

The State Board of Regents met at Iowa State University, Ames, Iowa, on Wednesday, December 19 and Thursday, December 20, 1984. Those present were:

<u>Members of the State Board of Regents</u>	<u>December 19</u>	<u>December 20</u>
Mr. Brownlee, President	All sessions	All sessions
Mrs. Anderson	All sessions	All sessions
Mr. Duchon	All sessions	Excused
Dr. Harris	All sessions	All sessions
Mrs. Jorgensen	All sessions	All sessions
Mr. McDonald	All sessions	All sessions
Mrs. Murphy	All sessions	All sessions
Mr. Neu	All sessions	All sessions
Mr. Van Gilst	All sessions	All sessions
 <u>Office of the State Board of Regents</u>		
Executive Secretary Richey	All sessions	All sessions
Director Barak	All sessions	All sessions
Director Volm	All sessions	All sessions
Director Wright	All sessions	All sessions
Assoc. Dir. Runner	All sessions	All sessions
Ms. Peters, Secretary	All sessions	All sessions
 <u>State University of Iowa</u>		
President Freedman	All sessions	Exc. 11:30 a.m.
Vice President Ellis	All sessions	Exc. 11:30 a.m.
Vice President Remington	All sessions	Exc. 11:30 a.m.
Associate Vice President Mahon	All sessions	Exc. 11:30 a.m.
Associate Vice President Small	All sessions	
Assistant to President Mears	All sessions	Exc. 11:30 a.m.
Director Stork	All sessions	Exc. 11:30 a.m.
Director Jensen	All sessions	Exc. 11:30 a.m.
 <u>Iowa State University</u>		
President Parks	All sessions	All sessions
Vice President Christensen	All sessions	All sessions
Vice President Madden	All sessions	All sessions
Vice President Moore	All sessions	All sessions
Assistant to President Crawford	All sessions	All sessions
Director Lentz	All sessions	All sessions
 <u>University of Northern Iowa</u>		
President Curris	All sessions	Exc. 11:35 a.m.
Provost Martin	All sessions	Exc. 11:35 a.m.
Vice President Conner	All sessions	Exc. 11:35 a.m.
Assistant to President Voldseth	All sessions	Exc. 11:35 a.m.
Director Kelly	All sessions	Exc. 11:35 a.m.
Director Stinchfield		Exc. 11:35 a.m.
 <u>Iowa School for the Deaf</u>		
Superintendent Giangreco	All sessions	Exc. 11:41 a.m.
 <u>Iowa Braille and Sight Saving School</u>		
Superintendent DeMott	All sessions	Exc. 11:36 a.m.
Business Manager Berry	All sessions	Exc. 11:36 a.m.

GENERAL

The following business pertaining to general or miscellaneous items was transacted on Wednesday, December 19 and Thursday, December 20, 1984.

Regent Duchen was excused from the meeting on Thursday, December 20.

APPROVAL OF MINUTES. The minutes have been submitted for the board meeting of November 14-15, 1984, and for the Long-Range Planning Seminar for the University of Northern Iowa on September 19, 1984. The minutes were approved as distributed by general consent of the board. President Brownlee stated that any additions or nonsubstantive changes could be turned in to the secretary.

INTERINSTITUTIONAL COMMITTEE ON EDUCATIONAL COORDINATION. a. Renaming of Industrial Technology Program, University of Northern Iowa. It was recommended that the board approve the request from UNI to revise its program "Industrial Technology" and to rename it "Manufacturing Technology."

The Board Office explained that in May 1984 UNI submitted its annual curriculum changes to the board. The board referred this item to the Interinstitutional Committee and the Board Office for review and recommendation. The Interinstitutional Committee, after negotiating several changes with the university, is now recommending approval of this proposed change. The university has offered a major in Industrial Technology since the late 1960's. The program is now placing more emphasis upon manufacturing technology and no longer consists of a broad program with numerous technical concentrations.

The Department of Industrial Technology has been progressively developing specific technology majors for the degree of Bachelor of Technology. These majors have started as concentration areas on the Industrial Technology major. Presently, two of these majors are in place -- Construction Technology and Power and Energy Technology. This year, a third major is being recommended, Manufacturing Technology; and it is further recommended that the parent major -- Industrial Technology -- be dropped. Associated with this major are other proposals, such as new courses and modifications of existing courses.

This proposal will have costs, as indicated by the university in its original request for this change. Approximately \$40,500 the first year, \$23,000 the second year, and \$2,600 the third year in increased expenditures will be necessary for this program. These funds will presumably be obtained through donations and/or contributions and grants in the areas needed.

The program does not duplicate any existing offerings at the other universities in Iowa.

Motion:

Dr. Harris moved that the board approve the action as recommended. Mr. Neu seconded the motion, and it passed unanimously.

b. Report on Academic Program Duplication. It was recommended that the board receive the report on academic program duplication and approve the incorporation of the "Principles and Standards for Program Duplication" into the Regents policies on program review.

Vice President Remington stated that the Interinstitutional Committee has been discussing the issue of program duplication for several months at the direction of the Board of Regents. The committee and the Board Office have developed a report on Academic Program Duplication. The report consists of three parts: an Introduction, Principles and Standards for Program Duplication, and Program Distribution in the Regent Universities. The first section provides an introduction to the issue of program duplication. It notes that the Regents are presented from time to time with issues of overlap and duplication in programs at the Regent universities. It indicates that a rational basis for policy-making would assist the Regents in the consideration of new or revised program proposals. It indicates that the institutions also need such a basis in order to assist in program development and implementation.

The second section of the report contains "Principles for Program Duplication." Noting that program overlap or duplication cannot be evaluated in absolute terms, the report indicates that some duplication is desirable, appropriate, and essential, while other duplication is inappropriate. It is suggested that policy decisions concerning the appropriateness of new programs or the expansion of existing programs that appear to duplicate activities in other institutions should be based on specific considerations. Below are the eight considerations suggested in the report:

1. Does the institution have personnel, facilities, and equipment adequate to establish and maintain a high quality program or should the program be located in another institution where adequate resources are available?
2. Does student demand for the proposed program justify its development or expansion?
3. Do adequate employment opportunities for graduates exist, and is it likely that they will continue to exist?
4. In field in which one university already offers a substantial program, but in which another university is proposing a new or expanded program, could the first institution reasonably accommodate the necessary expansion or would its resources and facilities be so taxed that such an expansion would reduce educational quality?

5. Would a comparable program development or expansion at the first university (see point 4) require new capital construction producing a higher cost alternative to that proposed?
6. Would the proposed development enhance other programs already in place at the university?
7. Is the proposed program consistent with the institutional mission statement?
8. Do independent colleges in Iowa offer programs similar to those proposed and at comparable quality and cost?

The third section of the report contains a discussion of program distribution in the Regent universities. It notes that there are certain basic fields of study which all three universities should offer at least at the undergraduate level. This would include the arts and sciences, business and education. It also notes that there are exclusive institutional programs that should be offered only at one institution. The report notes that other programs should be offered at two of the three universities, but not at all three. Suggestions for programs that might fit in these various categories are noted in the report. The report also provides rationale for the existence of engineering programs both at ISU and SUI.

Also a part of the report is a "Taxonomy of Academic Programs at the Regent Institutions." The taxonomy shows the areas in which more than one institution offers a given program.

President Brownlee stated that this is an exceedingly worthwhile effort and will be very useful not only to the board but will serve as an explanation to those who raise the question of duplication in the future.

Motion:

Mr. McDonald moved that the board approve the action as recommended above. Mr. Duchon seconded the motion, and it passed unanimously.

c. Annual Reports of Tenure. It was recommended that the board receive the reports on faculty tenure policies and practices. President Brownlee stated that the board would review the tenure reports from each university in conjunction with the Board Office summary analysis.

The tenure reports included information on staffing patterns by institution, college, department, rank, sex, minority status, and full-time/part-time status. In addition, the tenure considerations also include concerns of institutional vitality, faculty quality and institutional history, project enrollment trends, patterns of enrollment by college or discipline and changing retirement policies.

The Board Office noted the following highlights:

- The percent of total faculty tenured at the Regent universities remains below national averages.
- The percent of total faculty with tenure has increased at all three universities.
- The percent of tenure-track faculty with tenure has increased at all three universities.
- The percent of nontenured faculty not on tenure-track has shown an increasing trend at all three universities over the last eight years.
- The percent of departments with 70 percent or more of tenure-track faculty tenured has increased at SUI, remained steady at UNI, and decreased at ISU.
- Minorities as a percent of tenure-track faculty have decreased at SUI, increased at ISU, and remained the same at UNI.
- Minorities as a percent of tenured faculty have decreased at SUI and increased at ISU and UNI.
- The percent of women faculty in the tenure track with tenure has increased at SUI and UNI and remained the same at ISU in 1984-85.
- The number and percent of departments with 90 percent or more of total faculty tenured has increased or remained the same at all three universities.

The Board Office reported that a survey conducted in the 1970s revealed that tenure plans were in effect at all public and private universities and public four-year colleges nationally. The situation remains essentially unchanged today, except that the socio-economic circumstances have put new strains on the system of academic tenure. It also appears that the concerns about educational quality also are having an impact on tenure. Eligibility for tenure is now more difficult to attain; and once one becomes eligible for tenure, tenure is becoming harder to obtain as new, tougher standards are applied at many institutions. Increasingly, colleges and universities are ever tightening up on post-tenure evaluations.

On a national level, data recently collected by the National Center for Educational Statistics (NCES) indicate that an average of 66.1 percent of faculty members at public universities are tenured (71.3 percent of men and 43.7 percent of women). At other four-year public institutions, 65.2 percent of the faculty are tenured; and at all institutions (public and private) 68.1 percent have tenure. Comparable rates for the Regent universities are 59.7 percent at the University of Iowa (after deleting non tenure-track faculty in the Health Colleges), 63.3 percent at Iowa State University and 58.0 percent at the University of Northern Iowa. These percentages (except as noted for the University of Iowa) are based on the total faculty, which includes both tenure-track and non-tenure track appointments. The latter category includes clinical, adjunct, visiting, and temporary faculty appointments. Both full and part-time faculty are included.

Regent Harris asked if the criteria for granting tenure is standard across the country.

Vice President Remington stated that the criteria varies a good bit from institution to institution and even from department to department.

EXECUTIVE SESSION: President Brownlee requested that the board go into executive session to discuss records which are required or authorized by state or federal law to be kept confidential under Chapter 28A.5(1)(a) of the Code of Iowa. On a roll call vote as to whether to enter into executive session, the following voted:

AYE: Anderson, Duchen, Harris, Jorgensen, McDonald, Murphy, Neu,
Van Gilst, Brownlee.

NAY: None.

ABSENT: None.

The board, having voted by at least two-thirds majority, resolved to meet in executive session beginning at 2 p.m. on December 19, 1984, and arose therefrom at 3:05 p.m.

The board reconvened in public session and continued the discussion on the annual tenure reports.

Regent Harris asked if there were any major institutions in the country where a quota is imposed in terms of the number of tenure positions granted.

Vice President Remington stated that he knew of no major institution where a quota on tenure positions was imposed.

Regent Jorgensen asked if there were ways to project what the tenure figures will become in the future.

Vice President Remington stated that it would be a very gross estimate. Although the numbers of retirements can be projected fairly accurately, events such as no salary increases cannot be projected.

Action: President Brownlee stated that the board by general consent received the annual tenure reports.

d. Role of the Board of Regents in Academic Program Development. It was recommended that the board approve the proposed statement on the Board of Regents role in academic program development as follows:

"The Board of Regents has a strong desire to have appropriate and timely involvement in significant matters dealing with academic programs. In the area of new program development, the board has three opportunities to express any concerns it may have: (1) the review of institutions' long-range plans; (2) the approval of new academic majors and minors; and (3) periodic curriculum changes. Some of these activities may represent milestones in the development of new major programs of study and it is, therefore, appropriate for the board to express any of its concerns. It should be noted that the lack of an expression of concern about an institution's planned programs or minors at the time they are presented to the board does not mean the major program has been approved nor necessarily limit the board's actions at the time a major is proposed."

It was noted that statement was prepared by the Interinstitutional Committee in conjunction with the Board Office at the board's direction following the May meeting. The reason for the board's concern was that there has been a tendency for minors to become majors.

Motion: Dr. Harris moved that the board approve the statement as proposed concerning academic program development. Mrs. Murphy seconded the motion, and it passed unanimously.

e. Separate M.S., M.E., and Ph.D. Degrees in Computer Engineering. It was recommended that the board approve the offering of separate M.S., M.E., and Ph.D. degrees in Computer Engineering in the Department of Electrical and Computer Engineering at Iowa State University.

The Board Office reported that Iowa State University had requested approval for offering the separate graduate degrees in Computer Engineering. This request was referred to the Institutional Committee on Educational Coordination and the Board Office for review and recommendation. The Interinstitutional Committee in its recommendation for approval stated that these designations of graduate degrees in this department were consistent with the national patterns. The committee also felt that approval of this separate listing for Computer Engineering would be useful for ISU graduate students and would give appropriate identification and recognition of the current state of the field.

The Board Office concurred with the committee for approval and stated there were no budgetary implications for this change and that it would not involve the approval of any new programs.

Motion: Mr. Van Gilst moved that the board approve the action as recommended. Mrs. Anderson seconded the motion, and it passed unanimously.

f. Proposed Course Changes, University of Iowa. It was recommended that the board approve the proposed course changes at the University of Iowa.

At the November board meeting, the board referred the proposed course changes at the University of Iowa to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation. The Interinstitutional Committee has reviewed the proposed changes and is recommending approval. The committee in its recommendation stated that 1,643 changes in course listings which included additions, deletions, changes in numbering, titles and course credit hours. These changes reflected changing student interests and demands, evolution of the disciplines, discovery of new knowledge, and changes in instructional methodology. The net increase of the changes was an increase of 58 courses. This comprehensive review of institutional course offerings was conducted in conjunction with the preparation of the biennial edition of the university catalog.

The curricular trends in each of the colleges are summarized below. The university reports that these changes are not the result of major programmatic changes in any of the colleges. Instead, they represent normal development in existing programs that are important to educational objectives of the university.

SUMMARY OF APPROVED COURSES
FROM OCTOBER 1983 TO OCTOBER 1984
BY COLLEGIATE UNIT

College	New	Dept. Number Changes	Course Number Changes	Title Changes	S. Hr. Changes	Drop	Net Result on Active Courses
Dentistry	2	0	0	14	3	11	- 9
Medicine	43	0	30	15	8	41	2
Nursing	1	0	0	2	2	19	-18
Pharmacy	0	0	0	2	9	0	0
L.A.	201	121	98	131	73	128	73
Business							
Admin.	9	0	3	10	8	6	3
Education	19	11	1	22	17	21	- 2
Engineering	46	254	100	71	10	52	- 6
Law	17	0	0	1	9	2	15
Grand Totals	338	386	232	268	139	280	58

Motion:

Mr. Neu moved that the board approve the course changes as proposed at the University of Iowa. Dr. Harris seconded the motion, and it passed unanimously.

COMPARABLE WORTH. It was recommended that the board (a) receive the reports of the consultants relative to comparable worth for the Regent Merit System and the Professional-Scientific systems of the institutions; (b) approve the plan outlined below for implementation of comparable worth adjustments in the Regent Merit System and the institutional P&S systems; (c) approve the cost estimates for implementing comparable worth adjustments during the 1986 fiscal year, and; (d) convey the plan for implementing comparable worth adjustments and the cost estimates related thereto to the Governor and Legislative Council on December 20, 1984.

Mr. Wright indicated that the recommended actions should also include that the legislature fund the cost of the implementation of comparable worth.

At its November meeting, the board directed the Board Office and the institutions to provide at its December the recommended changes in the Regent Merit System pay plans and the pay plans of the institutional P&S systems necessary for compliance with the state's comparable worth law and to provide an estimated cost for implementing the changes. The Board Office indicated that the efforts fall short of providing a list of recommended changes in the pay plans of the merit system and the P&S systems but do yield a plan for accomplishing implementation by July 1, 1985, and a cost estimate for implementation.

