

**OFFICIAL PROCEEDINGS OF THE
ONE HUNDRED AND SEVENTY-THIRD MEETING
February 5-6, 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, February 5, 1998, 4 p.m., in Room E157 of the Student Union. Ms. Daisy Duncan Foster called the roll:

Present

Robert E. Buerger

Matthew O. Diggs, Jr.

Dodie Ditmer

Daniel W. Duval

Daisy Duncan Foster

Martin D. Jenkins

Thomas E. Palmer

Frederick W. Schantz

Absent

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 December 4-5, 1997, minutes be approved as submitted. Mr. Buerger 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 98-30

RESOLVED that the Wright State University Board of Trustees agreed to hold Executive Session on Thursday, February 5, 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. Schantz moved for approval. Mr. Diggs 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 Friday, February 6, 1998, 8:30 a.m., in the Berry Room of the Ervin J. Nutter Center. Ms. Daisy Duncan Foster called the roll:

Present

Absent

Robert E. Buerger

Rajesh K. Soin

Matthew O. Diggs, Jr.

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Dodie Ditmer

Daniel W. Duval

Daisy Duncan Foster

Martin D. Jenkins

Thomas E. Palmer

Frederick W. Schantz

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. PRESENTATIONS AND POLICY DISCUSSION

NURSING OUTREACH - ADVANCED PRACTICE NURSING

DEAN JANE SWART AND DR. MARGARET GRAHAM

COLLEGE OF NURSING AND HEALTH

The Nursing Center Without Walls is an exciting and innovative project that links service to under served persons in Ohio with the education of family nurse practitioner students in our graduate program. The program uses the Internet as the vehicle for distance learning courses that enables students to learn and practice in sites throughout Ohio.

Using a brief multimedia presentation, Dean Jane Swart and Dr. Margaret Graham, director of the college's Family Nurse Practitioner Program, described the initial development and evolution of the project, including its major contributions to the under served citizens of Ohio and to expanding the learning opportunities available to graduate students in the family nurse practitioner program. Examples of using distance learning via the Internet to support student learning were provided.

ED LINK 12

DEAN GREGORY BERNHARDT AND MR. JAMES TRENT

COLLEGE OF EDUCATION AND HUMAN SERVICES

Dean Gregory Bernhardt and Mr. James Trent from the College of Education and Human Services presented a multimedia presentation on ED LINK 12 (Educational Leadership Information Network K-12) which is a field-based organization designed to provide a vehicle through which Wright State University's College of Education and Human Services can work collaboratively and cooperatively with public school systems in focusing on continuous school improvement.

Three networks of school systems - West Central, Middle Cities, and Southwest Regional - whose 40 members stretch north to Findlay, south to Cincinnati, east to London, and west to Eaton, cover a 17 county area. Over 100 meetings are held annually where various groups of school personnel meet with Wright State faculty and staff to discuss topics of mutual interest with the expressed purpose of combining knowledge, skills, and resources that will enhance the educational opportunities of the 185,000 students served by ED LINK 12.

VIII. REPORT OF THE CHAIR

A. Early Retirement Plan

The following resolution was presented for the Board's approval:

RESOLUTION 98-31

Adoption of STRS Retirement Incentive Plan

WHEREAS, in July 1983 the Ohio General Assembly enacted Amended Substitute House Bill 410 which became effective on October 7, 1983, enabling Ohio public universities and colleges to establish retirement incentive plans for employees of their respective institutions who are members of the State Teachers Retirement System of Ohio (STRS); and

WHEREAS, Wright State University has developed a Strategic Plan for the years 1998 to 2003 and a retirement incentive plan will be beneficial to the success of this Strategic Plan; and

WHEREAS, the adoption of a retirement incentive plan will allow the university to move forward in its strategic planning; and

WHEREAS, it is in the university's best interests to offer a retirement incentive plan as early as possible; and

WHEREAS, Board of Trustees' Resolution 98-19 requested the Office of the President to seek input from the Faculty Senate, USAC, and CSAC concerning a recommendation for a specific retirement incentive plan; and

WHEREAS, the Office of the President also sought input from the Council of Deans concerning the best way to offer a retirement incentive plan while preserving academic quality; and

WHEREAS, the Board of Trustees took these recommendations into account in arriving at its decision concerning the offering of a retirement incentive plan; and

WHEREAS, adoption of such a retirement incentive plan will provide recognition and support for persons who have given many years of distinguished service to the university; now therefore be it

RESOLVED that, effective July 1, 1998, and continuing until June 30, 1999, the university will purchase service credit for eligible STRS members electing to retire under this plan, and further that the amount of service credit purchased by the university shall not exceed the lesser of three years or one-fifth of the individual's total service credited by STRS, the Public Employees Retirement System of Ohio, and the School Employees Retirement System of Ohio as of the date the eligible STRS employee elects to retire under this plan; and be it further

RESOLVED that to be eligible, an individual must be a Wright State University employee and a current contributing member of STRS and be eligible to retire after including the years of service credit to be purchased under the plan; and be it further

RESOLVED that an individual who is eligible and approved for participation in this plan must retire within ninety (90) days of notification that additional service credit has been purchased; and be it further

RESOLVED that the president and/or his designee(s) are authorized to promulgate rules and regulations necessary to put into effect the foregoing plan. Mr. Schantz moved for approval. Ms. Ditmer seconded, and the motion was unanimously adopted by roll call vote.

RESOLUTION 98-32

Adoption of PERS Retirement Incentive Plan

WHEREAS, in November 1986 the Ohio General Assembly enacted Amended Substitute House Bill 706 which became effective on December 16, 1986, enabling Ohio public universities and colleges to establish retirement incentive plans for employees of their respective institutions who are members of the Public Employees Retirement System of Ohio (PERS); and

WHEREAS, Wright State University has developed a Strategic Plan for the years 1998 to 2003 and a retirement incentive plan will be beneficial to the success of this Strategic Plan; and

WHEREAS, the adoption of a retirement incentive plan will allow the university to move forward in its strategic planning; and

WHEREAS, it is in the university's best interests to offer a retirement incentive plan as early as possible; and

WHEREAS, Board of Trustees' Resolution 98-19 requested the Office of the President to seek input from the Faculty Senate, USAC, and CSAC concerning a recommendation for a specific retirement incentive plan; and

WHEREAS, the Office of the President also sought input from the Council of Deans concerning the best way to offer a retirement incentive plan while preserving academic quality; and

WHEREAS, the Board of Trustees took these recommendations into account in arriving at its decision concerning the offering of a retirement incentive plan; and

WHEREAS, adoption of such a retirement incentive plan will provide recognition and support for persons who have given many years of distinguished service to the university; now therefore be it

RESOLVED that, effective July 1, 1998, and continuing until June 30, 1999, the university will purchase service credit for eligible PERS members electing to retire under this plan, and further that the amount of service credit purchased by the university shall not exceed the lesser of three years or one-fifth of the individual's total service credited by PERS, the State Teachers Retirement System of Ohio, and the School Employees Retirement System of Ohio as of the date the eligible PERS member elects to retire under this plan; and be it further

RESOLVED that to be eligible, an individual must be a Wright State University employee and a current contributing member of PERS and be eligible to retire after including the years of service credit to be purchased under the plan; and be it further

RESOLVED that an individual who is eligible and approved for participation in this plan must retire within ninety (90) days of notification that additional service credit has been purchased; and be it further

RESOLVED that the president and/or his designee(s) are authorized to promulgate rules and regulations necessary to put into effect the foregoing plan.

