

The State Board of Regents met at the Grimes Building, Des Moines on Thursday, January 11, 1973, and at Iowa State University, Ames, Iowa on Friday, January 12, 1973. Those present were:

	<u>January 11</u>	<u>January 12</u>
Members of the State Board of Regents:		
Mr. Redeker	All Sessions	All Sessions
Mr. Bailey	All Sessions	All Sessions
Mr. Baldrige	All Sessions	Exc. 3:45 p.m.
Mrs. Collison	All Sessions	All Sessions
Mr. Perrin	All Sessions	All Sessions
Mrs. Petersen	All Sessions	All Sessions
Mr. Shaw	Excused	All Sessions
Mr. Wallace	All Sessions	All Sessions
Office of the State Board of Regents:		
Executive Secretary Richey	All Sessions	All Sessions
Mr. Coffman	All Sessions	All Sessions
Mr. McMurray	All Sessions	All Sessions
Sharon Sass, Secretary	All Sessions	Exc. 5:00 p.m.
Mr. Caldwell	All Sessions	Exc. 11:00 a.m.
Mr. Volm	All Sessions	Excused
University of Iowa:		
President Boyd	All Sessions	All Sessions
Vice Provost Hardin	All Sessions	All Sessions
Director Hawkins	All Sessions	All Sessions
Provost Heffner	All Sessions	All Sessions
Vice President Jolliffe	All Sessions	Exc. 1:00 p.m.
Director Strayer	All Sessions	All Sessions
Mr. Chambers	All Sessions	
Dr. Eckstein	All Sessions	
Mary Jo Small	All Sessions	Exc. 10:00 a.m.
Iowa State University:		
President Parks	All Sessions	All Sessions
Vice President Christensen	All Sessions	All Sessions
Vice President Hamilton	All Sessions	All Sessions
Vice President Moore	All Sessions	All Sessions
Assistant Walsh	All Sessions	All Sessions
University of Northern Iowa:		
President Kamerick	Excused	Excused
Business Manager Jennings	All Sessions	Exc. 3:00 p.m.
Provost Martin	All Sessions	All Sessions
Director Kelly	All Sessions	Exc. 3:00 p.m.
Lee Miller	All Sessions	
Mr. Stansbury		Exc. 4:00 p.m.
Iowa School for the Deaf:		
Superintendent Giangreco	All Sessions	Exc. 11:05 a.m.
Business Manager Geasland	All Sessions	Exc. 11:05 a.m.
Iowa Braille and Sight Saving School:		
Superintendent Woodcock	All Sessions	Exc. 11:45 a.m.
Business Manager Berry	All Sessions	Exc. 11:45 a.m.

GENERAL

President Redeker called the meeting of the State Board of Regents to order at 9:05 a.m., Thursday, January 11, 1973. The following business pertaining to General or Miscellaneous items was transacted on Thursday, January 11, 1973.

APPROVAL OF MINUTES. The minutes of the December 13-14-15, 1972, meeting were approved as corrected.

COMMITTEE ON EDUCATIONAL COORDINATION.

A. Disposition of Report by State Coordinating Committee for Continuing Education.

Mr. Martin, Chairman of the Committee on Educational Coordination, reported on the development of the Iowa Commonwealth College proposal. Mr. Martin reported that while this proposal has some merit, the Committee has no recommendation to make at this time. He stated that they do not object to the principle or the merit of this proposal, but do have some misgivings concerning the structure of it. Comments of the Committee are presently being formulated.

In response to a question, Mr. Martin stated that the State Coordinating Committee for Continuing Education would not present this proposal to the Legislature before the Board had ample time to go over their recommendations. Mr. Redeker noted that evidently the Committee on Educational Coordination was asking for a major revision in the structure of the proposal. He questioned if restructuring would change the funding. Mr. Martin responded that funding would change. He added that he was questioning whether the projected budget was realistic.

Board members requested a copy of Committee comments when formulated.

Mr. Martin reported that a report on flexible scheduling will be made in June when the Board meets in Iowa City.

REGENTS MERIT SYSTEM CLASSIFICATION PLAN. The Board was presented a series of class descriptions which were prepared in accordance with Regents Merit Rules regarding the development of the Merit System Classification Plan, which is scheduled for implementation on July 1, 1973. The Board Office reported:

These descriptions were prepared by the Resident Directors and the Merit Coordinator in conjunction and cooperation with numerous institutional administrators. In developing the descriptions, primary emphasis was given to the principle that in broad terms, class descriptions are to describe positions as they exist, so that it would not be necessary to reorganize positions or jobs to fit a class description. Special consideration was also given, in the interests of affirmative action and sound personnel administration, to striking a proper balance between the development of "career ladders" on one hand and the need, on the other hand, to guard against establishing an excessive number of classes, which might become artificial barriers or impediments to up-ward mobility.