After the November board meeting the Board Office staff and institutional administrators met with representatives of institutional clerical employees; the president of the university AFSCME locals; Don McKee, president of Council 61 of AFSCME and consultants to that organization; and Jim Hughes of Hayes/Hill for the purpose of exchanging ideas on how to arrive at any changes in the merit system. The group agreed that Position Description Questionnaires (PDQ's) be sent to all employees in female dominated classes in the merit system. The PDQ has recently been revised to improve the collection of employee job information. PDQ's were sent to 4,000 employees, and the Iowa State University Statistical Laboratory was asked to provide a sampling technique that would allow a portion of the PDQs to be analyzed and allow a projection from the sample to generate a cost for comparable worth adjustments with a 95 percent confidence level. A sample was drawn of approximately 600 individuals from the 74 female dominated classifications. The analysts reviewed the 600 PDQs and determined that a number of reclassifications were necessary.

Upon completion of the review of the sample group of PDQs, the PDQs were sent to Des Moines where five committees totaling 50 employees composed of institutional and Board Office personnel professionals, institutional supervisory personnel, Jim Hughes and AFSCME representatives selected from the institutional employees began the process of analyzing the 74 classifications composing the female dominated classes plus an additional 32 classifications necessary to complete a series when the series contained a female dominated class plus a few classes considered for control purposes which were either mixed or male dominated.

The results of the analysis were communicated to the institutions and to Hayes/Hill for review and refinement. The Board Office, institutional personnel administrators and AFSCME representatives met again following the completion of the analysis of the classifications. It was agreed that the evaluation instrument and the PDQ needed further revision. This revision is suggested based on the comments of both employees and the analysts following the first broad usage of the PDQs. The analysts and employees were also able to identify revisions that need to be made in certain of the classification descriptions.

The University of Iowa continued to work with Hayes/Hill in order to prepare a cost estimate for implementing comparable worth in its P&S system. They, too, had PDQs completed for female dominated positions and used these questionnaires as a basis for estimating the number of individual reclassifications which would be necessary. Hayes/Hill also reviewed the current P&S pay plan in relation to the salaries paid male dominated classes in the institutions with which the university competes for its professional staff. The principal variance between the university salary structure and its average salaries paid and the external market which was surveyed was in the relationship between the university minimum salaries in the lower pay grades and the minimum salaries paid elsewhere.

Iowa State University and the University of Northern Iowa used the firm of Coopers and Lybrand for completing the work necessary to provide an estimate of the cost of comparable worth implementation at these

two institutions. The universities asked the firm to prepare an estimate of the cost of inserting "working conditions" into the factors considered in job evaluation and of the salary costs associated with those changes.

The review of the P&S systems at ISD, IBSSS, and the Board Office for the November meeting indicated there was no apparent discrimination in these pay plans. As the pay plans for these organizations do parallel the pay plans of the universities, cost estimates and recommendations for changes have been formulated.

The universities and Iowa State University Statistical Laboratory have provided cost estimates for necessary changes in pay plans to implement comparable. These estimates are as follows:

<u>Regent Merit System</u>			
Purpose/Institution	Appropriated Funds	Non-Appropriated Funds	Total
Reclassifications/all institutions	\$ 251,432	\$ 233,791	\$ 485,223
Pay Grade Changes/SUI	687,204	842,237	1,529,441
Pay Grade Changes/ISU	1,040,231	376,090	1,416,321
Pay Grade Changes/UNI	137,154	46,130	183,284
Pay Grade Changes/ISD	32,749	-0-	32,749
Pay Grade Changes/IBSSS	59,157	-0-	59,157
Pay Grade Changes/Bd. Off.	3,761	-0-	3,761
Total	<u>\$2,211,688</u>	<u>\$1,498,248</u>	<u>\$3,709,936</u>

P & S Systems

SUI	\$ 249,276	\$ 70,393	\$ 319,669 *
ISU	67,000	33,000	100,000
UNI	45,000	20,000	65,000
ISD	3,300	-0-	3,300
IBSSS	-0-	-0-	-0-
Bd. Off.	2,200	-0-	2,200
	<u> </u>	<u> </u>	<u> </u>
Total	\$ 366,776	\$ 123,393	\$ 490,169
 Merit and P&S Total	 \$ 2,578,464	 \$ 1,621,641	 \$ 4,200,105

While fringe benefits at the institutions amount to approximately 22% of payroll it is presently anticipated that roll-up costs on these increases would be 17%. (Hospital insurance, for example, is already paid for employees and would not be an increased fringe expense.) Therefore, the costs would be incremented as follows:

	Appropriated Funds	Non- Appropriated Funds	Total
Fringe benefit roll-up	\$ 438,339	\$ 275,679	\$ 714,018
Grand Total, with Fringes	<u>\$ 3,016,803</u>	<u>\$ 1,897,320</u>	<u>\$ 4,914,123</u>

*The University of Iowa notes that there are additional costs it will incur, potentially, if it determines that minimums are to be adjusted in its P&S system. Those adjustments would cost \$258,451. As the university made a conscious decision to maintain the wide differential between the maximum and minimum of pay grades, the Board Office staff recommends that the adjustment be funded by the university, if an adjustment needs to be made.

The board's consultant recommended in its November report that the merit system would eliminate much of the difference that exists in pay between men and women if there were a single pay matrix instead of the current four. As the four pay matrices have developed as a result of the collective bargaining process, it is believed that any efforts toward the creation of a single pay matrix should be undertaken in the collective bargaining environment.

It should be noted that the administrative costs for undertaking the work identified as yet to be done as well as the costs of consultants are not included in the estimates. Iowa State University, for example, has estimated that it will spend \$54,000 in consulting fees to fully implement the working condition factor in its P&S system. Each of the universities and the merit system will have additional expenditures for consultants.

The following recommendations were made regarding implementation of comparable worth adjustments in the Regent Merit System:

- The present job evaluation instrument should be revised to incorporate improvements made in the system as well suggestions from the evaluation committees. This will include testing the revised instrument. Factors for mental-visual coordination and technological changes will be included.
- The Position Description Questionnaires will be revised to better capture the presence of new factors in the employees' jobs.
- Each employee will be asked to complete the revised PDQ for the position currently held.
- The PDQs will be reviewed by institutional personnel professionals for determination of the appropriateness of the assignment of the individual position to classifications.
- The class descriptions will be reviewed by evaluation committees to provide the basis for pay grade assignments for classes. This process will include the evaluation of a series of benchmark classes to guide the evaluation committees.
- The results of the evaluation committees will be reviewed by institutional administrators, including supervisors, for internal consistency of committee results.
- The changes in pay grade assignments recommended as a result of this review will be presented to the board for approval in June and implementation on July 1, 1985.

Hayes/Hill recommended the following steps to be taken at the University of Iowa to implement comparable worth in the P&S System.

- The job evaluation instrument and PDQ will be reviewed and revised as necessary to reflect changes in technology and working environments.
- All P&S employees will complete PDQs for their present positions and review them with their supervisors.

- PDQs and classifications will be reviewed for appropriateness to their pay grade assignments and changes in pay grades and changes in classification will be recommended as necessary.
- Recommended changes in pay grade assignments will be presented to the board for approval as quickly as they are available.

The university notes that the process it will be following is similar to the process followed for the Regent Merit System. As the same people within the institution personnel offices will be working on both the merit system and P&S system revisions, dates for completion of this project cannot be easily determined.

Vice President Madden reported that, as both ISU and UNI are using the same consultant with the same approach, their activities would be as follows:

- The consultant will develop factors surrounding the working condition component which is being added. Factor ratings and values developed for working conditions will be applied to a sample of fifty positions to determine the presence of the factors in the positions. The result of this application to sample positions will be a revised P&S evaluation system.
- All P&S positions at the universities will be assessed under the revised evaluation plan with the aid of computer runs converting previous point-counts without the working condition factor to new point counts with the working condition included.
- The newly point-counted positions will then be assigned to pay grades on a predetermined grade breakpoints.

The universities will be involved in reviewing the results being achieved by the consultant and the institutional personnel professionals at each step of this process.

The P&S systems at the Iowa School for the Deaf, Iowa Braille and Sight Saving School and the Board Office will continue to be reviewed by the Board Office with the assistance and guidance of the personnel professionals at the University of Iowa with final reviews being conducted by Hayes/Hill.

Mr. Wright stated that he had received a letter from Don McKee, President of AFSCME/Iowa Council 61 in which two areas of discrepancy were noted in the plans to implement comparable worth. The first discrepancy dealt with modifying the pay matrices of the Regent Merit System from the current four into one. AFSCME concurred that this would be less confusing and serve the needs of the comparable worth law but felt that it was not appropriate to charge this off to collective bargaining.

AFSCME's second concern was the cost estimates provided were too low to resolve the comparable worth issue.

Mr. Wright indicated that discussions would continue with AFSCME.

Mrs. Small spoke to two issues on which the University of Iowa differed from the Board Office recommendations. The first issue was that the minimum of the lower pay grades was below the minimum paid to the male market and that most of the people affected by this lower minimum were female incumbents and are found primarily in female dominated or female majority classifications. This was determined by a review conducted by Hayes/Hill which showed that no substantial disparity between the market for male dominated jobs and either the midpoint of the university salary range or the average salaries paid by the university. As a result of this finding, Hayes/Hill is recommending that in the lower pay grades the percentage differential between the minimum and the maximum of the pay grade be decreased for the purpose of increasing the minimum salary paid in those pay grades. It is estimated that to increase the minimum salaries would require \$258,000 in appropriated funds.

Mrs. Small explained the second area of difference is in the funding in the merit system positions at the University of Iowa Hospitals and Clinics. The university feels that the hospitals would not be able to fund comparable worth adjustments due to the underfunding of the indigent patient fund and revisions in reimbursement methods have eliminated the capacity of the hospitals to absorb this additional cost.

President Freedman introduced Diane Anderson, spokesperson for the Task Force on Comparable from the Women's Resource and Action Center and for the Committee on Salaries and Wages of the Council on the Status of Women at the University of Iowa. Mrs. Anderson is employed as a Secretary III in the Department of Pediatrics at the University of Iowa Hospitals and Clinics.

Mrs. Anderson explained that the two groups she was representing became actively involved in the issue of comparable worth last spring and that they were not affiliated with any bargaining group. Mrs. Anderson expressed concern that the comparable worth studies were being done too quickly without appropriate input from employees. The groups were also concerned that many of the job descriptions were not accurate which was a necessity for any comparable worth study. The groups also felt that, due to the time compression of the present study, employees and the evaluation teams did not receive adequate training in the completion of the survey forms or the evaluation process.

Mr. Volm indicated that many of the matters raised by Mrs. Anderson have been presented to the board previously or as part of the current recommended actions.

Vice President Ellis reiterated three items that were stated earlier. One that implementation of comparable at Regent institutions be contingent upon funding by the legislature. Secondly, the funding request include \$258,000 for the University of Iowa to adjust the minimum salaries in the lower pay grades. Third, that the request to the legislature include 100 percent funding for the comparable worth adjustments in the University of Iowa Hospitals and Clinics.

Mr. Richey explained that the issue with respect to the minimum salary rates at the University of Iowa relates to a policy of the university which the board has questioned every year and has allowed the university to prevail. The appropriations the university has received have been used to effect higher maximums. The other issue, the funding of the hospital increase, represents a fundamental change in how the hospital receives its appropriations. This would be a request for an appropriation subsidy over and above that. This is the reason why the Board Office did not recommend this.

Motion:

Mr. Neu moved that the board approve the actions as recommended and that implementation of comparable worth be contingent upon legislative funding and that 100 percent funding for the comparable worth adjustment at the University of Iowa Hospitals and Clinics be requested. Mrs. Anderson seconded the motion, and it passed unanimously.

IOWA COORDINATING COUNCIL FOR POST HIGH SCHOOL EDUCATION. It was recommended that the board receive the report of the council's December meeting.

The Board Office reported that the council heard a presentation on the final report of the Joint Committee on Academic Articulation and Instructional Development. The council adopted a resolution that the report be provided to the Education Follow-up Committee of the legislature. The council heard a report regarding the revision of the Coordinating Council brochure and the "Statement on Cooperation." The council was asked to review the brochure and in particular the "Statement on Cooperation," which is a rather important statement on the joint efforts of the various sectors of postsecondary education in Iowa to cooperate. Robert Barak gave a status report on the committee to develop recommendations on existing problems between the various sectors. This committee is in the process of gathering information on the various problems between and among the sectors and will attempt to develop guidelines for cooperation.

Action:

President Brownlee stated that the board by general consent received the report of the Iowa Coordinating Council.

1985 LEGISLATIVE PROGRAM. The following actions were recommended:

1. Support the introduction of legislation to provide the Regents with voting representation on the Interagency Coordinating Council for Radiation Safety.
2. Seek concurrence by the Governor and the General Assembly on the sale of self-liquidating revenue bonds to purchase fluidized bed boilers at Iowa State University and the University of Iowa and needed electricity at Iowa State University.

3. Support the introduction of legislation to offer the exemption of applications for public employment from the state Open Records Law.
4. Support the introduction of legislation to expand the Regent investment authority to include investments in bank acceptances, bank certificates of deposit, and commercial paper, subject to guidelines established by the Board of Regents.
5. Support legislation to clarify insurance purchasing authority by authorizing the Department of General Services to purchase catastrophic insurance to cover potential property liability losses for all state government, while allowing Regent institutions to maintain the authority to purchase insurance to cover losses below the catastrophic level. Included in this recommendation is support for the Department of General Services' effort to secure separate funding to pay the cost of catastrophic insurance for the state.
6. Support legislation to clarify the utility franchise territorial law to allow the Regent institutions to purchase electricity from the electrical grid at economy rates. Also support legislation to allow the Regents to purchase fuel for boilers, subject to the same procedures as those governing municipal utilities.
7. Support the introduction of legislation to apply the sales tax exemption to construction contracts with state agencies.
8. Support regulations and legislation to implement the Task Force on Teacher Certification Report, including a pilot program to study teacher competency testing in a master teacher's program.

President Brownlee stated that the board had been asked recently to present some suggestions as to how the universities could contribute to the economic development of the state. He explained that the institutions together with the Board Office have prepared a series of proposals for the board's review.

Mr. Richey explained with regard to recommendation #8 that there would be some funding involved at the state level and would assume that the board's position of support would be subject to a clear commitment of funding through appropriations.

Motion:

Mr. McDonald moved that the board support the 1985 legislative program as outlined above. Mrs. Murphy seconded the motion, and it passed unanimously.

EFFICIENCY AND COST EFFECTIVENESS COMMITTEE REPORT. It was recommended that the board receive the report.