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

B. Introduction of 1997-98 Trustees' Scholars - Jason Wright and Rachel Rene Smith

Mr. Duval introduced Jason Wright and Rachel Rene Smith, the 1997-98 Trustees' Scholars and acknowledged them for their outstanding academic and community achievements.

Jason Wright is a first-year student and graduate of Elder High School in Cincinnati. Mr. Wright graduated as valedictorian of his class with a 4.0 grade point average. He was a member of the National Honor Society, Students Against Drunk Driving, yearbook committee, and the Key Club. A caring and committed young man, he tutored students in algebra, geometry, and chemistry, delivered food baskets during the school's food drive, participated in a program which winterized homes for the elderly, was involved in the Youth and City Government Program, served on the student council and chaired the service committee, and participated in varsity and intramural sports.

A recipient of numerous awards, Mr. Wright's notable recognition includes the Elder Tutorial Award; departmental awards in English, French, social studies, and religion; Altiora Scholarship; Bausch and Lomb Science Award; Farrell Memorial Scholarship for academics and athletics; and 1996 GCL Academic All-Star for soccer and Academic All-State team for soccer.

Mr. Wright is enrolled in Wright State's computer engineering program. In his 1997 scholarship essay, he wrote, "I will be very happy in a college environment. Because the university will provide me with the needed academic, social, and extracurricular experiences, I will use the upcoming years as a springboard to the future. However, while I am benefitting from the school, I hope to give something back."

Rachel Rene Smith is a graduate of Fairfield Senior High School in Fairfield, Ohio. Ms. Smith graduated with a 4.30 grade point average while balancing part-time employment and community service activities. Currently an organic chemistry major focusing on environmental or pharmaceutical applications, she has had very positive experiences with science fair research.

She was a member of the National Honor Society, Academic Team, general science, biology and chemistry teams in which the teams were highly ranked in statewide competitions, French Club, and Peer Tutoring. During her senior year, Ms. Smith was involved in forming a science club consisting of sophomores, juniors, and seniors who worked as mentors with middle school students interested in entering science fairs. The objective of the club was to encourage young people to become involved and interested in science by informing them of the many opportunities available to them. She also participated in varsity soccer and worked as a referee.

During her early years in high school, Ms. Smith became very interested in conducting research to create an all natural, environmentally safe pesticide using essential oils. She sought and received funding for her project from major corporations including Kodak, G.E. Lighting, Reynolds Metal Company, and R. J. Reynolds Tobacco Company, as well as from small local businesses. With her research, she became involved with science fairs and symposiums on the local, state, national and international levels.

Her numerous awards include: second alternate for the State Junior Science and Humanities Symposium, Outstanding Achievement Award from the College of Arts and Science at Miami University, Sigma Xi Student Research Paper Presentation Award, and National Merit Commended Student Award. In her essay she wrote, "My passion for the sciences along with experimentation and volunteer work have prepared and helped me determine my goals for the future. College is yet another stepping stone in attaining these objectives." Ms. Smith hopes to pursue a doctorate in chemistry.

C. Remembrance of Trustee Emeritus John Torley

Mr. Duval reported that on January 22, 1998, John F. Torley, Wright State University Trustee Emeritus, a local industrialist and prominent leader in greater Dayton business and civic activities, died at age 86.

Mr. Torley was a trustee of Wright State University from 1976 to 1985 and served as chair from 1984 to 1985. In addition to his service on the WSU Board of Trustees, Mr. Torley served on more than a dozen boards and as president and chief executive officer of Amcast Corp. A World War II veteran who retired as a commander from the U.S. Navy, Mr. Torley received the U.S. Air Force Exceptional Award, the highest honor given by the Air Force to a civilian.

IX. REPORT OF THE PRESIDENT

In Dr. Flack's absence, Dr. John Fleischauer summarized the Report of the President.

A. Status Report:

State Actions Influencing Fiscal Operations

Recent developments within the state government emphasize the tenuousness of the university's dependence on external funding for planning and operations. Specifically, the legislature has enforced a \$500,000,000 cap on the Regents request for capital spending during the next biennium. That cap, as applied to Wright State's capital request, has forced the removal of our \$2,000,000 request for technology equipment targeted for the implementation of Turnpike 2, the development of broad bandwidth capability that will allow more extensive use of the world-wide web in instruction and access to full-text resources of OhioLINK and other databases. The Office of the President has committed to

identify other resources to make up the \$2,000,000 loss in capital support so that the Turnpike project can be continued without interruption.

Another issue facing the university has been identified in the state's effort to develop a more equitable funding base for K-12 education. The Supreme Court has mandated the allocation of more resources, and the legislature is looking at options. The most recent option includes a combination of cuts in state government spending and a 1/2 cent income tax increase. The government spending cuts currently call for a reduction of .5% of higher education spending, which would result in a reduction in Wright State University's subsidy for the current spending period of about \$300,000. While this is not a drastic threat to university operations, such a subsidy reduction would make our strategic plan implementation all the more difficult and would offset some of the gains we have experienced through student enrollment increases.

Enrollment and Retention

Winter enrollment figures are up over last year by 2%. Graduate enrollment increased 1.8%, and minority enrollment increased 11%. The Lake Campus has seen another strong enrollment with an increase of 6.8%. Early indications for fall 1998 continue to be very positive. As of the end of January, freshman applications for the fall are up about 19%, and the number of financial aid applicants increased to more than 35%.

Efforts at student service enhancement and receptivity to visitors seem to be paying off.

Economic Impact Report

The Inter-University Council of Ohio, a coalition of the public universities, has recently released an economic impact statement showing the measurable economic contributions of Ohio's colleges and universities to the welfare of the state. The report has been released to the media, both in consolidated format and for individual universities. Wright State University, for example, generated an additional \$1.34 from other sources for each dollar the state invested through subsidies and appropriations. In addition, more than 3,000 jobs for Ohioans were attributable to Wright State, and through employee earnings, purchases, and events, WSU was responsible for adding over \$10,000,000 to state tax revenue. The point of the economic impact statement is to demonstrate the importance of higher education to our economy and the magnified adverse impact of potential reductions in the higher education budget. We contribute more than we cost, and reductions in support will only hurt the bottom line for the state of Ohio.