Similar attention was given to the minimum qualification requirements in the class descriptions. In addition, Personnel Directors and the Merit Coordinator are presently exploring the desirability and feasibility of describing minimum education and experience requirements in terms of general education development (defined as various levels of reasoning, numerical and reading ability) and in terms of various kinds and levels of specific vocational preparation. Such descriptions would clarify relations between minimum qualifications and job duties and could be useful to employment interviewers and applicants as well as those concerned with test development. It is anticipated that class descriptions will be revised to include the above prior to the July 1 implementation date.

Subject to and after approval by the Regents, the classification plan will be submitted for approval by the State Merit Commission. It might be noted that while employee hearings were not conducted under the auspices of the Board Office on the classification plan, employees have the right, under Merit Rules, to appeal their classifications. It should also be noted that the classification plan may be revised at any time and, in fact, must be regularly reviewed to insure that it is properly maintained.

Those present for discussion were Mary Jo Small of SUI and Lee Chisolm, SUI Employees Association.

Mr. Richey reported that these classifications need additional consideration and that there will be more institutional consideration of them before final action is requested of the Board at the February meeting. He added that it was appropriate for Board members to raise any questions that they may have at this time.

Mr. Volm outlined briefly the principles that were followed in developing the class

descriptions. He noted that equal employment and affirmative action were taken into consideration.

Regent Collison questioned the fairness of the qualification that requires one year employment as a prerequisite for some classifications. Ms. Mary Jo Small responded by stating that this problem will be carefully examined. Preliminary examination had taken place. Mr. Volm added that in those instances where certification is required, careful study needed to be given to someone without proper certification doing the job as well.

Regent Collison asked how qualifications could be waived in some instances. Regent Petersen noted that many of these classifications added an "and/or" to the qualifications, and that there seemed to be much flexibility written into this.

Mr. Volm stated that the purpose of any kind of personnel action is to obtain good employees and retain a certain balance of competent, qualified personnel.

Mr. Richey noted that in the last 20-30 years high minimum standards have excluded some qualified people in merit systems throughout the U.S. Under this new plan all qualified and competent people will have a chance for a job if they meet minimum qualifications.

President Boyd stated that the institutions have to work more diligently to find qualified people under this plan.

In discussion on employee involvement in development of the Classifications, Mr. Volm noted that any employee who is dissatisfied with his or her job classification can have a hearing and appeal it. There will also be a public hearing on the pay plan. There will be no overall hearing on the classification plan.

Mr. Chisolm, SUI Employees Association, stated that as of yet no employee has had the opportunity to study these classifications. Assurances were given by those

present that such review would take place prior to the February meeting.

REGENTS MERIT RULES AND REGENTS REGULATIONS FOR THE STATE SERVICES FOR CRIPPLED CHILDREN, AN AGENCY OF THE UNIVERSITY OF IOWA. The Board was requested to approve the following:

- I. A) Changes in the Regents Merit Rules as requested in III below, so that the Regents Rules will meet the standards required for all federal grant-in-aid agencies. (The requested changes represent changes in wording rather than any change in meaning or intent, and do not conflict with any other provisions in the Regents Rules.)

B) That, subject to approval of the action requested in A) above, the Board also approve discontinuance of the special Regents Regulations for the State Services for Crippled Children, which will no longer be required.
- II. Background. Prior to 1967, S.S.C.C. operated under the Iowa Merit System Council. Shortly after enactment of the State Merit Employment Act in 1967, S.S.C.C. was given approval by federal authorities to go under the jurisdiction of the Regents Merit System. When it became apparent that considerable time and effort would be required to implement a Regents - wide system, efforts were directed toward the development of rules that would be immediately applicable for S.S.C.C. These "Regulations of the State Board of Regents for the State Services for Crippled Children" were submitted through the Board of Regents and approved by the Federal Office of State Merit Systems and the Department of H.E.W., with the understanding that S.S.C.C. merit operations would eventually be incorporated into one Regents System. The changes recommended below will enable us to effect the incorporation and the discontinuance of the special rules for S.S.C.C.
- III. Proposed Amendments. A) Amend Section 1.3 (1) in the Regents Rules by adding the words underlined in the following sentence: "The resident directors will also maintain records on operations conducted under these rules and will periodically as requested, and at least annually, report a summary of such operations to the merit system coordinator, and in addition will prepare other reports as may be required to indicate compliance with applicable State requirements and Federal standards."