The Board Office provided the following status report on the committee's recommendations:

REGENT EFFICIENCY AND COST EFFECTIVENESS RECOMMENDATIONS/REQUIREMENTS/ACTIONS

Rec. #	PHYSICAL PLANT RECOMMENDATIONS	Institutions Affected (3)	Board Office Staff Assigned (4)	Instit. Staff Assigned (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Taken (10)	Dollar Impact (11)
1	Physical Plant Budget Preparation	All	LS	Bus Off	No	Yes	Yes			
2	Architect/Engineer Coordination	Universities	LS	Bus Off	No	No	Yes			
3	Energy Conservation	All	LS	Bus Off	No	Yes	Yes			
4	Janitorial Work	Universities	LS	Bus Off	No	No	Yes			
5	Toxic Waste	Universities	LS	Bus Off	No	No	No	Completed	Completed	None
6	Physical Plant Directors	All	LS	Bus Off	No	No	Yes			
7	Physical Plant/Planning	All	LS	Bus Off	No	No	Yes			
8	Utility Board/Combined Purchase	Universities	LS	Bus Off	Yes	Yes	No			
9	Coal Purchases	Universities	LS	Bus Off	Yes	Yes	Yes			
10	Electricity Purchases	Universities	LS	Bus Off	Yes	Yes	No			
11	Natural Gas Purchases	Universities	LS	Bus Off	No	Yes	Yes			
12	Occupant Motivation/Study Committee	Universities	LS	Bus Off/ Acad VPs	No	Yes	Yes			
13	Physical Organization/Housing	SUI	LS	D. Ellis	No	Yes	Yes			
14	Information Management	SUI	LS	D. Ellis	No	Yes	Yes			
15	Totalize Demand Charges -- 2 Substations	SUI	LS	D. Ellis	No	No	Yes	March 1984	March 1984	Uncertain
16	East Campus Chillers	SUI	LS	D. Ellis	Yes	Yes	No			
17	Boilers	SUI/ISU	LS	D. Ellis	Yes?	Yes	Yes			
18	Inter-tie line	ISU	LS	Ellis/ Moore	Yes?	Yes	Yes			
19	Plant Service/Museum	UNI	LS	Conner	No?	Yes	Yes			

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Rec. # (1)	RISK MANAGEMENT RECOMMENDATIONS (2)	Institutions Affected (3)	Board Office Staff (4)	Instit. Staff (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Completed (10)	Dollar Impact (11)
20	Catastrophic Insurance	All	LS	Risk Mgr	Nb	Yes	Yes			
21	Tort Liability	All	OW	---	Possible	Nb	Nb			
22	Student/Volunteer Liability	All	OW	Risk Mgr	Nb	Nb	Yes	Cont pres prac	Cont pres	Pres Liab.
23	Extramural Activities	Universities	OW	Risk Mgr	Nb	Nb	Yes			
24	Professional Liability	Universities	--	---	Nb	Nb	Nb	Cont pres prac	Cont pres	None
25	Media Liability	Universities	LS/OW	Risk Mgr	Nb	Yes	Yes	ISU 10/84		
26	UDD Insurance Coverage	Universities	LS/OW	Risk Mgr	Nb	Yes	Yes			
27	Radioactive/Biological Waste	Universities	--	---	Nb	Nb	Nb	Cont pres prac	Cont pres	None
28	Auto Insurance/Risk Management Authority	All	LS	Risk Mgr	Yes	Yes	Yes			
29	Review Broker/Captives	All	LS	Risk Mgr	Nb	Yes	Yes			

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REGENT EFFICIENCY AND COST EFFECTIVENESS RECOMMENDATIONS/REQUIREMENTS/ACTIONS

Rec. # (1)	PERSONNEL MANAGEMENT RECOMMENDATIONS (2)	Institutions Affected (3)	Board Office Staff (4)	Inst. Staff (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Completed (10)	Dollar Impact (11)
29	Absenteeism	All	OW	Pers Mgr	No	No	Yes			
30	Flex-time Work Scheduling	All	—	—	No	No	No	Cont pres prac	Cont pres	Unspecif.
31	Span of Control	All	OW	Pers Mgr	No	No	Yes			
32	Quality Circles	All	OW	Pers Mgr	No	No	Yes			
33	Fringe Benefits Management	All	—	—	No	No	No	Cont pres prac	Cont pres	Unspecif.
34	Wellness Program	All	OW	Pers Mgr	No	Yes	Yes			
35	Group Insurance Plans	All	—	—	No	No	No	Cont pres prac	Cont pres	None
36	Cafeteria Benefits Plan	All	OW	Pers Mgr	No	No	Yes			
37	Unemployment Compensation	All	OW	Pers Mgr	No	No	No	Cont pres prac	Cont pres	None
38	Workers' Compensation	All	OW	Pers Mgr	No	No	Yes			
39	Phased Retirement	All	OW	Pers Mgr	Yes	Yes	Yes	July 1, 1984	?	?
40	Management Information Systems	All	OW	Pers Mgr	No	No	Yes			
41	Management Development and Training Study	All	OW	Pers Mgr	No	No	Yes			
42	Holiday Pay for Temporary Employees	All	—	—	No	No	No	Cont pres prac	Cont pres	None
43	Military Leave	All	OW	Pers Mgr	Yes	No	No			
44	Task Analysis	All	OW	Pers Mgr	No	Yes	Yes			

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REGENT EFFICIENCY AND COST EFFECTIVENESS RECOMMENDATIONS/REQUIREMENTS/ACTIONS

Rec. # (1)	ADMINISTRATIVE SUPPORT SERVICES RECOMMENDATIONS (2)	Institutions Affected (3)	Board Office Staff (4)	Instit. Staff (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Completed (10)	Dollar Impact (11)
45	Negative Approval of Vouchers	All	LS	Purc Off	No	No	Yes			
46	Equipment Recycling	All	LS	Bus Off	No	No	Yes			
47	Equipment Planning	All	LS	Bus Off	No	No	Yes			
48	Systems Contracting	All	LS	Pur Off	No	No	Yes			
49	Direct Entry Purchase Orders	All	LS	Pur Off	No	No	Yes	bid 9/84		
50	Air Travel Services	UNI	LS	J.Conner	No	No	Yes			
51	Freight Savings Study	All	LS	Bus Off	No	No	Yes			
52	Vending Services Analysis	All	LS	Bus Off	No	No	Yes	cont pres prac	cont pres prac	undet.
53	Postal Needs Analysis	All	LS	Bus Off	No	No	Yes			
54	Forms Control Committee	All	LS	Bus Off	No	No	Yes			

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REGENT EFFICIENCY AND COST EFFECTIVENESS RECOMMENDATIONS/REQUIREMENTS/ACTIONS

Rec. # (1)	CASH MANAGEMENT RECOMMENDATIONS (2)	Institutions Affected (3)	Board Office Staff (4)	Instit. Staff (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Completed (10)	Dollar Impact (11)
55	Standards for Bank Selection	All	LS	Bus Off	No	Yes	Yes			
56	Reduce Depositor Banks	All	LS	Bus Off	No	Yes	Yes			
57	Modify Pledge Agreements Reverse Repurchase	All	LS	Bus Off	No	No	Yes			
58	Agreements	All	--	--	No	No	No	Continue pres. practice	Cont. pres. practice	No addi- tional
59	Check Cashing Services Review	All	LS	Bus Off	No	No	Yes			
60	Deferred Tuition Payment Service Charge	All	LS/RJB	Bus Off	No	Yes	Yes	Delete	Delete	Delete
61	Broaden Regent Investment Authority	All	LS	Bus Off	Yes	Yes	Yes			

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REGENT EFFICIENCY AND COST EFFECTIVENESS RECOMMENDATIONS/REQUIREMENTS/ACTIONS

Rec. # (1)	COMMUNICATIONS, COMPUTER SERVICES & TECHNOLOGY RECOMMENDATIONS (2)	Institutions Affected (3)	Board Office Staff (4)	Instit. Staff (5)	Legislation Action Needed (6)	Board Action Needed (7)	Institutional Action Needed (8)	Date Action Taken (9)	Date Action Completed (10)	Dollar Impact (11)
62	Administrative Data Processing/Information Mgt.	All	LS	Bus Off	No	No	Yes			
63	Hardware/Software Technology	All	LS	Bus Off	No	No	Yes			
64	Systems R&D Direct Funding	All	LS	Bus Off	No	Yes	Yes			
65	Information Management Guidelines	All	LS	Bus Off	No	No	Yes			
66	Systems Sharing	All	LS	Bus Off	No	No	Yes			
67	Data Processing Staffing Policy Review	All	Ol	Pers Mgr	No	No	Yes			
68	Electronic Mail	All	LS	Bus Off	No	No	Yes			
69	Computer Operations	All	—	—	No	No	No	Continue pres. practice	Cont. pres. practice	None
70	Telecommunications Changes	All	LS	Bus Off	No	Yes	Yes			

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Action: President Brownlee stated that the board by general consent received the report of the status of recommendations of the Efficiency and Cost Effectiveness Committee.

REPORT ON CAPITAL PLANNING PROCEDURES. It was recommended that the board approve the report and request the Board Office and the institutions to present to the board in January 1985 the revised Procedural Guide, Chapter 9, incorporating the policy changes outlined in the report.

The Board Office reported that a comprehensive review of the board's policies and procedures governing the design and construction of capital projects was initiated in April. The objectives of the review were to streamline and simplify the capital procedures used by Regent institutions and to bring to the board the information necessary for the board to carry out its governance responsibilities. Preliminary findings of the study were discussed by the board at its July meeting.

Over the past five months, the Board Office and the institutions have come to agreement on all substantive issues and jointly presented the recommended capital policies.

The following are highlights of the revised capital procedures:

- Classify capital projects into three categories using the estimated budget: \$25,000 to \$250,000; \$250,000 to \$1 million; and over \$1 million.
- Approve projects of less than \$250,000 estimated budget once on the capital register. Projects estimated to cost more than \$250,000 will follow the steps of the register in sequence.
- Reorder sections of the capital register to appear in the sequence in which the project proceeds through the capital process.
- Use Architectural Selection Committees for projects of more than \$1 million and those that constitute major additions, substantial remodelings, or new buildings.
- Retain current dollar thresholds for the two special schools.
- Campus development plans would become part of the new capital procedures in order to provide the institutions an opportunity to present to the board future directions of physical development. The development plans would be largely visual presentations and would be presented every two years.
- Twice a year, each institution will report to the board on the status of ongoing capital projects exceeding \$250,000.

- For projects anticipated to cost less than \$250,000, the selection of an architect or engineer will be made by the institution. For projects of more than \$250,000 but less than \$1 million, the board must approve the selection of an architect or engineer.
- The use of an institution's Architectural Selection Committee is required to select architects for projects meeting two criteria: first, the project is expected to cost more than \$1 million and, second, the project involves a major addition, substantial remodeling, or a new building. The president of the board may designate a representative of the board to serve on the committee.
- For all projects with an estimated construction contract of more than \$25,000 not to be performed by the institution, the institutions shall engage in public competitive bidding and award the contract to the lowest responsible bidder.
- For projects above \$25,000 but less than \$250,000, the construction contract will be awarded by the chief business officer.
- On projects above \$250,000, the construction contracts will be handled similar to the current practice with the executive secretary awarding the contract on behalf of the board, and the contract award will appear on the next month's register for board ratification.
- Change orders for projects over \$250,000 that change the scope of the project or require an increase in the project budget must be approved by the board. Change orders above \$25,000 must be submitted to the executive secretary for approval or referral to the board for action. If the change order is less than \$25,000 and does not increase the project budget, then it need only be reported to the executive secretary.
- The executive secretary will be authorized to act on behalf of the board in certain capital matters where time is of the essence. The executive secretary would act in the board's name on matters including approval of capital projects, budgets, award of contracts, and approval of change orders--subject to ratification by the board of these actions--if failure to take immediate action would have an adverse impact on academic programs, cause an unnecessary delay to the program, or result in increased cost.

Mr. Runner stated the Board Office and institutions would work to finalize the precise wording to be included in the Procedural Guide to be presented to the board in January 1985.

Vice President Ellis asked that, due to the time constraints, the presentation of the precise revision to the Procedural Guide be delayed until the February board meeting.

Mr. Richey stated that the Board Office concurred with presenting the revisions in February rather than January.

Regent Jorgensen stated that she hoped that the presentation of the long-range campus development plans would be made enough in advance to allow the board ample time to discuss the proposed projects.

Mr. Runner stated that, through the long-range development plans, the board would also have an opportunity to discuss how the campuses will look aesthetically.

Motion:

Mr. Van Gilst moved that the board approve the revisions to the capital planning procedures as presented. Mrs. Jorgensen seconded the motion, and it passed unanimously.

TEN-YEAR BUILDING PROGRAM, 1985-95. It was recommended that the board (1) receive the final Ten-Year Building Program for 1985-95 totaling \$336,396,000; and (2) Approve the submittal of the Ten-Year Building Program to the 1985 legislative session.

In November the Board of Regents reviewed the preliminary Ten-Year Building Program prepared by the Board Office. Subsequent to last month's board meeting, the Board Office staff visited each university to discuss the projects contained in the ten-year plan and to tour selected facilities.

The Ten-Year Building Program contains a list of the buildings and facilities that the board feels will be necessary to further the educational objectives of the institutions under its jurisdiction. The building program also includes an estimate of the maximum amount of academic revenue bonds expected to be issued under the Academic Revenue Bond Act for each year of the biennium. The submittal of the Ten-Year Building Program is required by Section 262A.3 of the Code of Iowa.

The objectives of the building program are twofold: first, the program is prepared in response to specific legislative requirements; second, the program presents an assessment of the most critical needs for additional or remodeled facilities at Regent institutions. The focus of the ten-year plan is across the ten-year planning horizon.

Mr. Runner explained that the plan has been broken down into three time frames. The board approved the 1985-87 section previously. The information provided for the 1987-89 section has been increased in an attempt to provide the board with some early indication of what the institutions are considering during the next four years. Information provided for the last six years of the ten-year period is less specific.

Mr. Runner explained that the rationale the Board Office used in developing the recommendations for 1987-89 was to include only those projects that were planned for or initiated in 1985-87.

The Regent institutions identified \$531,471,000 in capital needs during the ten years of the building program. The universities requested \$211,780,000 for new construction; \$39,260,000 for purchase of equipment related to new construction or remodeling; and \$90,995,000 for remodeling and renovation projects. The universities also requested \$181,436,000 for utility replacement and improvements, and \$8,000,000 for fire and environmental safety corrections.

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The Board Office noted that the Ten-Year Building Program does not include capital needs at the Iowa School for the Deaf or the Iowa Braille and Sight Saving School. During the coming year, the Board Office staff will work with the two special schools to put in place the necessary mechanisms to develop a ten-year building program. It is recommended that the two special schools be included in future ten-year building programs.

The summary of the Board Office recommendations for the Ten-Year Building Program for 1985-1995 is as follows:

State Board of Regents
TEN-YEAR BUILDING PROGRAM

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1985-1995

SUMMARY OF BOARD OFFICE RECOMMENDATIONS

(000s omitted)

<u>Category</u>	<u>1985-87</u>	<u>1987-89</u>	<u>1989-95</u>	<u>TOTAL</u>
<u>University of Iowa</u>				
New Buildings	\$ 1,200	\$33,300	\$ 13,000	\$ 47,500
Equipment	0	425	8,685	9,110
Remodeling	8,500	0	16,865	25,365
Utilities	31,500	3,915	16,800	52,215
Fire/Safety	0	1,000	3,000	4,000
SUBTOTAL	<u>\$41,200</u>	<u>\$38,640</u>	<u>\$ 58,350</u>	<u>\$138,190</u>
<u>Iowa State Univ.</u>				
New Buildings	\$ 3,870	\$13,800	\$ 59,570	\$ 77,240
Equipment	2,000	1,875	7,725	11,600
Remodeling	7,900	12,830	11,500	32,230
Utilities	26,500	4,450	7,375	38,325
Fire/Safety	0	1,000	2,000	3,000
SUBTOTAL	<u>\$40,270</u>	<u>\$33,955</u>	<u>\$ 88,170</u>	<u>\$162,395</u>
<u>Univ. of Northern Ia.</u>				
New Buildings	\$ 500	\$ 9,380	\$ 5,300	\$ 15,180
Equipment	0	830	2,205	3,035
Remodeling	5,350	2,300	0	7,650
Utilities	500	1,509	6,937	8,946
Fire/Safety	0	500	500	1,000
SUBTOTAL	<u>\$ 6,350</u>	<u>\$14,519</u>	<u>\$ 14,942</u>	<u>\$ 35,811</u>
<u>SUMMARY</u>				
New Buildings	\$ 5,570	\$56,480	\$ 77,870	\$139,920
Equipment	2,000	3,130	18,615	23,745
Remodeling	21,500	15,130	28,365	65,245
Utilities	58,750	9,874	31,112	99,736
Fire/Safety	0	2,500	5,500	8,000
TOTAL	<u>\$87,820 *</u>	<u>\$87,114</u>	<u>\$161,462</u>	<u>\$336,396</u>

* Does not include bond financing costs or capital appropriations requested for two special schools.

Regent Anderson asked if the priorities listed for a given time frame were in priority order.

Mr. Runner responded that those priorities would be established at a later time.

Regent Jorgensen requested that the buildings be identified by the academic department housed in that building in addition to the name of the building.

President Brownlee asked for comments from the institutions concerning the Ten-Year Building Program.

President Parks stated he appreciated the fact that the Board Office staff visited the campus before making the final recommendations for the ten-year plan. He went on to say that the only concern he had was the fact that the Computer and Mathematics Sciences Building was not in the 1987-89 biennium.

Vice President Ellis stated the University of Iowa had two concerns about the ten-year plan. The first was that the remodeling of the law building was not included in the 1987-89 biennium. He stated that the law building would be vacated in FY 86 and be used to temporarily house some of the units now located in the Iowa Memorial Union. The Union remodeling would be completed in FY 88, and they would no longer have use for the law building. It would be necessary to start remodeling the law building in FY 88 in order to put it into shape for new permanent use. He stated that the law building very badly needs remodeling; and if they have to wait until FY 90, the building would be underutilized. He requested that the \$4 million to remodel the law building be placed in the 1987-89 request.

Vice President Ellis stated that their second area of concern was the fact that the medical laboratories and pharmacy remodeling were omitted from the 1989-95 asking.

Regent Murphy asked what the university planned to put into the law building after remodeling.

Vice President Ellis stated that no final decisions had been made and that a number of alternatives were being considered.