Faculty Leadership Support of Student Affairs' Events

The Office of the President was pleased to note the involvement of Faculty Senate leadership, particularly the participation of President-elect Robert Sweeney, in Student Government activities during the past few weeks. Dr.

Sweeney participated in the Student Government retreat at Hueston Woods and also at the newly developed Parents' Weekend, a first-time event which drew more than 200 parents, who packed the multipurpose room to learn more about the experiences and education of their students at Wright State. The weekend offered a variety of activities including a Raiders basketball game, a Parents' Association meeting and reception, a comedy showcase, and a coffeehouse in the residence halls. Mrs. Mignon Flack brought greetings on behalf of President Harley Flack, and Coach Ed Schilling offered the keynote address.

Development Activities

Through the end of January, \$3,516,665 or 88% of the FY '98 goal of \$4 million has been raised from 3,635 donors. Two major estate gifts of \$1 million each were received in December, both for scholarship endowments. Alumni and friends solicitation, the Campus Scholarship Campaign, and the annual Corporate Appeal are scheduled through June.

Alumni Activities

Homecoming '98 events for students, alumni, and friends are scheduled through February 8. Activities include a mystery dinner, spirit rally, Alumni Association awards banquet, women's and men's basketball games, and six college receptions.

Advancement Division Slated to Present at National Conference

Dr. Jack Fistler is a panelist during the fifth annual conference of the Coalition of Urban and Metropolitan Universities, February 22-24. A key focus of Dr. Fistler's presentation is sustaining fund raising programs at metropolitan universities. Dr. John Fleischauer and Mr. Wayne Peterson, director of Institutional Research, also will attend the conference in San Antonio.

National News Coverage for WSU Continues

The Chicago Tribune featured Dr. Wayne Carmichael, professor of biological sciences and the Brage Golding Distinguished Professor of Research, in an article on the rise in the dangers of algae. Columnist Ellen Goodman, from *The Boston Globe*, quoted Dr. Stanley Mohler, director of aerospace medicine, on the issues of age barriers. Dr. Mohler also was featured in *The Wall Street Journal*, *The Los Angeles Times*, and *The Buffalo News* concerning economy class syndrome. Cheryl Meyer, an attorney and an assistant professor of psychology, was quoted in *The San Francisco Examiner* in a story about the unabomber trial.

B. Acceptance of Gifts and Donations

The following gifts have been received and acknowledgments sent to the donors:

To the Physics Department

From: Motorola Corporation

Austin Semiconductor Products Sector
505 Barton Springs Road, Suite 100
Austin, TX 78704
Microelectronics PC Components
Estimated Value - \$478.32

To the Athletic Department
From: William D. Duncan

182 Hathaway Road
Dayton, OH 45419
Desktop Computer
Estimated Value - \$500

From: Paul E. Rybolt

4981 Cornerstone Trail
Yellow Springs, OH 45387
Panasonic 27" Stereo TV/VCR
Estimated Value - \$600

From: Shawn Schilling

4183 Country Glen Circle
Beavercreek, OH 45432
Christmas Tree and Decorations
Estimated Value - \$210

From: Robert M. Bick

536 Ramsgate Drive
Beavercreek, OH 45430
2- CTX 750 CS Laptop Computers & US Robotics 33.6 modem
Estimated Value - \$3,167.30

To College of Science and Mathematics:
From: Mr. James Elam, President

Belmonte Park Labs
11 East Main Street
Trotwood, OH 45426

DG MV1000 Computer System to Control the Finegan Mass Spectrometer
INCOS 50

The following resolution was submitted for the Board's approval:

RESOLUTION 98-33

RESOLVED that the gifts and donations listed above are hereby accepted.
Mr. Jenkins moved for approval. Mr. Schantz seconded, and the motion was
unanimously approved by roll call vote.

**C. 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

P. Bruce Berra, Ph.D., has been appointed Professor, College of Engineering and Computer Science, effective July 1, 1997.

Greg Braxton-Brown, E.D.S., has been appointed Instructor, Management, College of Business and Administration, effective January 5, 1998.

Emily E. Bucy, M.D., has been appointed Assistant Professor, Psychiatry, School of Medicine, effective January 12, 1998.

Daniel DeStephen, Ph.D., has been appointed Associate Professor of Communication and Director, Center for Teaching and Learning, College of Liberal Arts, effective November 1, 1997.

Etta R. Hollins, Ph.D., has been appointed Associate Dean and Professor, College of Education and Human Services, effective January 15, 1998.

Richard J. Koubek, Ph.D., has been appointed Professor, College of Engineering and Computer Science, effective July 28, 1997.

Richard C. Rapp, M.S.W., has been appointed Assistant Professor, Community Health, School of Medicine, effective July 1, 1997.

Steven M. Schenk, M.S., has been appointed Instructor, Management Science and Information Systems, College of Business and Administration, effective January 5, 1998.

Marcia Wendeln, M.S., has been appointed Lecturer, Biological Sciences, College of Science and Mathematics, effective September 1, 1997.

Xudong Zhang, Ph.D., has been appointed Assistant Professor, Biomedical and Human Factors Engineering, College of Engineering and Computer Science, effective January 5, 1998.

Faculty Separations

None

Unclassified Appointments and Changes

Larry S. Adams has been appointed Vending Manager, Vending Machines Operation, effective January, 1998.

Kathleen G. Beal, Ph.D., has been appointed Research Statistician, Institutional Research, effective November 17, 1997.

Cynthia F. Butler has been appointed Director of Advancement, School of Medicine, effective November, 1997.

James J. Carcutt has been appointed Computer Teaching Lab Manager, Inter-Disciplinary Teaching Lab, School of Medicine, effective November 10, 1997.

Kristan M. Collins, M.A., has been appointed Communications Manager, OhioLink, effective December, 1997.

George A. Ewing, Jr., has been appointed LAN Analyst II, College of Liberal Arts, effective December, 1997.

Donna L. Hamilton, B.A., has been appointed CWIS Administrator, Communications and Marketing, effective November 1, 1997.

John Horner, M.F.A., has been appointed Box Office Manager, Theatre Arts, College of Liberal Arts, effective October 20, 1997.

Richard E. Johns, M.A., has been appointed Director of Intensive English Programs, English Language and Literatures, College of Liberal Arts, effective December 22, 1997.

Joy Johnson, Ph.D., has been appointed Research Associate 1, Biological Sciences, College of Science and Mathematics, effective December 1, 1997.

J. Edward King, B.A., has been appointed Senior Programmer Analyst, Information Services, Computing and Telecommunications Services, effective December 1, 1997.

D. Timothy Lane has been appointed Research Associate 2, Community Health, School of Medicine, effective November 1, 1997.

