foundation will have approximately \$900,000 in unencumbered money.

- For FY '97-98, the total Development budget is \$973,000; Foundation funds \$188,000 of this amount. Due to university budget reductions in recent years, the Foundation has assumed a greater portion of Development operations funding.

- The Foundation Board in June will increase equity exposure as part of its asset allocations review in order to maximize investment return.

- A telephone survey was conducted of nine Ohio public and other regional public universities. None had a comprehensive expenditure policy. All handled restricted funds on an "as requested" basis. Two of the nine indicated their unrestricted funds were transferred annually to the university. The other seven hold unrestricted funds in the foundation for expenditures as requested.

- Foundation policy provides 5% of endowment money annually to be expended for purposes stipulated by donors. There is a 1% management fee on endowments.

- Within the past two years interest allocations on restricted funds have been phased out.

### **FY '99/00 Budget**

The current status of FY '99 and FY '00 Current Funds Budget was reviewed. An update was given to the committee on how the university has worked diligently on the strategic planning process and how information from this process is linked to the budget process. Each vice president and dean developed unit action plans which are individual projects and activities that support the Strategic Plan. Information from these plans provided input for the biennial budget. Millions of dollars will be reallocated as a result of this process.

Administration is looking at \$7 million in reallocations and new revenue being generated during the first three years of the strategic plan from results of the aforementioned unit action plans.

The task of the Strategic Planning Budget Subcommittee has been to use the unit action plans to develop the university's biennial FY '98-'00 budget. Unit action plans were categorized according to programs that generate new revenues, those that will be self-funded (no central funding), and programs that will require funding outside of the college or division. The deans then prioritized their programs and also indicated which programs would generate enrollment. There are programs that appear to pay for themselves, and the subcommittee is looking for start-up monies for them.

A revised Budget Pro Forma was distributed for review. Highlights include the following:

-Enrollments at the Lake Campus and the main campus are projected to increase 1% each year. Subsidy is assumed to increase in FY '00 and FY '01 by a guarantee of 1%, however, the subsidy guarantee may not continue into the next biennium.

-Several tuition rate assumptions were discussed. Undergraduate tuition is expected to increase 4% annually for the main campus, 7% for graduate and 1.5% for the Lake Campus undergraduate. Each percent of difference between an undergraduate and graduate fee increase is equal to about \$70,000.

-Tuition rates will increase an additional 1% for technological enhancement for all graduates and undergraduates with the exception of the School of Medicine. It is proposed that, over the next two to three years, graduate tuition will reach the mid-level point in comparison with the other state universities.

-School of Professional Psychology professional fees will increase 3% with an additional 1% added for technical enhancement.

-Different levels of a salary pool are being considered for FY '99 and FY '00.

- Two hundred thousand dollars is needed for Library acquisitions in order to maintain purchasing power for what already exists.
- In order to fund up to 300 new graduate fee waivers, an additional \$725,000 is needed for the next three years.
- The 1998-99 state budget is final regardless of the May vote for an additional 1% sales tax.

### **1. Summer Quarter 1998 Student Fees**

A document entitled, "Full-Time Undergraduate Fee Comparison" was distributed. This chart lists fees charged by all Ohio universities over a 10-year period. In keeping with the Board's philosophy to keep fees at the mid point range compared to the other state universities, it will be necessary to increase fees. It was decided to increase Main Campus undergraduate tuition by 5% for summer quarter 1998, which includes 1% for technology.

Additionally, the university proposes to increase graduate tuition by 8% (including 1% for technology) in order to reach the mid point. The School of Medicine's proposed increase is 4% excluding the technology fee, and the School of Professional Psychology proposes to increase tuition by 4%, which will include the technology fee.

A document entitled, "Special Student Lab Fee," was distributed. The College of Engineering is one of the few to require its own instructional laboratories to plan for computing equipment replacement every two to four years and software changes every 12 to 18 months. The existing technology equipment is becoming obsolete. Approximately \$680,000 for student labs will be needed annually in order to perform scheduled upgrades to its lab computers and infrastructure. The college needs to provide a permanent and reliable source for planned renewal and replacement. In order to accomplish this, a fee of \$15 per quarter hour up to a maximum of \$100 per quarter is proposed, effective fall quarter 1998.

The following resolutions were presented to the full Board for its approval:

### **RESOLUTION 98-52**

#### **STUDENT FEE INCREASE**

**WHEREAS, it is imperative that the university maintain the quality of its educational programs; and**

WHEREAS, it is vital that the university work to maintain its accessibility to Ohio's population; and

WHEREAS, Wright State University's Board of Trustees' Resolution 92-4 proposed to establish tuition and fee levels which place the university no lower than the midpoint in the array of charges levied by Ohio's public four-year institutions; and

WHEREAS, the Ohio General Assembly has authorized fee increases; therefore be it

RESOLVED that main campus full-time undergraduate tuition and fees for summer quarter 1998 be increased over those for spring quarter 1998 by 4%; and Lake Campus full-time undergraduate tuition and fees for summer quarter 1998 be increased over those for spring quarter 1998 by 1.5%; and be it further RESOLVED that full time graduate tuition and fees for summer quarter 1998 be increased over those for spring quarter 1998 by 7%; and be it further RESOLVED that full time professional fees for the School of Professional Psychology for summer quarter 1998 be increased over those for spring quarter 1998 by 3%; and be it further RESOLVED that full time professional fees for the School of Medicine for summer quarter 1998 be increased over those for spring quarter 1998 by 4%; and be it further RESOLVED that this resolution supersedes 97-53, dated June 6, 1997. Mr. Diggs moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by roll call vote.