Mr. Richey stated that the Board Office recommendations were based on what they considered to be priorities given the limited amount of funds available. He went on to say that the need to remodel the law building is recognized but that it is space that could be used on a temporary basis. The most urgent projects are those considered essential to the mission of the institution.

President Curris stated he was especially concerned about the placement of the library expansion in the 1989-95 period rather than the 1987-89 biennium and that nothing was more central to the mission of the institution than the library. He went on to say that the library needs were outlined at the Long-Range Planning Seminar held in September.

President Curris stated he was concerned about the insufficient weight being given to the requests from the institutions and that the requests should be viewed as being reasonable.

Regent Anderson stated that she interpreted all the requests as being equally reasonable and that the Board Office staff was doing as the board directed in setting priorities and making recommendations.

Regent McDonald stated that, following the tour of the Home Economics building during this meeting, the need for the whole project became very evident.

Vice President Madden stated that the decision has not been made as yet as how to utilize the \$3.5 million approved by the board for the Home Economics project. The architect has been asked to look at all the alternatives and the plan would be brought to the board so that it can participate in the decision-making process.

Regent Anderson stated she would like to see the Home Economics project presented to the legislature in a way as to emphasize that the project will remain a high priority until it is completed.

Motion:

Mr. McDonald moved that the board approve the Ten-Year Building Program as recommended by the Board Office and to submit it to the 1985 legislature emphasizing the high priority that the board has placed on the Home Economics project at Iowa State University. Mrs. Murphy seconded the motion.

Regent Van Gilst asked what the legislature would say if the board was not firm as to what the first phase of the Home Economics project would be.

President Parks stated that the final decision would be made by the time it was presented to the legislature.

Vote on motion:

Motion passed unanimously.

ENERGY MANAGEMENT PROGRAM STATUS REPORT. It was recommended that the board (1) receive the report; and (2) request the institutions to report periodically to the board on the progress of current and future energy conservation efforts.

The Board Office reported that, in the current fiscal year, the Regent universities will spend an estimated \$24 million for fuel and purchased electricity. The institutions are presently involved in energy management programs which were implemented in the early 1970s in response to the Arab oil embargo and the rapid escalation of energy costs.

The institutions have already implemented many energy conservation procedures. The conservation measures are categorized in three main areas: (1) power production; (2) power distribution; and (3) building systems. An example of energy management in the area of power production is the new turbine generator at the University of Northern Iowa that will permit efficient, low cost co-generation of electricity. Increasing the insulation on steam distribution lines is an example of energy conservation in the power distribution systems. Installation of a computer-based energy management system for reducing energy consumption in campus buildings is an example of the conservation effort in the building systems area.

The use of institutional funds for energy conservation measures has amounted to a sizable investment over the past five years. It is estimated that the universities have spent \$6 to \$7 million over the past five years to implement energy conservation measures. These funds include expenditures from operating budgets, building repair funds, and bond proceeds for energy management. As a result of the expenditure of these funds, the institutions have avoided increased energy costs of over \$12 million.

The institutions have also obtained energy conservation grants from the Iowa Energy Policy Council that have been used to conduct energy audits in many campus buildings. The University of Iowa has received \$560,000 to automate the control of building mechanical equipment. Most recently, the Iowa Braille and Sight Saving School has received notification of a \$61,000 grant. These funds will be used to install energy efficient doors, windows, and additional insulation.

The results of energy conservation efforts have been significant. It is estimated that in the last seven years, for example, Iowa State University has reduced its gross energy consumption by approximately 25 percent. This has been done despite the increased demand on utilities resulting from expanded research programs, additional students, and more air conditioned space. The university estimates that the 25 percent reduction translates into a cost avoidance of approximately \$8.3 million.

Over a similar time period, the University of Iowa has achieved a 15 percent reduction in the amount of heat consumed for each square foot of building space.

The energy conservation program at the University of Northern Iowa has brought about a steady reduction in the amount of heat consumed by university buildings over the past twelve years. The university estimates that this has resulted in the five-year savings of nearly \$1.2 million. In addition, the university estimates that nearly \$750,000 has been saved through energy conservation efforts in electrical consumption.

The Board Office pointed out that in the future, the institutions should continue to explore ways to hold down energy costs. As recommended by the Regents Efficiency and Effectiveness Committee, the physical plant directors have been meeting periodically to work together on issues such as energy conservation. The directors should continue to examine available financing options and pursue additional grants from the Iowa Energy Policy Council and other potential sources.

Action: President Brownlee stated that the board by general consent received the report on energy management and requested periodic reports in the future from the institutions.

ANNUAL REPORTS OF UNIVERSITY RADIO STATIONS. It was recommended that the board receive the annual reports from the three university public radio stations for 1984.

The Board Office stated that the board had requested that annual reports from the university radio stations be submitted beginning in December 1983. This request was initiated because the advisory council reports were no longer required by federal law and the advisory councils were under review at each of the universities.

The following table provides data concerning the radio stations at the Regent universities:

SUMMARY BACKGROUND INFORMATION
CONCERNING UNIVERSITY RADIO STATIONS

	SUI	ISU	UNI
Active Advisory Board	no	no	yes
A M Station	yes	yes	no
Frequency	910	640	
Watts	5000	5000	
Location of transmitter	Iowa City IA	3 miles west of Des Moines	
Approx. Service area	Eastern half of IA	Statewide	
F M Station	yes	yes	yes (2)
Frequency	9.17	90.1	91.9 & 89.5
Watts	100,000	100,000	100,000 10,000
Height of tower	1,350 ft	1485 ft	2000 ft 400 ft
Location of transmitter	3.5 mi. W. of West Branch, IA	Alleman IA	Walker* IA 7 mi. S. Waterloo
Approx. Service area	85 miles	60 miles	90 miles 50 miles**

* relay transmitters provide some residents with improved reception

** totally overlaps service area of UNI's 91.9 station

A summary of each annual is as follows:

WSUI/KSUI: During FY 1984 the broadcasting service provide a total of 13,667 hours of programming on WSUI/KSUI-FM. Of these total hours, approximately 37 percent originated locally, 25 percent came from National Public Radio, and 38 percent were acquired from other sources. Approximately 50 percent of the programming total was classified as informational/educational and 50 percent cultural.

Approximately 44,000 different individuals made use of the programming on WSUI/KSUI each week during the spring of 1984. These estimates represent a 6 percent decrease in listeners compared to the previous spring and mirror a national trend of slightly lower listening to public radio.

In FY 1984 state appropriations accounted for 77 percent of the operating funds, while grants accounted for 16 percent and income/contributions provided 7 percent.

The broadcasting service continued to operate the Regents Telebridge System Bridge which was in operation for approximately 632 hours during FY 1984 and continued to provide video downlinking service.

WOI-AM/FM: WOI-FM continues to air primarily arts and performance programs. Of the 168 program hours per week, 88 percent consists of classical music, jazz, and drama. News and public affairs account for the remaining 12 percent.

WOI-AM continues to fine-tune its "all talk" format, a format that is one of the very few that industry analysts expect to prosper in the face of dramatic, nation-wide decline in the total amount of AM radio listening.

The audience for WOI-FM continues to grow, increasing by approximately 7,000 from the spring of 1981 to the spring of 1984. WOI-AM shows a rough stability for the same period.

The major source of funding for WOI-AM/FM has been Iowa State University with other funding from community service grants for the Corporation for Public Broadcasting and profits from the lease of a WOI-FM subsidiary communications channel to transmit livestock and commodity trading data.

KUNI/KHKE: The KUNI/KHKE annual report include minutes of advisory committee meetings held plus the following reports: Development/Volunteerism, KUNI Public Awareness--Salutes Report, Women's Composers--National Distribution Report, CPB Audience Survey, Live Music Recording/Broadcast Report, Technical Projects Completed, KUNI Programming, One/Five Year Goals, Community Advisory Resolutions Passed, December Program Guide, and Fiscal Year Balance Sheet. The entire report is on file in the Board Office.

KUNI spring 1984 listenership was lower than in the previous spring. KUNI remained well-ranked among other public radio stations, both in Iowa and nation-wide.

KHKE, which demonstrated a significant audience increase last year, slipped back to lower and more typical audience figures this spring.

Programming goals reported for the coming year include increasing the audience for KUNI by at least 5 percent and increasing the KHKE audience by at least 10 percent.

While no major changes were made in KUNI's basic program schedule, KHKE's schedule is currently in the process of being reviewed and restructured.

KUNI/KHKE reported that 54 percent of their revenue came from the University of Northern Iowa, 12 percent from grants from the Corporation for Public Broadcasting and 15 percent from pledges, while 13 percent was donated support. Other sources of funds included business and industry, investment income and grants.

Action: President Brownlee stated the board by general consent received the annual reports from the Regent universities public radio stations.

REGENT MERIT SYSTEM, FY 1984 ANNUAL REPORT. It was recommended that the board receive the report.

The Board Office reported that FY 1984 saw a small decrease in the number of Regents Merit System employees at the end of the year as compared with the previous year. Comparison figures are shown below:

	NUMBER OF PERMANENT EMPLOYEES BY INSTITUTION				
	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>	<u>FY83</u>	<u>FY84</u>
SUI	4850	4926	4994	5137	5122
ISU	2622	2554	2514	2518	2478
UNI	668	644	659	670	656
ISD	137	138	126	125	120
IBSSS	112	95	99	98	102
Total	<u>8389</u>	<u>8357</u>	<u>8392</u>	<u>8548</u>	<u>8478</u>

These figures include both full-time and part-time employees hired on a permanent basis. Temporary employees are not included in the numbers.

The minority employees in the merit system has varied only slightly in the last five years. At the end of FY 1984, three percent of the system's total employees were minorities.

COMPENSATION: In the last several years, there have been a number of actions in the legislative and collective bargaining areas that have brought about significant changes in the pay practices of the Regents Merit System. The freezing of merit steps effective July 1, 1981, and the reduction from 16 to 14 steps on the merit pay matrix have resulted in significant compression of employees on the pay matrices.

On July 1, 1981, some 29 percent of the clerical employees in the Regents Merit System were paid on the first step of the pay matrix. By June 30 of 1984, the figure had grown to 51.5 percent. Similar changes have occurred in the other employee units.

<u>Percentage of Employees on First Step of Matrix</u>				
	<u>7-1-81</u>	<u>6-30-82</u>	<u>6-30-83</u>	<u>6-30-84</u>
Clerical/Supervisory	29.0%	40.0%	47.3%	51.5%
Blue Collar	17.7	24.5	30.5	33.5
Security	22.5	28.3	33.6	31.2
Technical	34.4	46.5	51.7	56.5

Average salaries for the last two fiscal years are shown on the following table:

<u>Employee Distribution and Average Salary</u>				
	<u>FY83</u>		<u>FY84</u>	
	<u>No.</u>	<u>Avg. Salary</u>	<u>No.</u>	<u>Avg. Salary</u>
SUI	5,137	\$13,130	5,122	\$13,079
ISU	2,518	13,792	2,478	13,685
UNI	670	13,422	656	13,754
ISD	125	12,979	120	12,890
IBSSS	98	11,715	102	9,293
TOTAL SYSTEM	8,548	\$13,368	8,478	\$13,260

CLASSIFICATION: The following table outlines the classification transactions in the Regents Merit System over the past five years:

	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>	<u>FY83</u>	<u>FY84</u>
Reclassification Requests	308	248	287	271	258
New Position Classifications	213	165	166	267	161
Total Transactions	521	413	453	538	419

APPEALS/GRIEVANCES: Permanent merit employees and department heads can appeal the classification assigned to the employees position if it is felt to be inappropriate. The figures below show the appeals to classification review committees and grievance arbitrations:

Appeals to Classification Review Committees

	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>	<u>FY83</u>	<u>FY84</u>
Number of Hearings	2	3	3	3	9
Decisions Upheld	1	3	2	3	7
Decisions Reversed	1	-	1	-	2

Grievance Arbitrations

	<u>FY80</u>	<u>FY81</u>	<u>FY82</u>	<u>FY83</u>	<u>FY84</u>
Employee Requests for Arbitration	3	-	4	7	6
Requests Approved	2	-	3	6	4
Disputes Settled prior to Arbitration	-	-	-	2	0
Number of Arbitrations	1	-	1	4	3
Arbitration Pending	1	-	2	-	1
Decisions Upholding the Institution	1	-	1	2	1
Decisions Upholding the Grievant	-	-	-	2	1
Split Decisions	-	-	-	-	1

SELECTION: More than 32,000 examinations were administered to applicants for Regents merit positions during 1984. There are three types of examinations used in the merit system, including written examinations, ratings of training and experience, and work test which is an informal review of applications for entry level work where a more formal testing program is not considered appropriate. During the fiscal year, there were 1,417 new employees hired into Regent merit positions.

Regent Anderson asked if requests for reclassification always came from the employee.

Mr. Volm responded that they may come from either the employee or the supervisor or as a result of discussions between the employee and the supervisor.

Regent Anderson asked if the decrease in the number of reclassifications could be explained.

Mr. Volm stated that it is rather difficult to explain and that during a salary freeze as was experienced last year, an increase in reclassifications would be expected. He went on to say that there may be a feeling on the part of the employee that, because of budgetary restrictions, it would not be worthwhile to appeal--that if it were found that the position should be classified at a higher pay grade due to expanded function or duties, those duties would be taken away for budget reasons.

Action: President Brownlee stated that the board by general consent received the annual report of the Regent Merit System.

EMPLOYEE APPEALS. a. Donald Walton, University of Northern Iowa. It was recommended that the board deny the grievant's request for review of a final institutional decision which denies the grievant appeal rights pursuant to the institution's Professional-Scientific Personnel Policies and Procedures.

The Board Office provided the following supporting information concerning the appeal:

On October 8, 1984, the university formally notified the grievant, Donald Walton, that his appointment as Assistant Vice President for Personnel Relations was terminated, effective November 30, 1984. The Professional-Scientific Personnel Policies and Procedures classifies as P&S positions at UNI as either "exempt" or "non-exempt." Both the grievant and the university agree that the Assistant Vice President position is "exempt." An "exempt" position is not subject to identified portions of the Policies. Further, it is noted by both the grievant and the university that the Assistant Vice President position is an "annual appointment." The Policies ". . . relative to position status and the non-reappointment provisions are not considered to be applicable for university staff members holding the annual appointment while serving with the positions noted."

The grievant claims that in addition to holding an "exempt" and "annual" appointment his is designated as "continuing service." The university does not, in the documents presented, disclaim that designation. The "continuing service" designation was affirmed as recently as May 1, 1980.

The grievant appears to accept that the university can relieve him of the position of Assistant Vice President, but claims that the university cannot deny him the right to serve the university in some other capacity because of the "continuing service" aspect of his appointment.

The issue, then, is does the "continuing service" designation assure an employee in an "annual appointment" position the right to a position at the university when the "annual appointment" is terminated? The answer appears to be no. The Policies provide that, "Rights with respect to a continuing service appointment are forfeited for the duration of an annual appointment . . . "

The Policies further state, ". . . rights and privileges with such (continuing) status will be considered applicable only upon the staff member's reassignment and appointment to a position covered by (the Policies)." As the university is terminating the grievant rather than reassigning him to another position, his "continuing service" status is a nullity. If the university had appointed the grievant to another position, the continuing service status would have meant that he would not had had to serve the probationary period associated with new appointments.

The Board Office explained that the basis for the appeal is procedural rather based on the merits of the situation and that it may be appropriate for the board to remand the appeal back to the university since the grievant had not requested review of the institution's Vice President's decision by the President but rather appealed directly to the Board of Regents and, therefore, the administrative remedies have not been exhausted.

Motion:

Dr. Harris moved that the board deny the appeal as presented. Mrs. Anderson seconded the motion, and it passed unanimously.

b. Catherine Grell, Iowa School for the Deaf. It was recommended that the board pursuant to the Board of Regents Procedural Guide section 4.25B, deny the request of Catherine Grell for review of an alleged rule making decision pertaining to the school's charging Ms. Grell's sick leave account 66.2 hours for absences at the beginning of the 1984-85 academic year.

The Board Office provided the following supporting information concerning the appeal:

The grievant claims that she should not have had her sick leave account reduced by 66.2 hours for absences from work from late August to and including September 11, 1984. She claims she reported for work each of the days and was not permitted to work. The grievant claims that her sick account was reduced by the 66.2 hours by the application of an unwritten rule. The School for the Deaf, following advice of counsel of the Attorney General's office, charged Mrs. Grell sick for the period because she had not provided sufficient medical evidence that was physically able to return to her teaching duties. When provided sufficient documentation, she was allowed to return to her duties.