Nancy H. Makley has been appointed Assistant to the Assistant Vice President for Business and Financial Services, effective September 1, 1997.

David Markey, B.S., has been appointed Network Engineer II, Telecommunication Services, Computing and Telecommunications Services, effective November 24, 1997.

Sheila M. Means, M.S., has been appointed Research Assistant, Pharmacology and Toxicology, School of Medicine, effective January 5, 1998.

Julie M. Miller has been appointed Executive Director, Grand Lake/Mercer County Research, Inc., Lake Campus--Administration, effective November 10, 1997.

Leona L. Miller, B.A., has been appointed Administrative Assistant, Information Technology Research Institute, College of Engineering and Computer Science, effective November 17, 1997.

Mai T. Nguyen, M.S., has been appointed Director, Asian/Hispanic/Native American Center, effective September 1, 1997.

Simone G. Polk, J.D., has been appointed Interim Director, Public Safety, effective December 13, 1997.

Lester L. Puckett has been appointed Assistant Manager, Custodial Services, effective December 27, 1997.

Nick Ritucci, Ph.D., has been appointed Postdoctoral Fellow, Physiology and Biophysics, School of Medicine, effective January 1, 1998.

B. Scott Rodgers has been appointed Head Women's Soccer Coach, Intercollegiate Athletics, effective December 19, 1997.

Eddie Sample, B.S., has been appointed Research Associate 1, Community Health, School of Medicine, effective December 1, 1997.

Jeffery W. Sellers, M.B.A., has been appointed Box Office Manager, Ervin J. Nutter Center, effective November 10, 1997.

Gwen P. Sloas, M.A., has been appointed Associate Director of Student Affairs, Student Affairs/Admissions, School of Medicine, effective November 17, 1997.

Vashire Y. Spears has been appointed Manager, Custodial Services, effective December 1, 1997.

Jesse J. Watson has been appointed Follow-Up Specialist, Community Health, School of Medicine, effective January 1, 1998.

Gail G. Whitaker has been appointed Business/Student Employment Manager, Career Services, effective January 1, 1998.

Ann M. Yoxtheimer has been appointed Administrative Coordinator, Professional Practice and Research, College of Education and Human Services, effective December 1, 1997.

Jeffrey C. Zentner has been appointed Computer Documentation Specialist 1, Computing and Telecommunications Services, effective January 5, 1998.

Unclassified Separations

Denise E. Abernathy, Research Assistant, Research Affairs, School of Medicine, effective November, 1997.

Thomas J. Bohn, Desktop Software Specialist, Computing and Telecommunications Services, effective December 26, 1997.

Gregory C. DeSalvo, Ph.D., Research Scientist, University Research Center, effective December, 1997.

Ross W. Dettmer, M.S., Research Scientist, University Research Center, effective December 22, 1997.

James W. Dock, M.Ed., Director, Office of Alumni Relations, effective November, 1997.

Thomas Jenkins, M.S.E.E., Research Scientist, University Research Center, effective December, 1997.

Bruce A. Lewis, M.S., Director, Public Safety, effective December 12, 1997.

Neil D. Mullins, B.S.C.E., Senior Construction Project Manager, Planning-Engineering and Construction, effective October 8, 1997.

John P. Osmon, B.S., Network Engineer, Computing and Telecommunications Services, effective December 5, 1997.

Tara J. Porczak, B.S., Communication Manager, OhioLink, effective December 3, 1997.

Emily Williams, M.A., Assistant Director, Undergraduate Admissions, effective January 9, 1998.

Steven R. Wise, Recruiter/Academic Advisor, Lake Campus--Student Services, effective November, 1997.

Classified and Unclassified Hourly Appointments and Changes

Marilyn A. Adkins has been appointed Senior Secretary, School of Medicine Administration, effective November 24, 1997.

Jo Ann Batty has been appointed Secretary, Teacher Education, College of Education and Human Services, effective December 29, 1997.

Charles J. Beckley II has been appointed Senior Secretary, Psychiatry, School of Medicine, effective December 27, 1997.

Patti E. Birchler has been appointed Student Employment Coordinator, Student Employment, effective January 1, 1998.

Edger A. Chamness, B.A., has been appointed Printing Technician, Printing Service, effective December, 1997.

George S. Collins has been appointed Accounting Clerk, Bursar's Office, effective December 15, 1997.

Eric E. Cooper has been appointed Custodial Worker, Custodial Services, effective January 5, 1998.

Kenneth J. Dunbar, B.A., has been appointed Secretary, Geological Sciences, College of Science and Mathematics, effective December 15, 1997.

Charlene Edwards has been appointed Secretary, Academic Affairs, School of Medicine, effective January, 1998.

Tanya C. Ellenburg-Kimmet, B.A., has been appointed Senior Library Technical Assistant, University Libraries--Dunbar Library, effective January 5, 1998.

Belinda P. Gest, M.Ed., has been appointed Financial Aid Specialist, Financial Aid, effective December, 1997.

Michael W. Glover has been appointed Athletics Groundskeeper, Grounds Maintenance, effective November 24, 1997.

Nathan P. Greaney has been appointed Library Technical Assistant, University Libraries--Central Service, effective December 22, 1997.

Leslie R. Hurst, A.A.S., has been appointed Secretary, Educational Leadership, College of Education and Human Services, effective November 17, 1997.

Sandra Alice Jones has been appointed Administrative Secretary, Pharmacology and Toxicology, School of Medicine, effective December 29, 1997.

Tamara M. Jones has been appointed Secretary, Social Work, College of Liberal Arts, effective January, 1998.

Charles N. King, B.S., has been appointed Teaching Associate, Family Medicine, School of Medicine, effective November 24, 1997.

David E. Lingo, M.S., has been appointed Teaching Associate, Family Medicine, School of Medicine, effective November 24, 1997.

Lowana G. Lummis has been appointed Administrative Secretary, Surgery, School of Medicine, effective November 1, 1997.

David D. Miller, A.A., has been appointed Maintenance and Repair Worker, Lake Campus--Plant Operations, effective October 27, 1997.

Christine M. Oliver, B.A., has been appointed Financial Aid Specialist, Financial Aid, effective December, 1997.

Kathleen M. Rainey, B.S., has been appointed Research Technician, Pharmacology and Toxicology, School of Medicine, effective January 1, 1998.

Jennifer R. Ramirez has been appointed Clerk/Receptionist, Professional Practice and Research, effective December 29, 1997.

Ann E. Silcox has been appointed Senior Library Technical Assistant, University Libraries--Central Service, effective December 15, 1997.

Carol L. Smart has been appointed Senior Secretary, Professional Psychology, School of Professional Psychology, effective November 15, 1997.

Alan S. Smith has been appointed Building and Fire Safety Monitor, Physical Plant, effective November, 1997.