B) Amend Section 1.3 (2) by inserting the words underlined in the following sentence: "All programs and transactions administered under these rules will be conducted on the basis of merit and fitness without discrimination or favor because of political or religious opinions or affiliations or national origin, race, sex, physical disability or age except as prescribed or permitted under state and federal law."

C) Amend Section 1.3 (3) by adding the words underlined in the following sentence: "No employee covered under this system will engage in any partisan political activity that is prohibited by law; every employee will have the right to freely express his views as a citizen and to

cast his vote; coercion of employees for political purposes and the use of employees positions for political purposes will be prohibited.

D) Amend Section 5.3 (3) by deleting the words underlined in the following sentence: "For positions involving unskilled, semi-skilled, domestic, attendant or custodial work where the character or conditions of employment make it impractical to supply the needs of the institution through procedures prescribed above, the resident director may adopt or authorize the use of such other procedures as he determines to be appropriate which will assure the selection of such employees on the basis of merit and fitness."

These changes have been reviewed by the Merit Coordinator with institutional personnel directors and are approved by them.

MOTION:

Mr. Bailey moved the Board approve the amendments as set out above and ~~discontinue~~ the special Regents Regulations for the State Services for Crippled Children that are no longer required. Mr. Perrin seconded the motion, and it passed unanimously.

FORM OF CONTRACT FOR TEACHERS AT SPECIAL SCHOOLS. The Board was requested to approve the following form of contract subject to review by Attorney General's Office as to adequacy:

Teacher Contract

Iowa Braille and Sight Saving School
&
Iowa School for the Deaf

This agreement for personal services made and entered into at (Vinton or Council Bluffs, Iowa) between the (Iowa Braille and Sight Saving School or Iowa School for the Deaf) and (name of teacher). That in consideration of appointment as (job title) for the 1973-74 school year, the (Iowa Braille and Sight Saving School or Iowa School for the Deaf) agrees to pay \$_____.

The aforesaid teacher hereby accepts the position of teacher in the above named school and agrees to perform the duties thereof and to comply with the regulations issued and instructions given by the authorities of the school and the State Board of Regents. IT IS FURTHER AGREED:

- (1) That said term shall consist of (no. of working days) to comprise the school year to start _____ and end _____.
- (2) This agreement shall remain in force and effect for the period stated. Following a period of two consecutive years, the agreement shall be automatically in force and effect for annual periods except as modified or terminated by mutual agreement of the superintendent and the teacher or by dismissal.
- (3) Changes in compensation for teachers on continuing contracts shall be made by modification of contract, notice to be made by the superintendent.
- (4) Any resignation is to be submitted to the superintendent no later than April 15 of the year in which the resignation is to be effective. Teachers whose contracts are to be terminated are to be informed by the superintendent by April 10 of the year in which termination is to be effective.
- (5) Notice of termination will state the teacher's right to a private meeting with the superintendent.
- (6) Said teacher shall present evidence to the superintendent that a certificate as required by law has been registered in the county in which the school is located.
- (7) That this contract shall be invalid if the teacher is under contract with another board of directors in the State of Iowa to teach during the same period of time.

- (8) This contract shall be subject to all rules and regulations and to Salary Schedule provisions adopted by the State Board of Regents.

Election under this contract becomes null and void unless signed and returned in duplicate on or before _____.

IN TESTIMONY WHEREOF, we hereunto subscribe our names the dates as hereinafter shown.

Dated _____

Dated _____

Superintendent

The Board Office reported that the above form of contract was reviewed by Superintendents Woodcock and Giangreco who felt it was adequate. Action is needed soon since contracts will be issued in just over two months. Interest in this matter is keen among teachers at both schools.

The Board first considered this matter in order to give teachers at the special schools some of the privileges extended to public school teachers who for years have been covered by a section of the Iowa law which spells out in detail aspects of their contracts. The law creates a specific timetable for renewal of contract or dismissal. Each public school teacher knows exactly where he or she stands as of a certain date each year. Contracts for public school teachers are renewed automatically unless there is a resignation or dismissal.

Teachers at the Iowa School for the Deaf and Iowa Braille and Sight Saving School, however, are not covered by this law and have no uniform policy regarding procedures for their contracts. Contracts are issued at various times. It was to bring some uniformity to the special school contracting system and create a continuing contract situation similar to that in public schools that the Board action was taken.