Motion:

Dr. Harris moved the board approve the recommended action concerning the appeal of Catherine Grell. Mrs. Murphy seconded the motion, and it passed unanimously.

c. Lois Murphy, Iowa State University. It was recommended that the board: (1) Affirm the decision of the Regents Merit System Director not to arrange for arbitration of Ms. Murphy's grievance; (2) direct the Merit System Director to initiate a review of Ms. Murphy's position to determine if it is properly classified, based on current duties and responsibilities; (3) direct the university to review records on overtime, vacation, and emergency leave in instances cited by Ms. Murphy, make adjustments if appropriate, and report findings to the Regents Merit System Director; (4) direct the university to review the records and practices of the Department of Agricultural Engineering regarding compensatory time for merit system employees, direct revisions and adjustments if appropriate to make procedures consistent with those followed by other university departments, and report findings and actions to the Regents Merit System Director.

The Board Office provided the following background information concerning Ms. Murphy's appeal:

Merit rules provide procedures for the resolution of employee grievances culminating in outside arbitration if the disagreement is not settled at institutional steps. The rules also give the Merit System Director authority to refuse to arrange for arbitration. A decision by the Merit System Director not to arrange for arbitration is subject, under the rules, to review by the board on appeal from the grievant.

In July Lois Murphy, a Clerk IV in the ISU Department of Agricultural Engineering, filed a grievance alleging violations of merit rules 3.3, which provides for the uniform administration of the merit system, and 3.140, which specifically states that "Employing departments will establish work schedules and other regulations regarding attendance that they deem necessary in accordance with these rules and the policy and rules of their institution, and such schedules and rules will be made known to affected employees."

Following a meeting of the Dean of the College of Agriculture and Ms. Murphy, at the second step of the grievance procedure, the Dean outlined instructions to Ms. Murphy's department head regarding (1) a review of procedures to assure uniform application of attendance regulations, and (2) a review of Ms. Murphy's duties and responsibilities. Ms. Murphy appealed her grievance to the final institutional step when she saw nothing had been done in response to the Dean's letter.

On August 13, ISU Personnel Director, met, as the representative of President Parks, with Ms. Murphy and her representative. It was the Personnel Director's understanding, based on follow-up on the Dean's letter, that Ms. Murphy's grievance was settled. However, Ms. Murphy subsequently requested the Regents Merit System Director to arrange for arbitration of her grievance. The remedies Ms. Murphy requested in her grievance were (1) transfer to another department; (2) clarification of her job responsibilities; and (3) attendance rules and regulations be written and followed by all merit employees.

While the request for transfer is not an arbitrable issue, it is noted that Ms. Murphy's name has been placed on the ISU transfer list and she has been referred to several openings. Ms. Murphy is apparently satisfied with the clarification of her job duties and responsibilities. Also, it is the understanding of the Board Office that written rules and regulations regarding attendance and absences are in force. For those reasons, the Merit System Director decision was not to arrange for arbitration of the grievance.

Motion:

Dr. Harris moved that the board the actions recommended regarding Ms. Murphy's appeal and that follow-up report be provided to the board by the January meeting. Mrs. Anderson seconded the motion, and it passed unanimously.

NEXT MEETINGS: President Brownlee stated that the January meeting would be on January 17, 1985, in Cedar Falls. He also noted that the dates for the June meeting had been changed and that the May meeting may also be changed.

February 13-14, 1985		Des Moines
March 21	Iowa State University	Ames
April 17-18	University of Iowa	Iowa City
May 15-16	University of Northern Iowa	Cedar Falls
June 26-27	University of Iowa	Okoboji
July 18	Iowa State University	Ames

President Brownlee then asked the board members and institutional executives if there were any additional items to be raised for discussion pertaining to the general docket. There were none.

STATE UNIVERSITY OF IOWA

The following business pertaining to the State University of Iowa was transacted on Thursday, December 20, 1984.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of November 1984 were ratified by general consent of the board.

OTHER PERSONNEL TRANSACTIONS. The board was requested to approve the following appointments:

Gerald L. Stone as Director of the University Counseling Service, effective January 1, 1985, at an annual salary of \$46,000.

Michael L. McNulty as Director of the Center for International and Comparative Studies, effective January 1, 1985, at his currently budgeted salary.

Casey D. Mahon as Acting Treasurer for the University of Iowa effective January 1, 1985, through June 30, 1985, or until a new Treasurer has been appointed.

Joe Dan Coulter, Ph.D., as Professor and Head of the Department of Anatomy, College of Medicine, effective April 1, 1985, at an annual salary of \$81,000.

Motion:

Dr. Harris moved that the board approve the appointments as outlined above. Mrs. Jorgensen seconded the motion, and it passed unanimously.

DEPARTMENTAL NAME CHANGE. It was recommended that the board refer the request to change the name of the Department of Pedodontics in the College of Dentistry to the Department of Pediatric Dentistry and associated change in the degree program to the Interinstitutional Committee on Educational Coordination for review and recommendation.

The Board Office noted that the changes were being proposed because of related changes in the field.

Action:

President Brownlee stated that the board by general consent referred the departmental name change to the Interinstitutional Committee and the Board Office for review and recommendation.

PHASED RETIREMENTS. It was recommended that the board approve the following phased retirement requests:

Virginia L. Voparil, Clerk III, effective January 1, 1985. Ms. Voparil will reduce to 80 percent for the first four years of the phasing agreement and will reduce to 50 percent in the fifth and final year.

Larry Calkins, Sign Painter, effective January 1, 1985. Mr. Calkins will reduce to 80 percent during the next three years.

Lucille M. Thomas, Physical Therapy Assistant, effective January 1, 1985. Ms. Thomas will reduce to 80 percent during the next three years.

Vera May Remmes, Laboratory Assistant II, effective January 1, 1985. Ms. Remmes will reduce to 80 percent time January 1, 1985; 60 percent on January 1, 1986, with full retirement currently anticipated on December 31, 1986.

Mary Jean Kempf, Laboratory Technician IV, effective January 1, 1985. Ms. Kempf will reduce to 50 percent time January 1, 1985, and continue in this capacity until full retirement which is currently anticipated on December 31, 1986.

Harriet G. Dean, Secretary III, effective January 1, 1985. Ms. Dean will reduce to 75 percent on January 1, 1985; 75 percent on January 1, 1986; and 50 percent on January 1, 1987.

Motion:

Dr. Harris moved that the board approve the phased retirements as outlined above. Mrs. Jorgensen seconded the motion, and it passed unanimously.

BUILDING NAME CHANGE. It was recommended that the board approve the change in the name of the Zoology Building to the Biology Building.

The Board Office reported that the board recently approved a change in the name of the Department of Zoology and in the degrees offered by this department. It is now being recommended that the name of the Zoology Building be changed to the Biology Building which is consistent with the board's previous approvals.

Motion:

Mr. McDonald moved that the board approve the change in the name of the Zoology Building to the Biology Building. Mrs. Anderson seconded the motion, and it passed unanimously.

Agreements Reported

The university requests ratification of its selection of architectural and engineering firms to provide design services on the following projects:

University Theatre Addition--Site Development

Shoemaker & Haaland, Coralville, Iowa

Fee: \$11,117.00

This project involves the construction and site restoration improvements for the soon-to-be-completed University Theatre Addition. The work includes grading, sidewalks, driveways, parking areas, lighting, and landscape planting.

University Hospitals--Surgery Transplant Recovery Area

Hansen Lind Meyer, Iowa City, Iowa

Fee: \$13,675.00

This project involves studying possible locations for a surgery transplant recovery area, including development of a project description and budget.

Macbride Hall--Phase IV--Remodeling and Fire Safety Improvements

McConnell, Steveley, Anderson, Cedar Rapids, Iowa

Fee: \$18,100.00

This project involves remodeling Macbride Hall for two Home Economics laboratories and a research center, as well as installation of a building fire alarm system.

Medical Research Facility Addition

CPMI, Des Moines, Iowa

Fee: \$16,979.88

This project involves a feasibility study and development of estimated costs of adding two stories of space onto the existing Medical Research Facility. The project also includes a feasibility study for adding additional space for research in the area of the Medical Laboratories Building. The university is studying the feasibility of these additions in order to develop estimated costs before proceeding with any of the projects.

Pharmacy Building--Air Conditioning and Ventilation Renovation

Frank Pulley Associates, Inc., Des Moines, Iowa

Fee: \$6,000.00

This project involves developing drawings, equipment specifications, and estimated construction costs for renovation of the air conditioning and ventilation of the Pharmacy Building.

Ronald McDonald House--Electrical Distribution System--Quality Control and Testing Services

Shive-Hattery Engineers, Iowa City, Iowa

Fee: \$2,150.00

This project involves evaluation and testing work associated with the new electrical distribution system to the Ronald McDonald House.

College of Law Building--Pedestrian Bridge Soil Borings

Shoemaker & Haaland, Cedar Rapids, Iowa

Fee: \$3,377.00

This project provides for soil borings and appropriate field and laboratory sampling to make recommendations for the foundations of the new pedestrian bridge to the new Law Building.

Van Allen Hall--Second Floor Computer Room Air Conditioning

The Durrant Group, Inc., Dubuque, Iowa Increase: \$6,497.50

This project provides preparation of construction documents necessary for construction of a new computer room and to provide adequate air conditioning capacity for both the existing and new computer rooms.

Increases in Compensation

The university requests approval of an increase in compensation on four projects for additional architectural or engineering services. The projects include:

University Hospitals--John W. Colloton Pavilion--Phase B

Hansen Lind Meyer, Iowa City, Iowa Increase: \$29,650.00

Additional architectural services are required to redesign the dietary offices, provide additional public restrooms, design a patient terrace sun deck, and redesign a new waiting room and offices. The work includes preparation of supplemental drawings incorporated in the revised requirements.

Indoor Practice Facility--Link and Office Addition

Stanley Consultants, Inc., Muscatine, Iowa Increase: \$5,000.00

Additional engineering services on this project are required because the firm will be providing the services of a soils consultant, as requested by the university. Additional work includes subsurface exploration, laboratory analysis and testing, and preparation of a geotechnical report.

Fire Safety Deficiency Corrections--1981--Phase II--Hospital School

Neumann Monson Architects, Iowa City, Iowa Increase: \$9,350.00

Additional architectural services on this project are part of an ongoing effort to bring the facility into compliance with life safety codes. The work includes design and specification preparation for remodeling of the kitchen in the Hospital School.

College of Law Building

Shive-Hattery Engineers, Iowa City, Iowa Increase: \$30,690.00

Additional services on this project involve two elements. The first element is drafting work necessary for preparation of as-built drawings by Shive-Hattery, who is serving as construction manager for the project. The second element is surveying responsibility that has been added to the construction manager's work. The surveying was originally included in the general contractor's contract, but was deleted by a change order. This portion of the increase in the construction manager's fee is offset by the reduction in the construction contract.

Motion: Mr. McDonald moved that the board approve the Register of Capital Improvement Business Transactions. Mr. Neu seconded the motion, and it passed unanimously.

RESIDENCE SYSTEM INTERFUND TRANSFER. It was recommended that the board approve a transfer of \$2,166,000 to the Dormitory Improvement Fund from the Dormitory Surplus Fund.

The Board Office reported that there are currently \$600,000 in mandatory transfers resulting from bond resolutions to support building repairs and improvements from the Dormitory Improvement Fund. With the passage of time and the erosion of purchasing power through price inflation, \$600,000 represents only approximately one-fifth of total support planned for building renovation and improvement in FY 1984-85. In the ten-year planning report the board received in March 1984, the university estimated approximately \$3,000,000 in building repairs and improvements from the Improvement Fund in 1984-85.

Based on institutional estimates at the beginning of the current fiscal year, surplus fund balance as of June 30, 1985, were estimated at \$630,000. It is noted that surplus fund balances on June 30, 1985, are now estimated at \$1,800,000 after this transfer-out which suggests the resident system's overall financial picture remains strong through 1984-85.

Motion: Mrs. Jorgensen moved that the board approve the transfer of \$2,166,000 to the Dormitory Improvement Fund from the Dormitory Surplus Fund. Mr. Van Gilst seconded the motion, and it passed unanimously.

LEASES OF PROPERTY. It was recommended that the board approve leases as follows for space in the Technological Innovation Center at the university's Oakdale Campus:

- (a) Approximately 264 square feet of office space (Room 19) in the Technology Innovation Center, Oakdale Campus, to 3RW Corporation at a rent of \$132 per month for the term January 1, 1985, to December 31, 1985, and
- (b) Approximately 1840 square feet of space (Rooms A101, A103, A104, A105, and A108) in Oakdale Hall, a part of the Technology Innovation Center, Oakdale Campus, to Computer Aided Design Software, Inc., at a rent of \$920 per month for the term January 1, 1985, to December 31, 1985.

Motion: Moved by Mr. McDonald that the board approve the leases with 3RW Corporation and Computer Aided Design Software, Inc., for space in the Technological Innovation Center. Mrs. Anderson seconded the motion, and upon the roll being called the following voted:
AYE: Anderson, Harris, Jorgensen, McDonald, Murphy, Neu, Van Gilst, Brownlee.
NAY: None.
ABSENT: Mr. Duchen.

(NOTE: Following the meeting, adjustments were made in the lease with Computer Aided Design Software, Inc., reducing the square footage and total rental. The space was reduced from 1,840 square feet to 1,691 square feet which reduces the monthly rental from \$920 to \$845.50.)

TUITION AND FEES SCHEDULE - 1985-86. It was recommended that the board approve the University of Iowa tuition and fee schedule, miscellaneous tuition charges, and miscellaneous services fees for 1985-86, effective with the 1985 Summer Session.

The board approved the following 1985-86 annual tuition rates at the university at its October 1984 meeting:

<u>Level</u>	<u>Resident Tuition</u>	<u>Nonresident Tuition</u>
Undergraduate	\$1,304	\$3,830
Graduate	1,546	3,996
Law	1,680	4,740
Pharm. D.	1,680	4,740
Dentistry	2,962	7,393
Medicine	4,116	9,458

The University of Iowa requested approval of its hourly tuition rates, effective Summer Session 1985. The proposed schedule is consistent with the tuition rates previously approved and with the Regents Procedural Guide requirements concerning tuition for part-time students.

The university also requested approval of increases in some of its miscellaneous tuition charges. The increases proposed are in the range of 5 to 6 percent and thus are comparable to tuition increases and representative of inflation increases.

Complete listings of the proposed tuition and fee charges are shown on the next three pages.

Motion: Mrs. Murphy moved that the board approve the tuition and fee schedule, miscellaneous tuition charges, and miscellaneous services fees for 1985-86, effective with the 1985 Summer Session. Mr. Neu seconded the motion, and it passed unanimously.