Gina Lee Smith has been appointed Custodial Worker, Custodial Services, effective November 12, 1997.

Gloria C. Smith, B.A., has been appointed Office Assistant, Sociologists for Women in Society, Sociology and Anthropology, College of Liberal Arts, effective January 5, 1998.

Sandra L. Witter has been appointed Secretary, Army R.O.T.C., effective December 29, 1997.

Suzanne L. Zech has been appointed Secretary, Office of the President, effective December 13, 1997.

Classified and Unclassified Hourly Separations

Brenda Brandon, Library Technical Assistant, University Libraries--Fordham Library, effective October, 1997.

Jessica F. Camp, Financial Aid Specialist, Financial Aid, effective November, 1997.

Maria P. Garrison, Secretary, Army R.O.T.C., effective December 12, 1997.

Susan S. Howard, Senior Secretary, School of Medicine Administration, effective December 1, 1997.

Steven L. Krise, B.A., Research Staff, Psychology, College of Science and Mathematics, effective September 5, 1997.

James H. LeMaster, Grounds Maintenance Worker 2, Physical Plant, effective January 2, 1998.

April M. Logan, Student Employment Coordinator, Student Employment, effective November, 1997.

Peg Peterson, B.A., Office Assistant, Sociologists for Women in Society, Honors Program, effective October 31, 1997.

Christina M. Sommer, Senior Library Technical Assistant, University Libraries--Dunbar Library, effective December 19, 1997.

James J. Stewart, Jr., B.S., Research Lab Technician, Biochemistry and Molecular Biology, School of Medicine, effective December 5, 1997.
Theresa M. Subr, B.S., Research Technician, Psychology, College of Science and Mathematics, effective March 21, 1997.
Christopher R. Tomlinson, B.S., Research Assistant, Psychology, College of Science and Mathematics, effective December 19, 1997.
Howard D. Wooten, Police Officer 1, Public Safety, effective December 12, 1997.

Department Name Change

The Office of Public Relations has been changed to the Office of Communications and Marketing effective January 7, 1998.

RESOLUTION 98-34

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 approved by roll call vote.

D. Report on Investments

Dr. Fleischauer stated that since the last Board meeting, investments for October 31, November 30, and December 31, 1997, have been received. These reports have been distributed to the trustees and will be filed with the official Board of Trustees' records.

E. Ratification of Contracts and Grants

Dr. Fleischauer reported that since the last meeting of the Board of Trustees, \$1,448,987 in contracts and grants has been received. Since July 1995 Wright State University has served as the administrative agent for OhioLINK, the Ohio Library and Information Network. OhioLINK currently serves 56 institutions in the state through its integrated local and central catalogs, an on-line borrowing system, research databases, and document delivery services. Since the December 1997 Board of Trustees' meeting, Wright State University has received awards totaling more than \$2.5 million from the Ohio Board of Regents to continue support for these computer linkages.

The following resolution was submitted for approval:

RESOLUTION 98-35

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

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

X. REPORTS OF THE COMMITTEES OF THE BOARD

A. Academic Affairs Committee

Ms. Foster, chair, reported on the Academic Affairs Committee meeting of January 7, 1998. The following topics were discussed:

- **Faculty Senate**

The Faculty Senate reviewed the rationale for proposed changes in academic policies and program revisions in education bachelors degrees.

- **Strategic Planning**

Action plans have been submitted, and the Strategic Planning Council has interviewed deans and vice presidents. Subcommittees are meeting to review the action plans, focusing on how well each unit plan incorporates the following elements: (1) strategic indicators of strength and weakness; (2) program guidelines; (3) the nine strategic goals; and, (4) process improvement. The Strategic Planning Council will issue a "report card" to the campus community and trustees in February or March assessing the compliance of unit and division action plans with strategic plan priorities.

- 1. School of Professional Psychology Request for Posthumous Degree**

A recommendation from the School of Professional Psychology has been received to grant the Psy.D. degree posthumously to Ms. Caryn McGuire. At the time of her death, Ms. McGuire was a student in good standing and had completed all requirements for the Psy.D. degree with the exception of the clinical internship and the professional dissertation. The dean and provost support the granting of this degree.

RESOLUTION 98-36

WHEREAS, Wright State University shares with the family and friends in the loss of Caryn McGuire; and

WHEREAS, Ms. McGuire was a student in good standing at Wright State University; therefore be it

RESOLVED that the Wright State University Board of Trustees hereby approve granting the Psy.D. degree posthumously to Caryn McGuire.

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

- **College Awards/BOT Presentation**

Dr. Fleischauer suggested the following for future Board presentations:

OhioLINK; Service Learning Activities, Management Information Systems Practica (College of Business and Administration), Design Clinics (College of Engineering and Computer Science), and Regional and Dayton Public Schools Affiliations (College of Education and Human Services).

- B. Advancement Committee**

Mr. Palmer, chair, reported on the committee meeting of January 12, 1998. The following topics were discussed:

- 1. Memorandum of Understanding Between the University and the WSU Foundation--Revision**

A revised draft of the Memorandum of Understanding, based on the committee's suggestions at the November 12 meeting, was submitted. The memorandum, updating a 1983 document, is intended as a basic statement of the collaboration between the university and the Foundation and forms the basis for enhanced fund raising, fund investment/stewardship and expenditure agreements.

The memorandum will be reviewed by the Foundation's legal counsel, discussed at the Executive Committee meeting, and presented to the Foundation Board for approval at its March 6 meeting.

The following was the revised resolution for the Board's approval:

RESOLUTION 98-37

WRIGHT STATE UNIVERSITY

and

WRIGHT STATE UNIVERSITY FOUNDATION, INC.

MEMORANDUM OF UNDERSTANDING

This agreement is made between Wright State University ("University") and Wright State University Foundation, Inc. ("Foundation") and is intended to outline the collaborative relationship between the two parties.

WHEREAS, the university is an Ohio institution of public higher education; and,

WHEREAS, the Foundation is a nonprofit corporation under the laws of the state of Ohio and is a tax-exempt 501 (c)(3) charitable corporation under the federal Internal Revenue Code, for the sole benefit of the university; and,

WHEREAS, the Foundation is to solicit, receive, invest and manage philanthropic contributions, and has a fiduciary responsibility for prudent management and expenditure of its funds in accordance with the purposes of the Foundation and subject to restrictions, if any, by the donor; and,

WHEREAS, securing and managing private financial contributions necessitates a close collaboration of the university and Foundation; therefore be it

RESOLVED that the university and Foundation enact the following memorandum of understanding, superseding their 1983 agreement.