MOTION:

Mr. Wallace moved the Board approve the above form of contract subject to review by Attorney General's Office as to adequacy. Mrs. Petersen seconded the motion.

Discussion turned to certification requirements.

Regent Perrin stated that the Board should not bind itself to section 6 relating to certificates. He could see no value in having this section included in the contract and suggested that it be eliminated altogether.

Superintendent Giangreco stated that ISD is having no problem in obtaining certified teachers now but may in the future. Section 6 of this contract form could be very confining if that occurred. If section 6 is deleted, the Board and superintendents would have more flexibility.

President Redeker questioned if it would not be easier to make an exception to this (section 6) as needed, than to eliminate the whole section.

MOTION:

Mrs. Collison moved the Board hold in effect all the contracts of the non-certificated teachers now employed by the superintendent, with further exceptions authorized at the discretion of the superintendents. There was no second to this motion.

THE WALLACE-PETERSEN MOTION WAS WITHDRAWN.

Mr. Richey suggested that a proviso could be added that stated that "said employee shall have a specified time to obtain a certificate".

MOTION:

Mrs. Petersen moved the Board approve as a policy matter and add to Section #6 the following: "all non-certified persons now employed by ISD and IBSSS, with the approval of the superintendents, would not have to meet the certification requirement. Mr. Wallace seconded the motion.

A Board member questioned why this was being put in contract form when it was for future uses. He added that the same contract does not have to be used for all, and that the superintendents could use their discretion as special cases came along.

The above motion was withdrawn and subject was to be handled after contract form was approved.

In discussion on other changes, it was the consensus of the Board to change the wording of the second sentence of the contract form to read: "That in acceptance of appointment..." instead of "That in consideration..."

MOTION:

Mr. Baldrige moved the Board approve the above contract form as the standard contract, and to change the wording in section 6 to read: "...any required certificate..." instead of "...certificate as required by law...". Mr. Wallace seconded the motion.

Mrs. Petersen noted that a clause or asterick should be added to the contract stating that pay was subject to appropriations or adequate funding.

AMENDMENT TO MOTION:

Mr. Perrin moved the Board approve a notation in the contract stating that the dollar amount paid to said employee be subject to funding. Mrs. Petersen seconded the motion and it passed unanimously.

VOTE ON MOTION AS AMENDED:

The motion passed unanimously.

MOTION:

Mrs. Petersen moved the Board approve the policy that the superintendents use their discretion in the area of non-certified personnel, and that non-certified employees, employed for two years, not be subject to this requirement of certification. Mr. Wallace seconded the motion, and it passed unanimously.

Mrs. Petersen stated that the Superintendent should know that the Board wants ISD and IBSSS to have the more qualified people for the purpose of educating the young people and that it is the intention of the Board to do this.

Mr. Richey stated that the Board Office and ISD and IBSSS will report to the Board on the two special schools policies on certification. Also, the Board Office will look into the matter of registering a certificate in the respective counties of ISD and IBSSS.

MOTION:

Mrs. Petersen moved that the Board request a report from the Superintendents on the policies of hiring non-certified personnel and the certification of personnel. Also, the policies that the Superintendents follow and any recommendations they may have to report. The Board Office will

assist in this report. Mrs. Collison seconded the motion, and it was passed unanimously.

Regent Wallace stated the superintendents should feel free to report that they feel no further Board action is needed on this subject.

FACULTY WORKLOAD STUDY. The Board Office recommended continuation of the faculty workload study as a useful internal management and planning tool on a regular basis such as annually or biennially, and further, that the method of counting elements of the workload be uniform interinstitutionally.

The Board Office reported the following:

Background: When the Faculty Workload Study was presented last fall, the Board asked for a detailed analysis by the Board Office and requested statements from the presidents of the universities concerning their judgments of the worth of such studies and the uses to which they would be put.

Purpose of Study: The Faculty Workload Study compiled by the three universities states "the primary purpose of a faculty workload study is to collect and analyze data on the utilization of the Regents' institutions major resource - its faculty" and notes the report contains "many implications and consequences for university administrators, faculty, students, the Board of Regents, and legislative bodies involved in policy-making".

There are other important potential uses. While such an effort should not limit itself to comparisons between the three universities, some comparisons can be useful as a by-product of the study. Similar academic programs at the three universities may be compared and these programs also may be compared with similar ones at other universities. Such comparisons of workload and allocation of activity should be done carefully because of differences in methods, programs and workload.