Fee Schedule

Effective Summer 1985, Fall 1985, Spring 1986

Fee Semester Hours	0-2	3	4	5	6	7	8	9	10	11	12
*Undergraduate Colleges											
Resident	110	165	220	275	330	385	440	495	550	605	652 (12 or more)
Nonresident	110	165	220	800	960	1120	1280	1440	1600	1760	1915 (12 or more)
Graduate College											
Resident	172	258	344	430	516	602	688	773 (9 or more)			
Nonresident	172	258	344	1110	1332	1554	1776	1998 (9 or more)			
Dentistry											
Resident	248	372	496	620	744	868	992	1116	1240	1364	1481
Nonresident	248	372	496	1545	1854	2163	2472	2781	3090	3399	3697
**Law and Pharm D											
Resident	140	210	280	350	420	490	560	630	700	770	840
Nonresident	140	210	280	990	1188	1386	1584	1782	1980	2178	2370
Medicine											
Resident	344	516	688	860	1032	1204	1376	1548	1720	1892	2058
Nonresident	344	516	688	1975	2370	2765	3160	3555	3950	4345	4729

*Undergraduate Colleges are: Business Administration, Engineering, Liberal Arts, Nursing, and Pharmacy.
 **Tuition for Law students in special ten week summer session is two-thirds of semester rate. (Resident \$563, Nonresident \$1588)

UNIVERSITY OF IOWA
Miscellaneous Service Fees (Non-tuition items)

	<u>1984-85</u>	<u>1985-86</u>
Application for Admission	\$10.00	no change
Catalogs	3.00	" "
Change of Registration (Drop/Add)	4.00 each course	" "
Departmental Exam. for Credit	20.00 per exam	" "
Diploma Replacement	10.00	" "
Doctoral Dissertation Fee	45.00	" "
Duplication of file materials (photocopy)	.25 per page	" "
ID Card Replacement	6.00	" "
Late Registration	10.00	" "
Late Payment of Tuition (see Reinstatement Fee)		
Orientation Services		
Administration Fee Freshmen - Summer Orientation	5.00	" "
Administration Fee - Foreign Student Orientation	5.00	" "
Placement Services		
Educational Placement		
Registration Fee (current or Alumni)	10.00 (provides 10 sets of credentials)	
Additional 10 sets of credentials	10.00	" "
One set of credentials for Inactive Applicant	3.00	" "
Vacancy Lists per 4 month term per category	5.00	" "
University Placement		
Reference File - Student	6.00	8.00
Reference File - Alumni	10.00	12.00
Job Bulletin - Student	6.00	8.00
Job Bulletin - Alumni	10.00	12.00
Campus Interview Sign-up	6.00	8.00
Reinstatement Fee (for restriction of registration during session)	10.00	no change
Refund Schedule (for cancelled registration not reinstated)		
First Week of Classes	90% credit	
Second Week of Classes	75% credit	
Third Week of Classes	50% credit	
Fourth Week of Classes	25% credit	
After 4th Week of Classes	no credit	
Refund Schedule for Reduced Load (below 12 s.h.)		
Full credit to reduced rate during first 3 weeks of classes		
No credit for reduced rate after first 3 weeks of classes		
Returned Check Charge	5.00	no change
Student Activity Privileges		
For registrations which exclude activity privileges:		
Semester	not yet determined	
Summer	not yet determined	
Transcripts - single copy	3.00	no change
Additional copies same order	1.00 each	" "
Surcharge for rush copies (while you wait)	1.00	" "

University of Iowa - Miscellaneous Tuition Charges
Changes Proposed in Tuition Charge for Special (Misc.) Programs for 1985-86

Program	Fees from 1984-85	To 1985-86	Date of last change
Hospital Certificate Technology Programs (non-credit)	\$190 per year	\$200 per year	June 1, 1984
Correspondence Study	\$35 per s.h.	\$37 per s.h.	June 1, 1984
Extension Courses: MBA	\$110 per s.h.	no change	June 1, 1984
Other	\$60 " "	\$63 per s.h.	June 1, 1984
Workshops	\$60 " " (or week)	\$63 " " (or week)	June 1, 1984
Independent Study Unit (Summer)	\$60 " "	\$63 " "	June 1, 1984
Lakeside Lab (each 5 weeks)	\$246 per 5 wks.	\$258 per 5 wks.	June 1, 1984
PhD Post Comp Registration	\$60	no change	June 1, 1981
Masters Final Registration	\$60	no change	June 1, 1981
Private Music Lessons			
<u>Summer Session</u>			
1 course (1 hour per week)	\$40	\$45	July 1, 1984
<u>Academic Year</u>			
1 course (½ hour per week) (non-majors only)	\$50	\$55	July 1, 1984
1 course (1 hour per week)	\$75	\$80	July 1, 1984
2 courses (2 hours per week)	\$140	\$150	July 1, 1984

RESOLUTION - MANUAL OR FACSIMILE SIGNATURE. It was recommended that the board adopt the following resolution:

RESOLVED, that First National Bank, Iowa State and Trust Company, Hawkeye State Bank, all located in Iowa City, Iowa; Norwest Bank Des Moines, N.A., located in Des Moines, Iowa; and the Merchants National Bank located in Cedar Rapids, Iowa, as designated depositories of the State University of Iowa be and they are hereby requested, authorized and directed to honor checks, drafts, or other orders for payment of money drawn in the name of the State University of Iowa, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof when bearing or purporting to bear the manual or facsimile signatures of Casey D. Mahon, Acting Treasurer, and Doug Young, Secretary, and the said banks shall be entitled to honor and to charge said State University of Iowa for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signatures resemble the facsimile specimens duly certified to or filed with the said banks by the Treasurer and the Secretary of the State University of Iowa.

BE IT FURTHER RESOLVED that this Resolution, when adopted, will become effective January 1, 1985, and will supersede all prior resolutions dealing with matters herein set forth.

The Board Office reported that the reason for adopting the resolution is that the present treasurer, Ray Mossman, is resigning from the responsibility of University Treasurer effective December 31, 1984, and that Casey D. Mahon will serve as acting treasurer until the position is filled on a permanent basis.

Motion:

Dr. Harris moved that the board adopt the resolution as outlined above. Mrs. Murphy seconded the motion, and upon the roll being called the following voted:

AYE: Anderson, Harris, Jorgensen,
McDonald, Murphy, Neu,
Van Gilst, Brownlee.

NAY: None.

ABSENT: Mr. Duchon.

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

IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Thursday, December 20, 1984.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of November 1984 were ratified by general consent of the board.

APPROVAL OF INTERNATIONAL AGREEMENTS, GRANTS, CONTRACTS REPORT. It was recommended that the board receive the report on international programs, agreements, and memoranda of understanding from Iowa State University and request that the university make this report annually.

The university reported that it had been directly and extensively involved with various study abroad programs and international agreements for many decades. The number of such agreements vary from year to year. This year the university reported 57 such agreements and contracts. Approximately 20 of these agreements are university-wide, while the remainder relate to individual collegiate units and departments. From the information provided by the university, only three of these agreements and contracts involve the expenditure of ISU state funds.

Action: President Brownlee stated that the board by general consent received the report on international agreements and contracts.

APPOINTMENT OF UNIVERSITY ADMINISTRATORS. The board was requested to approve the following appointments.

Dr. Michael Boehlje as Assistant Dean of the College of Agriculture and Assistant Director of the Iowa Agriculture and Home Economics Experiment Station, effective January 1, 1985, at a salary of \$61,300.

Associate Dean Paul Morgan as Acting Chair of Civil Engineering, effective January 1, 1985, until a new chair is selected with the salary as budgeted.

Motion: Mrs. Jorgensen moved that the board approve the appointments as outlined above. Mr. Neu seconded the motion, and it passed unanimously.

APPROVAL OF DEGREE PROGRAM. It was recommended that the board refer the request for approval of the Master of Business Administration (M.B.A.) Degree in the College of Business Administration to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

The university indicates that there is a strong public demand for an M.B.A. program at Iowa State. This reason, along with various developments at the institution, have led the university to request approval of this degree.

Action:

President Brownlee stated that the board by general consent referred the request for approval of the degree program to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

ANKENY FARM--IOWA DEPARTMENT OF TRANSPORTATION--REQUEST TO PURCHASE RIGHT-OF-WAY--INTERAGENCY TRANSFER OF JURISDICTION. It was recommended that the board approve the Real Estate Agreement and Interagency Transfer of Jurisdiction to the Iowa Department of Transportation for purchase of approximately one acre of land at the Ankeny Research Farm, subject to Executive Council approval.

The Board Office noted that the Iowa Department of Transportation (IDOT) plans to widen U.S. Highway 69 south of Ankeny. The plans require the purchase of one acre of right-of-way from the Ankeny Farm. IDOT appraised this property at \$8,000 and the university believes this price is fair and equitable. In addition to the purchase price of \$8,000, IDOT has agreed that the fence will be replaced, disturbed tile lines will be repaired, and access to the southeast corner of the property will be replaced as part of the project.

Motion:

Mrs. Murphy moved that the board approve the Real Estate Agreement and Interagency Transfer of Jurisdiction to the Iowa Department of Transportation for purchase of approximately one acre of land at the Ankeny Research Farm, subject to Executive Council approval.

Mr. McDonald seconded the motion, and upon the roll being called, the following voted:

AYE: Anderson, Harris, Jorgensen,
McDonald, Murphy, Neu,
Van Gilst, Brownlee.

NAY: None.

ABSENT: Duchon.

ALUMNI HALL--ACQUISITION, RENOVATION, AND UTILIZATION. It was recommended that the board (1) authorize the university to acquire Alumni Hall with no cost or debt to the institution; and (2) permit the university to negotiate for architectural services to renovate the building for appropriate university programs.

The Board Office noted that the Alumni Hall is governed by its own Board of Directors and serves as a residence for 59 students and houses the YMCA and YWCA. The building is located at the south end of a pedestrian mall that extends past Beardshear Hall to the Parks Library at the north.

The Alumni Hall Board of Directors has expressed a desire to transfer the building's ownership to the university. Although the building is deteriorating, it has been judged to be structurally sound.

The university would like to acquire and renovate the building for administrative and student service functions. The renovation is estimated to cost approximately \$2,000,000 and would be funded from earnings on Treasurer's Temporary Investments.

Regent Anderson asked how the acquisition and renovation of this building related to the university's overall building plan.

Vice President Madden stated that the project had been part of the ten-year building plan but that compliance with fire safety codes has required changing priorities.

Regent Anderson stated that she was concerned with the procedure used to bring this before the board.

President Parks stated that this was a unique case and that the renovation is necessary to comply with fire codes and that the university feels it cannot put money into a building it does not own. This is an emergency situation and a legitimate use of the funds.

Regent Harris stated that he felt it was appropriate for the institutions to do this and the use of these funds was separate from the issues discussed in the capital procedures earlier in the meeting.

Regent Harris asked that the Board Office send a report to the board outlining the funds available through the Treasurer's Temporary Investments to the universities.

Motion:

Dr. Harris moved that the board approve the actions as recommended regarding the acquisition and renovation of Alumni Hall. Mr. Neu seconded the motion.

Regent Neu stated that the board has to allow the institutions some discretion in the use of these funds.

Vote on motion:

AYE: Harris, Jorgensen, Murphy,
Van Gilst, Brownlee.
NAY: Anderson, McDonald.

ANKENY RESEARCH FARM - AGREEMENT BETWEEN ISU AND DM-A INDUSTRIAL DEVELOPMENT CORPORATION. It was recommended that the board (1) authorize the university to enter into an agreement with the DM-A Industrial Development Corporation; and (2) request the university and the Board Office to develop procedures for the reporting of authorized expenditures under this agreement.

The Board Office noted that the board had previously been informed by ISU officials regarding discussions between representatives of the business community in Des Moines and Ankeny over the possible use of the Ankeny Research Farm as an economic development tool in the Ames-Des Moines corridor. As a result of these discussions, it is anticipated that Des Moines and Ankeny officials will soon form an industrial development corporation which could be used to help develop the Ankeny Research Farm into a commercial/industrial park. The purpose of the proposed agreement is to allow those development efforts to proceed with appropriate protections of the university's interest.

This joint venture would involve DM-A hiring and paying a consultant to develop a long-range plan for the development of this area for conversion into a commercial/industrial park. DM-A would pay the expenses for a consultant as well as any development and promotional efforts to attract investors in the area. Any expenses incurred by DM-A must be approved in advance by the university.

Upon the division of the land into potential commercial/industrial tracts, it is anticipated that the sale of this land would be on a tract-by-tract basis. The university would receive, at minimum, the appraised value of the land, which would not take into account the increased value of the particular tract due to previous developments of the industrial and commercial park. Any funds received in excess of the appraised value would be used to reimburse DM-A for the expenses in planning, promoting, and developing the area. If funds still remained from the sale proceeds, the university would receive those remaining funds to be used to purchase additional land, to relocate the dairy operation, or to otherwise further the missions of ISU. It was also noted that these individual sales would be reported to and approved by the board as well as the Executive Council, in accordance with statutory requirements.

Either party may terminate the agreement upon 90-day notice. However, for a period of five years following termination, DM-A would be able to be reimbursed for any expenditures made for planning, developing, and promoting the sale of this land.

The agreement was reviewed by the Regents Committee on Economic Development and approved by that group.

President Parks introduced Mark Threlkeld, Vice President, Economic Development of the Greater Des Moines Chamber of Commerce.

Mr. Threlkeld stated that the board has the opportunity to make real the concept of the Des Moines-Ames corridor by taking the research

and educational strengths of the university and linking them to the largest metropolitan area in the state. This agreement puts together a formal relationship between Iowa State University and the business community.

Motion:

Mr. Neu moved that the board approve the agreement between Iowa State University and the DM-A Industrial Development Corporation and request that the university and the Board Office develop procedures for the reporting of authorized expenditures under the agreement. Mr. Van Gilst seconded the motion, and it passed unanimously.

A copy of the agreement is on file in the Board Office.

TIAA-CREF WAIVER OF DISABILITY PREMIUM PAYMENT FOR FEDERAL CIVIL SERVICE EMPLOYEES. It was recommended that the board approve the implementation of the university's recommendation for any covered university staff member, becoming disabled after January 1, 1985.

The Board Office explained that employees at all three Regent universities who participate in the TIAA-CREF retirement program have employer/employee contributions toward retirement which total 15 percent of total salary in most cases. Employees participating in TIAA-CREF who become disabled have those contributions to retirement continued during their disability through an insurance program paid for by the universities.

There are two groups of university employees who do not have such retirement contributions continued during disability. There are about 440 federal civil service employees within the ISU Cooperative Extension Service and about 2,000 IPERS employees at the three universities. Those who are federal civil service employees through Iowa State University are so because of their position, while those who are covered by IPERS have opted for IPERS rather than TIAA-CREF retirement coverage.

Employer/Employee contributions toward the federal civil service retirement total 14 percent of total salary compared to the 15 percent for TIAA-CREF. The university proposal would, for those federal civil service participants who became disabled, continue the contribution at the higher level of 15 percent of salary during disability through the purchase of a TIAA-CREF contract rather than the 14 percent contribution to the federal civil service retirement program. Continuation under federal civil service retirement is not possible during disability.

The university requested that the insurance program covering contributions to a retirement program for federal employees begin on December 1, 1984; however, the Board Office recommended that the program not be retroactively approved and that the insurance coverage begin January 1, 1985.

Motion:

Mrs. Murphy moved that the board approve the action as recommended regarding the TIAA-CREF waiver of disability premium payment for federal civil service employees. Mrs. Jorgensen seconded the motion, and it passed unanimously.

TUITION AND FEE SCHEDULE FOR 1985-86. It was recommended that the board approve the semester hour tuition schedule and miscellaneous fees for 1985-86, effective with the 1985 Summer Term.

The board approved the following 1985-86 annual tuition rates at Iowa State University in October 1984:

<u>Level</u>	<u>Resident Tuition</u>	<u>Nonresident Tuition</u>
Undergraduate	\$1,304	\$3,830
Graduate	1,546	3,996
Veterinary Medicine	2,962	7,104

The university requested approved of its credit hour fee schedule, effective with the Summer Term of 1985. The proposed schedule is consistent with the tuition rates previously approved and with the Regent Procedural Guide requirements concerning tuition for part-time students.

The university also submitted its schedule of miscellaneous student fees, most of which are unchanged. The university is proposing a new fee of 3 percent of assessed fees for sponsored international students. The university reported that this fee would affect only international students who are sponsored by government agencies (generally from their home countries) and that it would help to offset some of the special costs incurred in collecting fee payments for these students. The Board Office recommended approval of this fee.

The university's credit hour fee schedule and schedule of miscellaneous fees are outlined on the following two pages.

Motion:

Mr. Neu moved that the board approve the 1985-86 credit hour fee schedule and miscellaneous student fees as proposed. Mrs. Anderson seconded the motion, and it passed unanimously.

Amounts in parentheses are for 1984-1985.

FEE SCHEDULE FOR 1985-86

Per Semester Fees

Credit Hours	Undergraduate				Veterinary Medicine				Hours	Graduate			
	Resident		Non-Resident		Resident		Non-Resident			Resident		Non-Resident	
1-2*	(104)	110	(104)	110	(236)	248	(236)	248	1-2*	(164)	172	(164)	172
3	(156)	165	(156)	165	(354)	372	(354)	372	3	(246)	258	(246)	258
4	(208)	220	(208)	220	(472)	496	(472)	496	4	(328)	344	(328)	344
5	(260)	275	(720)	800	(590)	620	(1335)	1480	5	(410)	430	(1000)	1110
6	(312)	330	(864)	960	(708)	744	(1602)	1776	6	(492)	516	(1200)	1332
7	(364)	385	(1008)	1120	(826)	868	(1869)	2072	7	(574)	602	(1400)	1554
8	(416)	440	(1152)	1280	(944)	992	(2136)	2368	8	(656)	688	(1600)	1776
9	(468)	495	(1296)	1440	(1062)	1116	(2403)	2664	9-15	(736)	773	(1800)	1998
10	(520)	550	(1440)	1600	(1180)	1240	(2670)	2960					
11	(572)	605	(1584)	1760	(1298)	1364	(2937)	3256					
12 or more	(621)	652	(1725)	1915	(1410)	1481	(3200)	3552					

Above fees to be effective Summer 1985.