I. FOUNDATION ADMINISTRATION

The Foundation shall:

- (a) Receive, record and receipt all philanthropic gifts for the benefit of the university and provide continuing stewardship of funds received.
- (b) Purchase, sell, improve and lease real estate and/or personal property for the benefit of the university.
- (c) Provide prudent and effective management and investment of Foundation funds in accordance with investment policies approved annually.
- (d) Provide the university an annual unrestricted allocation in the amount of one percent (1%) of the value of the consolidated net assets of the Foundation,

or another amount determined annually by both parties, which in part provides reimbursement for the services of university staff directly supporting Foundation administration.

(e) Underwrite the Foundation's direct annual administrative costs through fees assessed on managed endowments, interest income on restricted current-use funds, and unrestricted contributions.

(f) Establish gift acceptance policies and procedures, and decline gifts for donor specified purposes which are found to be inconsistent with the university's best interests, mission and priorities.

The university shall:

(g) Provide the services of its vice president for university advancement to serve concurrently as president of the Foundation, and the services of an assistant secretary and assistant treasurer, to direct the operations of the Foundation, maintain all pertinent records, and maintain financial and accounting/audit procedures for the Foundation.

(h) Provide offices and technology support services related to the performance of Foundation operations, and provide at institutional rates (where applicable) access for auxiliary services including printing, mailing, audio-visual, event scheduling and related facilities.

II. UNIVERSITY DEVELOPMENT COORDINATION

(a) All fund raising activities in support of the university shall be coordinated by the university Development Office to maximize successful relations with potential donors. The Foundation shall support university Development in effective cultivation, solicitation and stewardship of donors.

(b) University policies regarding development coordination, and Foundation gift acceptance and fund management policies, shall foster effective relations with current and potential donors.

(c) The Foundation will supplement the university Development budget for special projects, fund raising costs and salaries. Such amount will be budgeted and approved annually by the Foundation.

(d) The university president shall maintain an effective liaison with the Foundation regarding university strategic directions and priorities for private financial support.

(e) The university and Foundation shall maintain a collaborative reporting relationship on academic programs, financial status, fund management and investment policies to enhance donor relations.

III. UNIVERSITY SUPPORT

(a) The Foundation shall maintain unrestricted funds to support priority university academic programs and special projects. The university president shall confer annually with the Foundation on unrestricted funds available for distribution and recommend programs and projects to be supported. Foundation

allocations for such purposes as scholarships, special projects and discretionary funds are approved annually and are closely monitored.

(b) All endowment funds and restricted current-use funds are maintained in accordance with Foundation policies and expended according to donor designations for the benefit of the university.

IV. OTHER POLICIES:

(a) All other relationships of the Foundation and university not specified herein shall be determined by consultation of the university president and the university Board of Trustees Advancement Committee, for discussion with the university and Foundation boards.

(b) The university and Foundation will be subject to and comply with all applicable federal and state statutes and regulations in fulfilling the terms and conditions of this agreement.

This Memorandum of Understanding is executed by the university and Foundation through actions of their respective Boards of Trustees.

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

• Campaign Planning Update

One of the key recommendations from Grenzebach Glier & Associates is to form an external "Campaign Planning Advisory Committee." The purpose and objectives of the proposed committee, and the planning activities that continue in the president's absence were highlighted. The committee endorsed forming the advisory committee under the auspices of university and Foundation Board leadership.

• Development Progress Results

During the month of December, two gifts of approximately \$1 million each were received. Total development results, as of December 31, 1997, are over \$3.3 million toward our goal of \$4 million.

• Alumni Relations/Alumni Association Update

Alumni activities from October 1997 through June 1998 were reviewed. The activities are focused on bringing alumni back to campus and connecting them with the university, the deans and colleges. The post-ceremony reception for graduates and families, now an Alumni Association activity, held at the December 1997 commencement was very successful. Homecoming '98 is scheduled for February 1-7.

The search for a new director of alumni relations continues. It is anticipated that the position will be filled by the end of January.

It was reported that survey data indicate our alumni relations office is both understaffed and underbudgeted, compared to similar institutions. The office is budgeted for a director, one assistant director and secretary. Betsy Brown, president of the Alumni Association, outlined some of the concerns and

problems the office has experienced in managing the workload and servicing priority initiatives for alumni involvement. Following a lengthy discussion, the committee confirmed Alumni Relations/Alumni Association as a high priority for WSU and endorsed additional university investment to support that program.

• **Other Reports**

• **Ohio State Auditor's Relation to University Foundations-** The university is continuing to monitor, through IUC, the issue raised again regarding the State Auditor's jurisdiction of institutionally related foundations. A statewide meeting of foundation chairs and/or executive officers, and other IUC president designees is being considered to discuss foundation relationships with the State Auditor, implications of the issue to fund raising and investment management, and FASB guidelines on the legal relationship of institutionally related foundations to their university. An update will be given at the next committee meeting.

• **Institutional Marketing-**Implementation of the marketing plan, developed by Edward Howard & Co., is underway. Selection of an outside advertising agency will be completed in January, with development of themes and creative design to follow. An interim advertising plan to support student recruitment and university promotion has been prepared.

C. Building and Grounds

In Mr. Soin's absence, Mr. Jenkins reported on the committee meeting of January 8, 1998.

• **Capital Projects Status Report**

An update of the capital projects status report was presented.

The new academic building project bid came in roughly \$750,000 under the estimate. A new tunnel with access to the Medical Sciences Building has been included in the project without changing the project schedule. Only one room in the basement of the Medical Sciences Building will have to be relocated. Building construction status: the foundation wall is 95% complete, structural steel is 35% complete.

The Campus Services Building is on schedule. Construction is at a point that the full impression of the building can be seen.

The technology infrastructure project construction is complete. Hook-up of the facilities is 90% complete. Vice President Achterman received a verbal report from the office of student services that over 100 students have signed up to meet with CaTS personnel for a one-hour training and installation session.

The final documents are under review for the water detention facility.

The pedestrian bridge has been erected; the railings need to be installed.

Electric conduit has been installed, underground conduit to connect College Park has been completed, and the lighting is ready to be connected.

- **Overview of Utility Savings**

Mr. John Howard, manager of Energy and Process Improvement, stated that our first objective was to confirm our commitment to the United States Environmental Protection Agency Energy Star Buildings Program, which was created to help organizations conserve energy and prevent pollution by upgrading lighting, heating, cooling and ventilation systems. The lighting upgrade was the first phase of the program. There are currently 17,500 fluorescent lighting fixtures on the main campus. Survey results conveyed in August revealed that about 65% of these have been upgraded with energy efficient lighting components. This was primarily accomplished through earlier energy rebate programs, which resulted in more than \$400,000 in energy savings and credits at the end of the last fiscal year. Analysis of energy bills and other data indicate that to complete the campus-wide retrofit will require an additional investment of \$220,000 and will yield an annual savings of \$218,000. When complete, this reduction in energy avoids air pollution in the amounts of 1,673 tons of carbon dioxide, 17.5 tons of sulfur dioxide and 6.3 tons of nitrogen oxide annually, all of which contribute to the greenhouse effect and acid rain. These points made the Green Lights Program an easy choice for an investment opportunity. The project began last September, with a projected completion date of January 31, 1998. This will also mark the milestone for completion of the first phase of the Energy Star Buildings Program. The development of new technology in 1992 of electronic ballasts, new lamps, and T8 lighting (which is quite a bit smaller and uses less energy than the old T12 lighting) saved approximately 16 watts per ballast for each replacement and about 4 watts per tube replaced. Future projects under consideration include campus-wide electric motor upgrades, peak shavings, occupancy sensors for classrooms, and self-dimming lighting systems.