Internal use is the most important. The study can be a management review mechanism for the presidents, deans, department heads and individual faculty members for use as a yardstick in ascertaining how much time is devoted individually and collectively to the elements which make up the work week. Each faculty member has a different set of factors competing for his time and it is important to know where this time is being devoted. Such evaluation will be important to the department head and to the individual faculty member in planning the best allocation of effort. The workload study provides an excellent means of effective communication at the department level.

The study also can be of assistance in meeting questions, frequently raised by legislators and others, about how and where faculty members spend their time.

Study Content Analysis: The Faculty Workload Study compiles average hours per week for each faculty rank from teaching assistant to professor and grouped by programs as they are included in federal reports (the HEGIS Reports). These weekly averages are broken down to show how the time was spent on classroom contact, preparation and evaluation, and counseling and advising, which yield a total instructional figure. Also shown is the time spent on administration and committees, research and professional growth, public service and support services. The total full-time equivalent (FTE) faculty for each rank is provided.

The faculty ranking and activity categories seem appropriate at this time. However, in the future it may be desirable to divide the "preparation and evaluation" category into two separate categories whenever the preparation time for individualized study becomes sufficiently significant.

It is impossible to reconcile, even approximately, costs by source of funding in the Faculty Workload Study with the actual figures in the budget request document for fiscal 1971-72 because of the lack of a total dollar amount for each group of program disciplines, use of source categories that are not consistent with the budget document and because the faculty workload data is only for one term of the fiscal year.

Limitations: The Faculty Workload Study deals only in averages. It also lumps programs into categories designed to fit federal reports and there may be significant differences among programs at the three universities which are placed together in the same arbitrary category. These factors should temper cursory efforts at comparison.

It is intended that this admonition apply to the data set forth in Tables I and II of the report, as well as selected data herein.

A set of definitions and guidelines has not been available for uniform application of effort to activity categories throughout all departments of the three universities. Institutional missions dictate to a large extent the allocation of faculty time. For example, a large research mission largely financed from non-state funds can lower faculty contact hours in the classroom. It would be misleading, therefore, to regard classroom contact as the only significant measure of workload. Moreover, the number of contact hours does not show size of class or number of students taught. A faculty member with 9 contact hours of large classes may have a much larger student load than another faculty member with more hours but fewer students.

Findings:

The average effort expended on all university activities by the average full-time equivalent faculty member for the three universities is found to be 53.2 hours per week for the 4,304 full-time equivalent faculty members and 229,008 hours worked. Average effort varies considerably from program to program and between institutions because of nature of program, data collection methods, and so on as well as differences in individual faculty efforts.

Classroom contact hours are the most specific of the categories of activity in that the time is scheduled to a large degree. Variations occur primarily because of program, method of instruction and particularly for supported research and public service.

The average classroom contact hours per week are strongly related to duties performed by faculty other than teaching such as research and extension programs supported by non-state funds. Concerning the figures for groupings of program disciplines, the high numbers seem related to the nature of the programs and methods of instruction in that clinical medicine, nursing, and fine and applied arts clearly require a large amount of time in direct contact with relatively few students. The low numbers would be expected for disciplines that have great research responsibilities such as agriculture.

Table I shows average weekly classroom contact hours by rank for each university. It is interesting to note that contact hours per FTE full associate and assistant professors are almost identical at SUI and UNI. ISU is lower presumably because of the higher research load carried by its faculty. ISU is comparable to SUI and UNI at the assistant professor level where the research load is lower. Table I also shows that teaching assistants carry close to 25% of the classroom contact responsibility at SUI and over 13% at ISU.

The staffing patterns of the three universities are revealed in the totals at the bottom of Table I. Excluding medicine, the percentages of FTE full professors to total faculty are as follows: SUI - 18.4%, ISU - 18.9%, UNI - 19.5%. Associate professors (FTE) are proportional to total faculty as follows: SUI - 17.2%, ISU - 15.5%, UNI - 13.4%. It would appear, therefore, that the three universities are somewhat comparably staffed in the senior professor ranks. UNI is heaviest in the assistant professor category by a large margin but this may be due to different classification practices since it does not have many teaching assistants. For example, if the teaching assistants at SUI and ISU were regarded as similar to instructors at UNI, SUI and ISU would have about 35% of their faculty in the "instructor" category. This would offset UNI's relatively large assistant professor staffing. In fact, UNI would appear to be better staffed, relatively, in the top three ranks if this assumption regarding teaching assistants - instructors is valid.