0 Credit Courses - Assessed on contact hours with a maximum assessment of 3 credit hours.

R Credit Courses - Assessed at 1 credit hour or minimum fee if that is all that is being given.

*Minimum fee for on campus registration.

Resident rate charged for 4 credits or less for Fall, Spring, and Summer Semesters.

Continuous Registration for graduate students - \$60 (\$60).

Workshops for both undergraduate and graduate students - \$63 (\$60) per credit hour for 1, 2, or 3 credit workshops.

Private Music Instruction - University Students; Non-University Students

15 lessons per semester:	60	(55)	110	(100)
30 lessons per semester:	90	(85)	180	(175)

Miscellaneous Student Fees

IOWA STATE UNIVERSITY
December 20, 1984

1985-86

Application Fee	\$ 10.00	
Transcript Fee		
First Copy	3.00	
Additional Copies	1.00	
Unofficial Copy	2.00	
Student Identification Card Replacement	6.00	
Late Registration	10.00	
Late Fee Payment	10.00	
Each Additional Day	2.00	
Maximum	30.00	
Noncompletion of Registration		10% of assessed fees if not canceled before the sixth day of classes.
Change in Registration or Drops/Add		
First 5 days of Classes	0	
Each Change Slip	5.00	
Diploma Replacement	10.00	
Thesis Fee		
Masters	35.00	
Doctorate	70.00	
Departmental Credit by Exam	20.00	
Extension Course per Credit Hour		
Undergraduate	63.00	(60.00)
Graduate	86.00	(82.00)
Semester Health Fee (Voluntary)		
Single	20.00	(15.00)
Family	56.00	(40.00)
Orientation/Matriculation	12.00	(10.00)
(all new undergraduate at time of initial registration)		
Photocopying/Per Page	.10	
Reinstatement	20.00	
Regents Abroad Programs		Special Program Fees
Senior Fee	2.00	
Sponsored International Student Fee		3% of Assessed Fees
Student Activity Privileges		
On Campus	0	
Off Campus	*28.00	
Refund Schedule		
1st Week	100%	
2nd Week	75%	
3rd Week	50%	
4th Week	25%	
5th Week	0	
(after 1st week a minimum of \$100.00 (95.00) is retained to cover fixed fee allocations; then refund is calculated)		
Return Check Charge	7.00	(5.00)
Placement Services	0 - 25.00	(0-20.00)
(fee assessed by college based on optional nature of service costs and number of resumes, credentials, etc.)		

*May be amended later.

() Figures reflect 1984-85 fees. All other fees remain unchanged.

FEE0025

LEASE OF PROPERTY. It was recommended that the board approve the lease of approximately 39 acres of land in Story County, in two parcels, to Johnny Coder for a term falling approximately between December 21, 1984, and April 15, 1986, for a cash rent of \$80 per acre.

The Board Office noted that the university's Veterinary Medical Research Institute currently manages the land and has used the land for the production of hay. The alfalfa stand has greatly diminished in recent years and needs to be reseeded. The university advertised to the public the availability of the land for lease with restrictions requiring reseeding of the alfalfa after a crop is harvested by the tenant.

Two bids were received by the university from prospective tenants. The university has rejected the lesser bid of \$45 per acre and wishes to accept the higher bid of \$80 per acre.

Motion:

Mrs. Murphy moved that the board approve the lease of approximately 39 acres of land in Story County, in two parcels, to Johnny Coder for a term falling approximately between December 31, 1984, and April 15, 1986, for a cash rent of \$80 per acre. Mr. Neu seconded the motion, and upon the roll being called, the following voted:

AYE: Anderson, Harris, Jorgensen,
McDonald, Murphy, Neu,
Van Gilst, Brownlee.

NAY: None.

ABSENT: Mr. Duchen.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that the final register for the period November 16 through December 20, 1984, had been received, was in order, and recommended approval.

Analysis of the register is as follows:

Utilizing Form B, the executive secretary awarded the following construction contract. Ratification of action taken is requested.

Physical Education Building--Renovation for Exercise Physiology

Award to: Webster Construction Co., Fort Dodge, Iowa
Base Bid of:

\$169,900.00

(7 bids received)

This project involves remodeling a portion of an existing locker room to accommodate instruction and research activities associated with exercise physiology.

Form B was used because the low bid exceeded the current approved project budget of \$150,000. The university needs to undertake the renovation work during the Christmas break when this area will be vacated. The university has revised the project budget to cover the increased cost. Because of the university's need to proceed with the project, the executive secretary awarded the contract. Source of funds for the increased budget continues to be University Building Repairs.

Utilizing Form C, the following contract action is recommended to the board for approval:

Utilities--Heating Plant--Replace #5 Boiler Superheater

Award recommended to: Moorhead Machinery & Boiler Company, Minneapolis, MN
Alternate #1 Proposal of: \$285,700.00
(2 bids received)

Bids were received for this project on November 20, 1984. The two bids received exceeded the current project budget of \$200,000. The university has submitted a revised project budget reflecting the increased construction costs. The additional funds for the project are from Utility Equipment Repairs. The university indicates that rebidding may not result in any savings and needs to move forward with the project. Therefore, approval of the contract award is recommended.

REVISED OR AMENDED PROJECT BUDGETS:

The university has submitted amended or revised project budgets on three projects to reflect construction awards. The projects are:

Utilities--Heating Plant--Replace #5 Boiler Superheater
(Current budget of \$200,000) Revised: \$320,000.00

Physical Education Building--Renovation for Exercise Physiology
(Current budget of \$150,000) Revised: \$180,000.00

Friley Hall Renovation--Phase 4 Amended: \$2,500,000.00

This project budget is amended to shift \$160,000 from contingencies to the general construction portion to cover a change order discussed in the next section of this memorandum. The overall project budget of \$2,500,000 remains the same.

CONTRACT CHANGE ORDERS:

The university submits five construction contract change orders on this month's register. Four of these change orders are under \$25,000 and range in price from no change in the cost to an addition of \$19,098.97. The four change orders require no increase in the project budget.

The fifth change order on Friley Hall Renovation--Phase 4 requires board approval to increase the contract with Webster Construction Co. in the amount of \$158,773.00. The university and the construction manager on this project, Story

Construction Co., recommend that the general construction contractor undertake waterproofing portions of the existing Friley Hall dining room plaza and associated work as part of the general construction contract. The university indicates the continuity of having one contractor carry out this additional work and the improved control over the timing, quality, and schedule of the work as significant advantages in proceeding with the change order. If the work were bid separately, no cost advantage would result and the desired quality of the work would be more difficult to achieve.

The amount of the change order has been negotiated and the construction manager verifies that the amount is appropriate for the work involved. This change order will not require an increase in the total project budget.

The Board Office concurs in the university's request to approve the change order, but cautions against using change orders that approximate 50% of a construction contract.

ACCEPTANCE OF COMPLETED CONSTRUCTION CONTRACTS:

The university reports acceptance of two construction contracts. In each case the inspection found that the work was complete and complied with plans and specifications. It is recommended that the board accept the reports on these construction contracts.

Freeman, Oak, and Elm Halls--Window Replacement -- Zephyr Aluminum Products, Inc.

Elwood Drive Extension--Sixth Street Relocation -- McAninch Corporation

NEW PROJECTS:

Jack Trice Field--Replace Artificial Turf
Source of Funds: Athletic Council

\$500,000.00

This project involves replacement of the ten-year old artificial turf on Jack Trice Field. The present surface is beyond the expected useful life, is a continuing maintenance problem, and presents a hazard to players. The university intends to replace the turf prior to the 1985 football season.

Design services will be furnished by Physical Plant and competitive bids will be taken for the complete installation.

Utilities--Electric Interconnection with City of Ames or Increased Generating Capacity--Phase I

The university is requesting authorization to negotiate for engineering services on this project. The two alternatives that have been explored are construction of the necessary electrical interconnections with the city of Ames and Iowa Electric Light and Power Company's grid system or to construct replacement of a turbine generator with a 12 megawatt extraction turbine. Either of these options are necessary to meet the university's future peak electric load.

The request to proceed with design is necessary because of the university's need for electrical service and the long lead time necessary to design and construct either of the alternative solutions.

This project was approved by the board as part of the 1985-87 biennial capital request and is associated with the boiler replacement and additional electrical service at Iowa State.

Motion:

Mr. Neu moved that the board approve the Register of Capital Improvement Business Transactions as presented. Mr. McDonald seconded the motion, and it passed unanimously.

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

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Thursday, December 20, 1984.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of November 1984 were ratified by general consent of the board.

OTHER PERSONNEL TRANSACTIONS. It was recommended that the board approve the appointment of Jo Hern Curris as Temporary Assistant Professor of Management for the second semester of the 1984-85 academic year. The salary will be at an academic-year rate of \$20,000, which results in a salary of \$10,000 for the one-semester appointment. This is an emergency appointment brought about by the inability of a faculty member to continue his duties due to personal problems. The appointment expires at the end of the second semester of the 1984-85 academic year.

Motion:

Mr. McDonald moved that the board approve the temporary appointment of Jo Hern Curris as Assistant Professor of Management. Mrs. Murphy seconded the motion, and it passed unanimously.

PHASED RETIREMENT REQUESTS. It was recommended that the board approve the following phased retirement requests:

Donald R. Boss, Chief Purchasing Agent, effective January 1, 1985. Mr. Boss will continue on a full-time schedule during the first six months (January - June 1985) and off duty for the remainder of the phasing period (July - December 1985), with retirement effective December 31, 1985.

Joseph H. Pearce, Supervisor (Environmental Systems), effective January 1, 1985. Mr. Pearce will continue on a full-time schedule for the months of January, February, October, November, and December each year and be off duty for the remainder of the phasing period (April - September) with retirement effective as of December 31, 1989.

Motion:

Mrs. Jorgensen moved that the board approve the phased retirement requests as outlined above. Mr. Neu seconded the motion, and it passed unanimously.

POST AUDIT REVIEW. It was recommended that the board refer the Post Audit Review of (a) Master of Arts Degree, Major in Two Languages; (b) Master of Music Degree, Major in Conducting; and (c) Master of Arts Degree, Major in Psychology to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

The Board Office reported that these post audit reviews were provided to the board consistent with Section 6.05D of the Regents Procedural Guide.

Action: President Brownlee stated that by general consent of the board the above-mentioned post audit reviews were referred to the Interinstitutional Committee for Educational Coordination and the Board Office for review and recommendation.

AGREEMENTS WITH INTERNATIONAL INSTITUTIONS, AGENCIES, AND COUNTRIES.

It was recommended that the board receive the report and that the board request annual updates on international agreements.

It was noted that the University of Northern Iowa currently has agreements with six international institutions and agencies. Five of the agreement relate to exchanges of faculty and/or students. The particulars of the sixth agreement have yet to be determined.

Action: President Brownlee stated that by general consent the board received the report on agreements with international institutions, agencies and countries.

APPROVAL OF PUBLIC RADIO STATION AGREEMENT. The proposed agreement among the University of Northern Iowa, North Iowa Area Community College, and North Iowa Friends of Public Radio was deferred until the January 1985 board meeting.

PROFESSIONAL AND SCIENTIFIC CLASSIFICATION SYSTEM. It was recommended that the board approve the following changes in the university's classification and compensation plan for professional and scientific staff:

<u>From: (Title/Grade)</u>	<u>To: (Title/Grade)</u>
Manager, Building Services Grade III (\$17,690-\$26,319)	Manager, Building Services Grade IV (\$20,526-\$30,980)
Maintenance and Operations Director Grade V (\$24,021-\$36,773)	Associate Director, Operations and Maintenance Grade V (\$24,021-\$36,773)
Assistant Director, Operations and Maintenance Grade IV (\$20,526-\$30,980)	Manager, Operations and Maintenance Grade V (\$24,021-\$36,773)

- Assistant to Vice-President
Administration and Finance
Grade VI (\$28,349-\$44,012)
- Assistant Director - Utilities
Grade V (\$24,021 - \$36,773)
- Manager, Utilities Distribution
Grade IV (\$20,526 - \$30,980)
- Manager, Campus Services
Grade V (\$24,021 - \$36.773)
- Manager, Operations
Grade IV (\$20,526 - \$30,980)
- Planning Specialist I
Grade II (\$15,379 - \$22,549)
- Planning Specialist II
Grade III (\$17,690 - \$26,319)
- Buyer Coordinator
Grade II (\$15,379 - \$22,549)
- Manager, Maintenance Services
Grade IV (\$20,526 - \$30,980)
- Assistant Manager, Operations
and Maintenance
Grade II (\$15,379 - \$22,549)

Title Changes Only with No Change in Pay Grade Assignment

<u>Old Titles</u>	<u>New Titles</u>
Assistant VP, Facilities	Director, Physical Plant
Engineering Services Director	Associate Director, Engineering Services
Grounds Services Manager	Manager, Grounds Services
Manager, Greenhouse and Lands	Manager, Landscaping Services
Electrical Services Manager	Manager, Electrical Services
Manager, Campus Services	Manager, Plant Stores
Facilities Automation Systems Manager	Manager, ACCS
Mechanical Services Manager	Manager, Mechanical Services
Transportation Services Manager	Manager, Transportation Services
Carpenter Services Manager	Manager, Carpenter Services
Heating and Power Plant Manager	Manager, Power Plant.

The Board Office explained the three reclassifications and 10 new classifications recommended in addition to the 11 title changes are all part of a physical plant reorganization with the exception of one new classification which is the Assistant to the Vice President, Administration and Finance.

The nine new professional and scientific classifications being created in this area are offset by the elimination of some 10 1/2 merit positions. The university indicates that no additional funding is required.

Each of the three reclassifications and 10 new classifications have been pointed counted by the institution in order to determine the appropriate pay grade assignment for those positions.

Motion: Mr. Neu moved that the board approve the Professional and Scientific Classification System changes as recommended. Mr. Van Gilst seconded the motion, and it passed unanimously.

REQUEST FOR APPROVAL OF AN INSTITUTE FOR EDUCATIONAL LEADERSHIP. It was recommended that the board refer this request to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

The Board Office explained that the University of Northern Iowa is proposing the establishment of an Institute for Educational Leadership that would have as its major focus the development and coordination of services to improve instructional and school leadership capabilities of Iowa educational administrators, especially principals.

Action: President Brownlee stated that the board by general consent referred the request for approval of an Institute for Educational Leadership to the Interinstitutional Committee on Educational Coordination and the Board Office for review and recommendation.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. The Board Office reported that the final register for the period October 27 through November 30, 1984, had been received, was in order and recommended approval.

Analysis of the register is as follows:

CONTRACT CHANGE ORDERS

The university reported approval of six change orders--all of which were under \$25,000. The change orders are on five contracts and range in price from a deduct of \$8,069 to an addition of \$,6902. None of these change requires an increase in the project budget.

ACCEPTANCE OF COMPLETED CONSTRUCTION PROJECTS:

The university reports acceptance of five construction projects. Inspection of each project found that the work was complete and complied with the plans and specifications. It is recommended that the board accept the reports on these construction projects:

1984 Parking Lot Improvements -- Aspro, Incorporated

Residence Systems--1984 Roof Improvements -- Rafoth Furnace and Sheet Metal Works, Inc.

1983 Academic Roof Improvements--Phase II--Contract II--Wright Hall and East Gym -- Paul G. Christensen Construction Co.

Communication Arts Center--Final Phase:

Site Preparation: Wendell Lockard Construction, Inc.

Steel Frame: Venetian Iron Works

FINAL REPORTS:

A final report is submitted by the university on one project:

Gilchrist Hall--Office Alterations -- This project was completed for \$38,086.14; the estimated budget for this project was \$35,000. The additional \$3,086.14 will be paid from Building Repair Funds, Unallocated.

The final report appears in order and is recommended for approval.

NEW PROJECTS:

The university is requesting approval of two new projects:

Replace By-pass Damper for Power Plant #2

Source of Funds: 1984-85 Fuel and Purchased Electricity Funds \$40,000.00

This project will replace the deteriorated and ineffective damper with a new damper to meet requirements of the Energy Policy Council and the Iowa Department of Water, Air, and Waste Management. Installation of the new damper will be accomplished through competitive bidding. Consultants will be used for project coordination and testing.