- **Capital Budget Update 1999/2000**

It was reported that the state capital funding for 1999/2000 had not been finalized. The latest budget estimate is based on a total state higher education capital bill of \$347,000,000. There is continued discussion that this figure could be reduced to \$200,000,000, depending on funding availability for the K-12 schools. A summary outlining our six-year capital funding request, the amount recommended by the Ohio Board of Regents (OBR), and the variance was distributed. At this time, the OBR is advising WSU that the next three biennial capital budgets will be funded at a lesser figure than in past biennia. The OBR strongly recommended that Board of Trustees members contact state and local representatives to lobby for additional funds. A list of potential contacts was discussed. Capital funding history for at least the past six years, with three or four talking points that Board members can convey to the representatives, will be provided. One point of note is that our request for capital dollars will not

include construction of new buildings but is needed to bring existing buildings into code compliance.

D. Finance and Audit

Mr. Diggs, chair, reported on the committee meeting of January 30, 1998.

• Endowment Fund Performance Review

The performance evaluation report for the period ending December 31, 1997, was discussed. A brief overview of the market was presented showing the impact of the performance on our portfolio. Overall the stock market was up significantly in 1997. Large capitalized stocks have outperformed small company stocks. It was pointed out that when there has been a period of strong out-performance of large cap stocks, it could be prudent to diversify the portfolio into some smaller cap issues, so this could be an opportune time for the university.

National Asset Management managed the assets throughout the year in a balanced manner. They matched the index for the quarter; the one year performance did slightly trail the target index during that period. The policy restraints are being adhered to.

During the month of January 1998, the endowment funded a 10% small cap portfolio with two funds and a 10% portfolio with an international equity investment manager. A brief profile of Cramer Rosenthal & McGlynn, Inc. and Acorn USA (two small cap managers) and Lazard Asset Management (international equity investment manager) was presented.

1. Dental Insurance Contract

In the fall of 1997, the ad hoc committee on dental benefits met with representatives from human resources and purchasing to develop a Request for Proposal (RFP) for dental coverage for university employees and their families. (Recommendations are filed in the Office of the Board of Trustees.) The RFP was sent to 14 groups; 6 of the 14 submitted proposals. After a review of the proposals and presentations from three of the carriers, the committee unanimously recommended the Delta Dental Plan.

Highlights of the proposal are:

- Annual cost is approximately \$568,526 versus the current Prudential program of approximately \$593,775 (with no rate guarantee past 6/30/98).
- Delta Dental Plan premium rates are guaranteed not to increase for 27 months.
- A significantly larger network of managed dental care dentists will be offered as well as a significantly larger network of Preferred Provider Organization dentists.
- Most employees' out-of-pocket costs for dental services will be the same or lower.

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

RESOLUTION 98-38

WHEREAS, Wright State University provides for its employees and their insured dependents a dental insurance program; and
WHEREAS, the university administration has determined through a competitive bidding process that a new carrier will provide dental coverage which best meets the needs of university employees and insured dependents on a cost-effective basis; therefore be it

RESOLVED that the university is authorized to enter into a contract with Delta Dental Plan of Ohio for dental coverage for its employees and their dependents for a period from April 1, 1998, through June 30, 2000; and be it further

RESOLVED that this contract is to be at a cost not to exceed \$1.35 million for the 27-month period of the contract; and be it further

RESOLVED that the president and/or his designee(s) are hereby authorized to act for and on behalf of the university in taking all actions necessary to implement the provisions of this resolution.

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

- **Business Impact Analysis**

In an audit two years ago, Deloitte and Touche recommended that a business impact analysis be performed. The analysis is basically the business impact analysis phase of an overall business continuation planning process in the event of a catastrophe. Mr. Phil Neff, associate director, CaTS, has been heading this project for two years. This year a great deal of work in a number of areas was accomplished, but most of the emphasis was directed towards the departmental areas. In order to develop the campus-wide plan, it is necessary to get more information on what departments do and what they need. Last year, all emergency response personnel were identified from business and fiscal affairs, CaTS and the School of Medicine. This designation appears on identification badges.

Legitimate fire alarms generating false alarms in other buildings were discussed with physical plant. Physical plant is in the process of upgrading fire alarms on campus.

There has been electrical and computer wiring done in the Emergency Operation Center; however, there is lack of power in the existing generator located in Allyn Hall. This problem will be taken care of with the renovation of Allyn Hall.

The tornado response plan should be completed by the end of March 1998. Guidelines for Department Emergency Plans were distributed. Mr. Neff is currently working with 10 departments in business and financial services to develop departmental plans: accounts payable, budget planning, bursar's office, central stores and lab stores, ESPM, general accounting, Nutter Center, purchasing, student loan collections, and vending. Yearly updates will be

required. A CaTS plan is being developed. CaTS renegotiated with COMDISCO for a mobile facility with improved service. At this time, CaTS does not have a generator but is in the process of determining the type of generator needed. Public safety will be the first student affairs department to complete a plan.

Business impact analysis forms were distributed to the president's office. With assistance from Roberta Boyd, John Bale and Tom Brookey (business managers from Liberal Arts, School of Medicine and College of Business), a business analysis form was developed for academic units.

A plan for emergency preparedness was implemented for laboratory animal resources.

- **Year 2000 Preparedness**

Progress of work for the year 2000 was discussed. Presently an awareness survey has been issued to the entire campus with results due by February 6, 1998. Workshops will be conducted for departments to identify and plan the year 2000 efforts. CaTS will use the University Technology Committee to follow-up with departments and colleges since there are a number of faculty members on the committee. The assessment of major university systems is being carried out. It has been confirmed that the environmental control systems, fire protection/detection systems and telephone switch are compliant. They are in the process of evaluating elevator control systems and university security systems. Twenty percent complete with conversion and upgrading of main university computer applications. A consultant, Computer Technology Solutions, has been hired to help analyze survey results and conduct the workshops.

2. Purchasing Bid Limits

The primary purpose of a change from a \$10,000 bid limit on goods, services and construction to \$25,000 is basically to allow flexibility in time-sensitive areas/purchases, specifically in physical plant and the printing area. Our policies have not been updated since July 1989. Section two of the resolution provides unilateral authority to the president and vice president for business and fiscal affairs to not adhere to competitive bidding for consulting services, legal services, advertising services and employment services.