Measures of activities other than classroom contact hours tend to be more subjective. Many allocations of time among the activities may be done by each individual faculty member for such short time periods that an accurate judgment of time spent in a specific assignment is most difficult. Some may have been more conservative in estimating time for preparation and for professional growth. The fact that this is the first attempt to estimate such data could cause some error. Nevertheless, the relative effort, even though somewhat subjective, should be indicative of the priorities as practiced collectively by each of the universities and as shown in the following:

	S U I		I S U		U N I		Average	
	Hrs.	%	Hrs.	%	Hrs.	%	Hrs.	%
Classroom Contact	12.2	23.3	8.7	16.7	11.0	18.0	10.5	19.7
Preparation & Evaluation	13.0	24.9	12.5	24.1	21.1	34.6	13.7	25.9
Counseling & Advising	5.5	10.6	5.9	11.3	6.9	11.3	5.8	11.0
Total Instruction	<u>30.7</u>	<u>58.8</u>	<u>27.1</u>	<u>52.1</u>	<u>39.0</u>	<u>63.9</u>	<u>30.1</u>	<u>56.6</u>
Administration & Committees	3.0	5.8	4.8	9.2	4.3	7.3	4.0	7.6
Research & Professional Growth	12.4	23.6	16.9	32.6	8.8	14.4	14.0	26.3
Public Service	2.7	5.2	1.5	2.9	2.0	3.2	2.1	3.9
Support Service	3.5	6.7	1.6	3.1	6.5	10.7	3.0	5.7
	<u>52.3</u>	<u>100</u>	<u>52.0</u>	<u>100</u>	<u>61.1</u>	<u>100</u>	<u>53.2</u>	<u>100</u>

The above table shows some consistencies and some inconsistencies that should be noted. Classroom contact hours are highest at the University of Iowa largely because Clinical Medicine reports 31.0 hours per week of classroom contact. If Clinical Medicine is omitted the figure for the University of Iowa is reduced from 12.2 to 9.9. Classroom contact hours of 9.9, 8.7 and 11.0 for University of Iowa, Iowa State University and University of Northern Iowa, respectively, seem consistent with the relative amounts of laboratory classes, sponsored research and public service programs in each of the three universities. The ratio of time devoted to preparation and evaluation relative to classroom contact is 1.07, 1.44, 1.92, respectively, for the University of Iowa, Iowa State University and University of Northern Iowa. The explanation of the lower ratio at University of Iowa doubtless would relate to Clinical Medicine. It is surprising, however, that UNI should show highest (by more than 33%) in this category when it has a much larger percentage of undergraduate and practically no advance graduate program. This probably was caused by method of counting time. Except for this item, the average workload is quite similar at each university. Hours expended for counseling and advising are essentially the same at all three institutions. Administration and Committees is 50% higher at Iowa State University and University of Northern Iowa than at University of Iowa in terms of hours per person. Public Service is lowest according to the study at Iowa State University in terms of both average hours per person and average percentage effort which may be an inconsistency in terms of ISU's role. Support Service (coaching, directing plays, and teaching of laboratory school students) is three to four times higher at University of Northern Iowa in average hours per person, which might be related to laboratory school and possibly also to relative size of the university.

The relative effort in, and responsibility for, research programs is clearly shown in the study. This workload as a percentage of total effort is 32.6% at ISU, 23.6% at SUI and 14.4% at UNI. It is surprising that UNI shows as heavily as it does in this category since it has less research responsibility and outside funding. It may be explained by the fact that the category also includes "Professional Growth" which could be quite difficult to estimate.

Effort on research is highest at Iowa State University in both average hours per week and percentage of effort which bears out the above statement pertaining to the lower classroom contact hours at Iowa State University.

Management Information System

New computer programs are being developed in the area of faculty workload which might be used in the future to make the Regents' study more comparable to similar studies elsewhere. New study systems also may reduce the cost. As the Faculty Workload Study data collection systems are refined, such systems should be compatible with systems for budgeting, for projection of facilities needs, and for determining unit cost of instruction. In other words, the faculty workload study should be part of the overall management information system.

Cost - Benefit

The long-range planning and internal management benefits of this study seem to outweigh the effort to compile it. The allocation of effort in a university is a key element in its functioning as a high quality institution and has a direct bearing upon which programs are successful and which are not.

General
January 11-12, 1973

Included with this report were memoranda from Presidents Boyd and Parks which indicate their assessment of the value of the Faculty Workload Study and desire for continuation with improvement. President Kamerick has pointed out that the Faculty Workload Study has rather limited value at UNI but he recognizes that there is considerable merit in the data for the purpose of informing the public.