Insulate Steam Piping

Source of Funds: 1984-85 Fuel and Purchased Electricity Funds \$30,000.00

This project involves insulating selected steam lines throughout the campus and in mechanical rooms of selected buildings. The areas selected for insulation are those most urgent due to safety and energy conservation considerations. The university estimates the projected savings on this expenditure will offset costs in less than two years.

The university requests permission from the board to fund these two urgent utility maintenance projects from projected surplus fuel and purchased electricity funds. House File 2519 (1984) states that any unused fuel and purchased electricity funds may be used for utility maintenance purposes. The statute requires that a report be provided to the chairpersons of the House and Senate Appropriations Committee concerning the use of any fuel and purchased electricity funds for maintenance and the purposes for which the funds were expended.

The university indicates it has adequate funds to handle the fuel and purchased electricity needs for this current fiscal year and projects a surplus sufficient to cover these projects. Physical plant administrators classify these two projects as maintenance expenditures and indicate that the projects should be appropriate for use of surplus fuel funds.

Motion:

Mrs. Murphy moved that the board approve the Register of Capital Improvement Business Transactions as outlined. Mrs. Jorgensen seconded the motion, and it passed unanimously.

TUITION AND FEES SCHEDULE - 1985-86. It was recommended that the board (1) approve the semester hour tuition schedule and miscellaneous fees for 1985-86 effective with the 1985 Summer Session at the University of Northern Iowa; and (2) request that the university submit a comprehensive list of miscellaneous student fees with future annual requests.

The board approved the following 1985-86 annual tuition rates in October 1984.

<u>Level</u>	<u>Resident Tuition</u>	<u>Nonresident Tuition</u>
Undergraduate	\$1,242	\$2,998
Graduate	1,386	3,308

The university requested approval of its credit hour tuition schedule effective with the 1985 Summer Session. The proposed schedule is consistent with the tuition rates previously approved and with the Regent Procedural Guide requirements concerning tuition for part-time students.

The university's miscellaneous fees reflect increases of between 4 and 6 percent with the exception of charges for private and group music lessons with show increases of from 6 to 20 percent.

The Board Office noted that the University of Northern Iowa has generally not submitted a comprehensive list of miscellaneous fees in addition to those related to tuition. It was recommended that UNI submit a comprehensive listing comparable to those provided by the University of Iowa and Iowa State University with future requests for approval of tuition and fee schedules. The university was also reminded that any proposals for new fees should be brought to the board for approval prior to establishment of the fees or charges.

The following is a listing of the university's semester hour tuition schedule and miscellaneous fees:

*Tuition Schedule
Effective June 1, 1985*

Undergraduate

<u>Credit Hours</u>	<u>Iowa Resident</u>	<u>Iowa Non-Resident</u>
1	104	104
2	104	104
3	156	156
4	208	208
5	260	625
6	312	750
7	364	875
8	416	1000
9	468	1125
10	520	1250
11	572	1375
12 or more	621	1499

Graduate

<u>Credit Hours</u>	<u>Iowa Resident</u>	<u>Iowa Non-Resident</u>
1	154	154
2	154	154
3	231	231
4	308	308
5	385	920
6	462	1104
7	539	1288
8	616	1472
9 or more	693	1654

Miscellaneous fees proposed by the university are listed below and will be effective with the Summer Session, 1985. Some miscellaneous fees are marked (*) indicating that they have been increased to be consistent with the increase in tuition rates to which they are tied.

	<u>Current</u> 1984-85	<u>Proposed</u> 1985-86
Credit by Examination, University Courses, per course	\$50.00	\$52.00*
Extension and Workshop Fees	60.00	63.00
Correspondence Fee	35.00	37.00
Writing Competency Examination for students not registered	50.00	52.00*
Minimum Fee for Remedial Courses carrying zero credit hours	100.00	104.00*
Applied Music (in addition to tuition):		
Private lessons (1/2 hr. per week)	45.00	50.00
Private lessons (1 hr. per week)	80.00	85.00
Group (4 or more), per credit hour	25.00	30.00
Price Laboratory School Summer Session	100.00	104.00*
Application for Admission to the University	10.00	no change
Lakeside Lab	246.00 per 5 weeks	258.00 per 5 weeks

Motion:

Mr. Neu moved that the board approve the semester hour tuition schedule and miscellaneous fees for 1985-86 effective with the 1985 Summer Session and request that the university submit a comprehensive list of miscellaneous student fees with future annual requests. Mr. McDonald seconded the motion, and it passed unanimously.

FY 1984-85 RESIDENCE SYSTEM BUDGET UPDATE. It was recommended that the board receive the residence system budget update.

At the time the 1984-85 resident system operating budget was approved in March 1984, projected enrollment and occupancy declines along with very conservative estimates of increased income and expense, the Board Office considered it prudent to ask for a mid-year 1984-85 budget update.

The Board Office reported that the mid-year review of the residence system budget confirmed the underlying reliability of the original budget. Occupancies are somewhat higher than expected as well as income and reserves.

Overall, the FY 1984-85 operating budget update confirms that the university as in other periods, historically, of less than full occupancy is able to strike a working balance among reasonable rate adjustments, adequate operating revenues, necessary cost containment, and prudent contingency reserves.

A review of the 1984-85 budget is as follows:

	Actual 1983-84	Board Approved 1984-85	Revised Estimate 1984-85
OPERATIONS (CASH BASIS)			
Revenues	\$ 9,606,265	9,740,000	9,900,000
Expenditures for Operations	7,929,350	8,426,950	8,406,950
Net Revenues	<u>1,676,915</u>	<u>1,313,050</u>	<u>1,493,050</u>
% of Revenues	17.5	13.5	15.1
Debt Service (due July 1)	786,238	783,050	783,050
Mandatory Transfers	<u>330,000</u>	<u>330,000</u>	<u>330,000</u>
Net after Debt Service & Mandatory Transfers	<u>\$ 560,677</u>	<u>200,000</u>	<u>380,000</u>
% of Revenues	5.8	2.1	3.8
University Overhead Payment from Surplus	\$ 158,587	168,539	168,139
% of Expenditures	2.0	2.0	2.0
CASH AND INVESTMENT BALANCES (June 30)			
Revenue Fund	\$ -	-	-
Operation & Maintenance Fund	-	-	-
Improvement Fund	182,676	156,555	150,000
Surplus Fund	<u>2,763,714</u>	<u>1,947,021</u>	<u>2,537,608</u>
Subtotal - Voluntary Reserve Balances	<u>2,946,390</u>	<u>2,103,576</u>	<u>2,687,608</u>
Sinking Fund	<u>584,255</u>	<u>586,751</u>	<u>586,751</u>
Bond Reserve Fund	786,450	786,450	786,450
Construction Fund	-	-	-
Subtotal - Mandatory Reserve Balances	<u>1,370,705</u>	<u>1,373,201</u>	<u>1,373,201</u>
TOTAL RESERVE BALANCES (June 30)	<u>\$ 4,317,095</u>	<u>3,476,777</u>	<u>4,060,809</u>
REVENUES AND EXPENDITURES DETAIL			
Revenues			
Contracts	\$8,588,291	8,725,000	8,812,000
Interest	478,824	386,000	450,000
Other Income	539,150	629,000	638,000
Total	<u>\$ 9,606,265</u>	<u>9,740,000</u>	<u>9,900,000</u>
Expenditures			
Salaries, Wages & Benefits	\$ 3,697,544	3,860,950	3,746,950
Cost of Food or Goods Sold	1,637,856	1,799,000	1,650,000
Other Operating Expense	1,180,253	1,104,000	1,060,000
Utilities	958,902	976,000	1,165,000
Repairs & Maintenance	454,795	687,000	785,000
Total	<u>\$ 7,929,350</u>	<u>8,426,950</u>	<u>8,406,950</u>
Total Staff FTE - October	<u>336</u>	<u>324</u>	<u>323</u>

Action:

President Brownlee stated that the board by general consent received the update report on the status of the 1984-85 Residence System Budget.

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

IOWA SCHOOL FOR THE DEAF

The following business pertaining to the Iowa School for the Deaf was transacted on Thursday, December 20, 1984.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of November 1984 were ratified by general consent of the board.

OTHER PERSONNEL TRANSACTIONS. The following resignations were presented:

Norman Devine, from the position of Assistant Superintendent effective June 30, 1985. Mr. Devine is returning to the classroom as a teacher in the high school beginning with the 1985-86 academic year.

Robert Redden, from the position of Dean of Boys, effective with the end of the utilization of his accumulated vacation. Mr. Redden has requested to begin taking vacation on the first day of school in January 1985. At the end of his leave period, he will return to the school as an administrative services assistant.

Motion:

Mrs. Anderson moved that the board accept the resignations noted above. Mrs. Jorgensen seconded the motion, and it passed unanimously.

AMENDMENT ON POLICY ON ABUSE. Action on this item was deferred until the January meeting so that additional legal counsel could be obtained.

IOWA SCHOOL FOR THE DEAF SENATE. It was recommended that the board approve the Iowa School for the Deaf Senate as proposed.

The Board Office reported that the School for the Deaf is proposing the establishment of an ISD Senate in order to promote faculty and staff participation in appropriate matters at the school. The Senate would have broad participation by members of the faculty (two each from elementary school, junior high school and high school; and one each from life skills and vocational units) and staff (one from academic support services and three from student life). This would be advisory to the superintendent.

The school presently has an interim ISD Senate, composed of five faculty. Initially, all five current Senate members will serve one-year terms on the new ISD Senate. All new members will be elected for two-year terms with a limit on all members of three successive terms.

Following is the authorizing document for the ISD Senate.

IOWA SCHOOL FOR THE DEAF SENATE

Authorizing Document

Section 1. Name. This body shall be known as the Iowa School for the Deaf Senate. It is responsible to its constituent elements.

Section 2. Purpose. The ISD Senate is intended to facilitate communication between the staff engaged in direct work with students and the administrative officers of the school.

Section 3. Character. The ISD Senate shall be an elected body (see Section 5). Each member of the ISD Senate shall represent the constituent group from which they were elected as a whole.

Section 4. Functions. In all its functions, the ISD Senate shall be advisory rather than legislative or administrative. The senate shall discuss with and advise the superintendent on issues of school policy such as curriculum, student welfare, educational effectiveness, relationships with parents and other constituencies, and school financial affairs.

Notwithstanding any other provisions of this basic document, the ISD Senate shall confine itself to matters directly concerning the Iowa School for the Deaf; namely, its administration, faculty, staff, or students. The ISD Senate shall not speak or communicate for itself, the faculty, or the university, either directly

or indirectly on legal, religious, commercial, private, or public policy matters.

Section 5. Membership. Membership in the ISD Senate shall be determined as follows: two faculty members shall be elected from the faculty of the high school; two faculty members shall be elected from the faculty of the junior high school; one faculty member shall be elected from the vocational/career faculty; one faculty member shall be elected from the faculty in the life skill area; two faculty members shall be elected from the faculty of the elementary school; one staff member shall be elected from the academic support services staff; and three members shall be elected from the student life staff.

The superintendent or superintendent's designee shall serve ex officio without a vote.

Section 5A. Initial Origination. The five members serving as representatives on the Faculty Senate on December 1, 1984, shall be members of the ISD Senate, holding five of the twelve ISD Senate seats for a period of one year, after which they shall be eligible for election to the ISD Senate for a maximum of three terms. The Faculty Senate shall be responsible for the establishment of the terms of the remaining seven seats on the ISD Senate, consistent with Sections 5 and 6 of this document, and shall be responsible for the conduct of the election of the remaining seven members of the ISD Senate by February

28, 1985. The first election pursuant to Section 11 shall be in the spring semester of 1986. Upon the election of the ISD Senate, the Faculty Senate is dissolved.

Section 6. Term. The term of membership on the ISD Senate shall be two years, except when the senate establishes a shorter term in order to comply with Section 7. Members shall serve for the term for which they were elected or until their successors have been elected and have taken office. Successors shall attend subsequent senate meetings as senators-elect and shall be seated at the last regular meeting of the spring semester following the "old business" section of the agenda. No member may be elected for more than three terms in succession.

Section 7. Continuous Body. The senate shall be a continuous body. One-half of the senate members will be elected each year.

Section 8. Definitions. For purposes of ISD Senate elections, the term "faculty" shall include all full-time and part-time faculty; the term "academic support staff" shall include all full-time and part-time staff employed in academic support positions; and "student life staff" shall include all full-time and part-time staff employed in the Student Life unit.

Section 9. Eligibility for ISD Senate Membership. All members of the school faculty and staff defined in Section 8, other than those with the title of superintendent, assistant superin-

tendent, principal, and dean, are eligible for election to the
ISD Senate.

Section 10. Nomination of Faculty Members. The nominating
process shall be as follows: Each member of each unit (as noted
in Section 5) shall be mailed a nomination petition to be used
if he/she so desires, to nominate candidates from his/her unit
for election to the senate.

There shall be two nominees on the final ballot for each vacancy.
In the event that more than two nominations are received for
a given vacancy, a run-off election shall be held and the two
nominees receiving the highest number of votes placed on the
election ballot. If fewer than two nominations are received,
the ISD Senate representatives from the unit from which the
nominee is to come shall constitute a nominating committee empowered
to secure the necessary nominations. In the event that the
appointed unit committee fails to generate a slate of at least
two nominees, a single nominee automatically shall be named
to the ISD Senate, and the ballot shall specify that the candidate
was unopposed. If the appointed unit committee procures no
nominees for a position, that position shall be deemed vacant
until the next general election.

Section 11. Election of ISD Senate Members. Election shall
be by written secret ballot. The candidate receiving a simple
majority for each vacancy shall be elected. The nomination

and the election processes shall be handled by the ISD Senate. In cases of ties, the senate shall determine the winner by lot. Elections shall be held each spring semester on a date to be determined by the senate.

Section 12. Unexpired Terms. Vacancies on the ISD Senate shall be filled by the senate for the unexpired term of the vacated seat, except that when the vacancy is a result of the failure of the nomination process, Section 10, the seat shall not be filled by the senate.

Section 13. Temporary Vacancies. In the event a member of the ISD Senate is unable to attend a meeting, the member may designate a substitute who shall serve with the approval of the Senate Executive Committee. No senate member may designate a substitute to serve more than four consecutive meetings. If it can be anticipated that a senate member shall miss more than four consecutive meetings, that member's position shall be declared vacant and be subsequently filled according to the provisions of Section 12.

Section 14. Dismissal. The ISD Senate may establish procedures for dismissal of a senate member for due cause, including, but not limited to, failure to attend meetings (or provide a substitute according to Section 13). Dismissal shall be by vote of the senate and shall require a two-thirds majority of the members present. The dismissal may be appealed to the ISD Senate Executive

Committee within fifteen days of the date of dismissal. Reinstatement shall be by two-thirds majority of the ISD Senate Executive Committee members voting. The position shall remain vacant until the appeal is acted upon by the ISD Senate Executive Committee.

Section 15. Meetings. The ISD Senate shall hold at least one regular meeting at a stated time during each term of the academic year. Except as approved by the superintendent, all meetings will be held outside of the instructional day.

The senate shall hold special meetings upon request of the superintendent, at such times as the senate or its chair may determine, and upon call of the chair or secretary whenever requested (in writing) by fifteen or more faculty and/or staff members.

Section 16. Organization. The ISD Senate shall elect its chair, vice-chair, and secretary from its members, and develop its rules and bylaws of procedure; however, the bylaws become effective only after approval by the Board of Regents. The Executive Committee shall consist of the chair, vice-chair, and secretary. Copies of the rules and bylaws shall be distributed to all members of the college faculties.

Section 17. Amendments. Amendments to this basic document may be initiated by written proposal submitted to the total faculty and staff by seven or more members. The proposed amendments

shall be sent in writing to all members of the faculty and staff at least thirty (30) days before the vote is taken. Adoption shall require a majority of those voting and approved by the Board of Regents.

Motion:

Mr. Neu moved that the board approve the establishment of the ISD Senate as proposed. Mrs. Murphy seconded the motion, and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. There were no entries on the register.

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

IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Thursday, December 20, 1984.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the period October 28 to November 24, 1984, were ratified by general consent of the board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. There were no entries on the register.

President Brownlee then asked board members and institutional executives if there were additional matters to be raised for discussion pertaining to the Iowa Braille and Sight Saving School. There were none.

ADJOURNMENT: The meeting of the State Board of Regents adjourned at 12:20 p.m. on December 20, 1984.


R. Wayne Richey
Executive Secretary