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

RESOLUTION 98-39

WHEREAS, the purchasing department of Wright State University, in support of continuous quality improvement (CQI), desires to periodically review and enhance purchasing policies and procedures necessary to operate in an efficient manner; and

WHEREAS, it is the present policy of Wright State University to solicit competitive bids in making purchases for goods, services, and construction in

excess of \$10,000, as described in Wright Way Policy No. 5401, "Purchasing From External Vendors." Due to economic changes in the marketplace over the years, it has become necessary to recommend revising of bidding limits; and WHEREAS, Ohio Inter-University Council (IUC) colleges and universities were recently surveyed to determine if Wright State is currently in line with bidding thresholds applied by other institutions in the state of Ohio and the results are in Exhibit A; therefore be it

RESOLVED that the Board of Trustees hereby revises purchasing policy to reflect the following, effective immediately:

1. Except as provided below, all goods (including equipment, materials, and supplies), services (labor other than construction), and construction, shall be purchased through solicitation of competitive bids or proposals except where such requirements are purchased pursuant to Sections 4115.31 to 4115.35 and 5147.07 of the Ohio Revised Code, or by future enactment of legislation, or where the amount of such purchases for goods, services, or construction, or any combination thereof is less than \$25,000. The threshold amounts, notwithstanding, the purchasing department reserves the right to solicit competitive bidding or proposals for purchases below this threshold if it is determined to be in the best interest of the university and may result in value-added impact for the resources required to conduct the bidding process.

Advertising for requirements estimated to be in excess of the competitive bid limits for "goods and services" shall be at the discretion of the director of Purchasing. Advertising for "construction contracts" shall be advertised in accordance with ORC 153.07 in local newspapers.

In the event a purchase requirement, regardless of dollar amount, is determined to be only available from a "sole source," by the person responsible for requesting such goods or services, a "sole source justification" shall be completed by the requisitioner, signed, and attached to the requisition for purchase and forwarded to the purchasing department. The purchasing agent may concur and maintain the justification for future reference, or may determine to research and conduct competitive bidding. Contracts shall continue to be awarded to the lowest most responsive and responsible bidder. Only the president, vice president for business and fiscal affairs, assistant vice president for business and financial services, and the director of purchasing, or their designees, shall have authority to sign contracts binding the university for the purchase of goods, services, and construction. However, site license agreements for computer software may be signed by the department receiving the software to allow for on-site auditing of use as typically required throughout industry.

2. The president and/or the vice president for business and fiscal affairs or designee, is authorized on behalf of the university, on a continuing basis, to

acquire consulting services, legal services, advertising services, and employment services without competitive bidding as deemed to be in the best interest of the university. Such services are highly specialized with each service provider having expertise in specific areas, therefore, such services shall be viewed as "sole source." Requirements for architectural engineering design services estimated to be in excess of \$25,000 shall continue to be bid according to Ohio HB 297 and shall not be waived from competitive bidding unless mandated by legislative order.

Attachment - Exhibit A is filed in the Office of the Board of Trustees Mr. Diggs moved for approval. Mr. Palmer seconded, and the motion was unanimously adopted by roll call vote.

- **Investment Reports**

The investment reports for October, November and December 1997 were reviewed. It was noted that the format was changed to reflect external investment managers. Monies were not provided for investment until late in the month; therefore, as of December 31, 1997, a lot of the monies were in money market accounts. Overall level of investment remains constant.

- **Other**

a. Second Quarterly Budget: A series of schedules detailing the university's quarterly budget for the period ending December 31, 1997, (Attachment C) was distributed. Quarterly budgeting has been widely accepted by managers campus-wide and has proven to be beneficial. Through the quarter ending December 31, 1997, the university has a favorable net increase to fund balance over-budgeted amounts. The net favorable variance is approximately \$2,500,000.00.

b. State Higher Education Budget: Attachment D shows projections of a potential .5% cut from the state for instructional subsidies for FY '99. Final determination of state funding for FY '99 has yet to be decided, but most likely will impact higher education.

c. Student Fees: Attachment E was distributed showing student fees. WSU is at the mid-point of all state institutions in 1997-98 instruction and general fees (in-state undergraduate tuition).

Attachments C, D and E are filed in the Office of the Board of Trustees.

E. Student Affairs

Ms. Ditmer reported on the committee meeting of January 22, 1998.

- **Student Government President Report**

Richard Garrett reported on Student Government (SG) representatives' attendance at a leadership conference in Richmond, VA on January 8 - 11. SG's winter retreat is scheduled for January 23 and 24 at Hueston Woods.

Organizational goal setting will be addressed by Dr. Dan Abrahamowicz and Dr. Robert Sweeney.

Ms. Lynn Rapp announced that the House Bill regarding student trustee voting rights passed the state House of Representatives and will be reviewed by the Senate. There will be a gathering of Student Government representatives from state-supported universities at the State House on February 14 to discuss with the Governor potential budget cuts to higher education.

• **Vice President for Student Affairs & Enrollment Services**

Residence Hall Facilities - Dan Bertso, director of residence services, presented a campus housing status report which included an overview of residential facility growth and the increasing demand for housing. It is anticipated that housing applications for fall of 1998 will exceed last year's figures. The assignment process for new and returning students was explained, along with potential strategies for managing demand for FY '98 and beyond. He also provided an update on the installation of computer wiring and the addition of a computer lab in Hamilton Hall. It was also noted that the pedestrian bridge construction project should be completed in February.

Increase in Financial Aid Recipients - Dave Darr, director of financial aid, summarized financial aid recipient data which compared number of recipients and dollars awarded during the academic years of 1996-97 and 1997-98. There has been a tremendous increase in students receiving financial aid. A total of 9,343 WSU students are receiving financial aid this year compared to 8,571 students last year. There was concern expressed about the fact that the biggest increase in aid is in the loan area. For students who borrow and remain in school for five years, the average debt upon graduation is \$24,000. Growth in this debt level is expected to continue as state and other support declines.

Public Safety Update - Simone Polk was introduced as the interim director of public safety. Public safety is upgrading and increasing its video scanning in the residence hall communities. Ms. Polk announced that the department is partnering with other area law enforcement agencies (Ohio Highway Patrol and Greene County Sheriff's Department) to address ongoing investigations, including a theft from the Nutter Center Box Office and the stabbing of two students last November. She reported that both students continue their recovery and are currently enrolled in classes.

Other Discussion - There was some general discussion of student concerns about tutoring services.

XI. UNFINISHED BUSINESS

None

XII. NEW BUSINESS

A. Next Board Meeting - April 2-3, 1998

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

C. WSU Homecoming '98 - February 1-8, 1998

XIII. ADJOURNMENT

The meeting adjourned at 10:15 a.m.