Regent Petersen noted that as long as the institutions felt there was some purpose in this study and that it was useful to them, that the study should be continued.

MOTION:

Mrs. Petersen moved the Board approve the continuation of the workload study and work for methods of count uniformity as appropriate. Mr. Bailey seconded the motion.

President Parks stated that he was not fully endorsing this study. He stated that about once every four to five years would be often enough to do this study. He added that it is very expensive and time-consuming. President Parks said that within the institution that this is done on a regular basis, but that he did not want to see the University be committed to this study every year. He added that these studies deal in averages which do not change very rapidly.

Dr. Martin stated that management data is needed by the University but that UNI would rank the faculty workload study low on the list. He added that they have information on hand that is particularly valuable to them. He stated that some faculty members had rather strong objections about accounting for their time, and that to continue this study could lead to some morale problems.

Mr. Martin also noted that in budgeting enrollment trends within the institution the report was very valuable to them. He added that this study should be done on a discretionary rather than mandatory basis.

Regent Bailey noted that this study came about because of legislative requests and asked for Mr. Richey's assessment.

Mr. Richey noted that this study shows what various activities are and where differences

lie, within the three institutions. The question seemed to be if the Board desired this type of information or not.

President Boyd stated that the institutions are accountable to the public for these things mentioned. This study does not depict institutional differences when data for all three institutions are combined. He added that there should be differences within the departments of each university, but the report clouds and confuses institutional duties.

Mr. Moore, ISU, stated that much staff time is given to this study, along with data processing, and interinstitutional meetings. The cost is very high, and he estimated that it cost around \$40,000.

President Boyd stated that management information could be derived from information on hand at the university and put into an annual report.

Regent Perrin argued that this study was of little value to the administration, faculty, or students. He stated that differences were just about all that could be ascertained from this study, and that if the institutions tried to compare with institutions outside of the state, many problems would be encountered. He added that the information presented in this study could be very misleading to the legislators.

Regent Bailey pointed out that the Board now has something before them to answer to the legislature. He added this does not have to be done a basis of every one or two years.

MR. BAILEY WITHDREW HIS SECOND TO THE MOTION.

President Boyd pointed out that the workload study done at the university will not be used for statistics only but will be utilized every year for internal use, Board reports, and reports to the Federal government, and will merge several other previously conducted reports.

Regent Collison stated that she did not like comparisons and that the Board was forced

into this by the legislature.

Regent Wallace stated that he was pleased with it and the results, and felt that another study could be asked for when it was needed.

Regent Perrin stated that some effort should be made to develop comparable accounting systems.

The Board deferred further discussion of the faculty workload study until the following day in order to adjourn for the Governor's inauguration.

EXECUTIVE SESSION. President Redeker announced that the Board had two personnel items to be discussed in Executive Session. On roll call vote whether the Board should resolve itself into Executive Session, the vote was as follows:

AYE: Bailey, Baldrige, Collison, Perrin, Petersen, Wallace, Redeker

NAY: None

ABSENT: Shaw

The Board having voted in the affirmative by at least a 2/3 majority, resolved itself into Executive Session at 11:30 a.m., and arose therefrom at 12:15 p.m.

The following business pertaining to General or Miscellaneous Items was transacted on Friday, January 12, 1973

FACULTY WORKLOAD STUDY. (continued) Regent Petersen stated reasons for continuance mentioning gained ability to answer citizens questions, but noting that since questions of comparability had arisen, perhaps a substitute method might be tried.

Mr. Martin stated that UNI would probably revise its present instrument and take into account what the other two institutions do and what the Board wants in the study.

Mr. Richey reiterated the recommendation of the Board Office that the study should be continued. He pointed out that expenditures for faculty salaries were at least

\$75 to \$80 million per year and that the Board should know how the money is being spent in terms of faculty effort. He maintained that useful information was provided on workload as related to institutional missions, research, instruction, distribution of faculty by rank, etc. Referring to statements that the institutions should not be compared to others, he noted that the faculties and institutions compared faculty salaries with comparable institutions and, therefore, should not object to having their workloads compared. The \$40,800 cost figure cited included start-up costs of computer programming and other costs that would not be required in a second effort. Mr. Richey pointed out further that continued studies and a biennial basis would allow the Board to ascertain trends in workload, changing emphases, effect of enrollment shifts, etc.

President Boyd stated that trends have to be told in more than just figures, and that one cannot tell what is going on through statistics. He added that perhaps too much emphasis is put on data collecting.