**RESOLUTION 98-53**  
**STUDENT FEE INCREASE**

WHEREAS, it is imperative that the university maintain the quality of its educational programs; and  
WHEREAS, it is vital that the university work to maintain its accessibility to Ohio's population; and  
WHEREAS, Wright State University's Board of Trustees' Resolution 92-4 proposed to establish tuition and fee levels which place the university no lower than the midpoint in the array of charges levied by Ohio's public four-year institutions; and  
WHEREAS, the Ohio General Assembly has authorized fee increases; and  
WHEREAS, the university recognizes the necessity and financial cost of technological enhancement; therefore be it  
RESOLVED that main campus full-time undergraduate tuition and fees for summer quarter 1998 be additionally increased over those for spring quarter 1998 by approximately 1%, and Lake Campus full-time undergraduate tuition and fees for summer quarter 1998 be additionally increased over those for spring quarter 1998 by approximately 1%, and be it further  
RESOLVED that full-time graduate tuition and fees for summer quarter 1998 be additionally increased over those for spring quarter 1998 by approximately 1%; and be it further  
RESOLVED that full-time professional fees for the School of Professional Psychology for summer quarter 1998 be additionally increased over those for spring quarter 1998 by approximately 1%; and be it further

RESOLVED that 1% of the undergraduate and graduate fee increase for main, Lake Campus and the School of Professional Psychology will be set aside to fund technological advancement, and be it further

RESOLVED that a technology fee of \$15 per credit hour up to a maximum of \$100 per quarter be assessed on all courses taught within the College of Engineering and Computer Science and be it further

RESOLVED that this resolution supersedes 97-53 and 97-54, dated June 6, 1997, and be it further

RESOLVED that revenues from this per credit hour fee be restricted in use to replacing computer equipment, teaching laboratories and general computer infrastructure supporting student education in the College of Engineering and Computer Science, and be it further

RESOLVED that all of the student fee increases as noted herein and attached and now before the Board of Trustees be and hereby are approved.

Mr. Diggs moved for approval. Mr. Schantz seconded, and the motion was unanimously adopted by roll call vote.

## **2. Approval of Contracts \$500,000 and Above**

The following list of contracts were reviewed. It was noted that the office supplies contract is to be bid and the term of the contract will could be up to three years. It was also stated that the ServiceMaster contract for the management of the physical plant operations will need to be extended one year. The following resolution was presented to the Board for approval.

### **RESOLUTION 98-54**

WHEREAS, in order for the university to conduct business on a day-to-day basis, and provide products and services in a timely manner, routine purchases must be made; and

WHEREAS, occasionally these expenditures exceed \$500,000; therefore be it RESOLVED that authorization is granted for the following contracts as submitted to this meeting be, and the same hereby is approved.

Contract

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Term of Contract</u>		
(To Bid)	Office Supplies	\$1,100,000	7/1/98 - 6/30/01	\$ 736,200	3/1/98 - 3/1/99
ServiceMaster	Custodial Services				

Mr. Diggs moved for approval. Mr. Palmer seconded, and the motion was unanimously adopted by roll call vote.

## **Investment Report**

The investments have increased since last December which is a normal occurrence. It was reported that externally managed investments are performing no better than the internally managed investments, partially due to the state of

the current fixed income market and lack of opportunity for much additional return. No action was required.

### **Other Business**

a. Employee Health Benefit Costs - Effective April 1, 1998, Delta Dental of Ohio will be the new dental insurance provider for university employees and their covered dependents. The change which will save the university approximately \$50,000 annually when compared to the bid from the current carrier, the Prudential Insurance Company. Delta Dental's contract with the university includes a guarantee of no premium rate increases for a minimum of 27 months through June 30, 2000. The new plan provides improved access for insured employees to contracting dentists through larger networks of dentists. The university will begin the third year of its three-year contract for health insurance coverage with United HealthCare of Ohio on July 1, 1998. Initial renewal information received for the 1998-99 policy year is that the university's costs for this coverage will increase by the 6.5% maximum increase provided for in our contract with United HealthCare. Without the contract limitations, the university's maximum exposure could have been a premium increase of 13% to 15% or more. Such an increase would have been based on the inflationary trend in medical costs and the expected amount of care to be received by our insured employees and dependents. The university continues its ongoing analysis of its medical benefits and costs in comparison to that of other employers. Beginning in September, the Ad Hoc Committee on Health Benefits led by Human Resources will study the benefits package and employee contribution levels.

b. Technology Funding Update - Funding from this project will come from three sources: (1) \$500,000 will be donated by the Wright State University Foundation; (2) \$500,000 will be obtained from existing funds; and, (3) the university will submit a proposal for up to \$1 million to the state of Ohio for technology funds.

c. Campus Edge - This portion of the Campus Master Plan will not be accomplished at this time. Three line items were added to the overall project which left no funds for construction for the edge treatment. The additions are: (1) construction of a new parking lot between Russ Engineering Center and the Medical Sciences Building; (2) widening Center Road; and, (3) replacement of the drainage pipe under Center Road. In order to construct the edge, it would be necessary to delay the entire project for one year. On-going alternative proposals for the window edge are being developed.

### **E. Student Affairs**

The Student Affairs Committee did not meet.

### **X. UNFINISHED BUSINESS**

None

## **XI. NEW BUSINESS**

A. AGB Conference - April 18-21, 1998, Nashville, TN

B. Budget Retreat - May 15, 1998

C. Next Board Meeting - Executive Session, June 4, 1998, Russ Engineering Center

Public Session, June 5, 1998, Ervin J. Nutter Center, Berry Room, 8:30 a.m.

D. Spring Commencement - June 13, 1998, Ervin J. Nutter Center Arena

## **XII. ADJOURNMENT**

The meeting adjourned at 6:50 p.m.