President Parks stated that from the internal management point of view, this study and information has not been that valuable to them.

Regent Bailey stated that there was some inference that the Board did not have a document that could be quoted properly to the legislature. He felt, however, that the Board had before them a very sound document.

Regent Perrin stated that he felt the Board should continue to pursue a faculty workload report, but that the method the institutions used was very questionable.

MOTION:

Mr. Perrin moved the Board request each institution to continue workload studies within their institution, and make this report available, periodically, to the Board. Mr. Baldrige seconded the motion.

Mr. Richey pointed out that there should be a similar method of reaching figures, and if this is not done, then there will be a great disparity. Further, there were

advantages for the institutions to start with a comparable base.

President Redeker suggested that the institutions use this study for a set period and then bring the matter back to the Board for decision whether another report is needed. The report at that time should analyze the value of this study to the institutions. President Redeker also suggested that the Board Office prepare a resume' on questions, problems, etc., that were discussed regarding this report, and send it to the Board and the institutions.

Mr. Richey suggested that further consideration of the matter would be appropriate in January 1974, concurrently with the initial development of budget requests for the 1975-77 biennium.

Regent Shaw pointed out that this study could become just a numbers game which was highly undesirable.

MR. PERRIN WITHDREW HIS MOTION.

MOTION:

Mr. Baldrige moved the Board set January 1974 as the date to discuss the value and need of the faculty workload study. The Board Office and the institutions will report at that time as to continuance. Mr. Wallace seconded the motion, and it passed with Mr. Perrin passing.

It was suggested by Board members that an explanation indicating comparability problems, etc., be included with any information from this study sent out. The Board also indicated the institutions were to continue with their internal efforts and were expected to continue their own workload studies. It was stated the caveats in the original study could be used in pointing out differences between the institutions.

EMPLOYEE TERMINATION REPORTS. The Board was requested to select one or more alternatives for information collection on voluntary terminations in addition to the information which is necessary for unemployment compensation insurance considerations (Exhibit A).

- Option 1 - Continue annual submission to the Board of a listing of resignations and leaves of absence according to Paragraph 4.09 of the Procedural Guide.**
- Option 2 - Add an item to Exhibit A entitled "Dissatisfaction with Salary for Present Position".**
- Option 3 - Add an instruction for completion of the termination report to include for the new employment a) name of employer, b) address of employer, c) position, and d) salary.**
- Option 4 - Implement an exit interview program to be conducted by the personnel department and/or president's office for both academic and non-academic personnel.**

Exhibit A

INSTRUCTIONS

1. General

This Form will be used to report promptly all terminations for members of faculty and staff.

2. Preparation

Department must furnish all the information requested. Whenever possible, the termination report should be completed and sent in advance of the employee's last day of work.

Reason for Termination: Please indicate one of the following termination codes. Space is provided for specific details when necessary.

VOLUNTARY

- | | |
|----------------------------------|--------------------------------------|
| 10 To look for other employment | 18 Home duties |
| 11 To accept better employment | 19 Early retirement |
| 12 Dissatisfaction with job | 20 Illness |
| 13 Change in residence (specify) | 21 Lost means of transportation |
| 14 To attend school | 22 Never showed up or called |
| 15 Personal reasons (specify) | 23 Failed to return from LOA |
| 16 Military service | 24 No reason given |
| 17 To be married | 25 Other voluntary leaving (specify) |

DISCHARGE

- | | |
|---|-------------------------------|
| 30 Refused to follow instructions (specify) | 33 Absenteeism (specify) |
| 31 Broke published rule (specify) | 34 Tardiness (specify) |
| 32 Falsified application form | 35 Improper conduct (specify) |
| | 36 Dishonesty (specify) |
| | 37 Other misconduct (specify) |

OTHER

- | | |
|---|--|
| 40 Laid off (lack of work) | 45 Required by law |
| 41 Disability | 46 Other reasons (specify) |
| 42 Pregnancy | 47 Deceased |
| 43 Normal retirement | 48 Transferred to another Department within the University |
| 44 Unsatisfactory performance (specify) | 49 End of appointment |

Terminal Compensation Due: Show amount of unused vacation *only* in the case of employees who have one year or more of service.

3. Routing (4 copies)

- #1 Personnel Office
- #2 Unemployment compensation (Personnel Office)
- #3 Dear or other administrative office
- #4 Department

The Board Office reported the following:

During the budget preparation process in fiscal 1972 the Board of Regents requested information on the employee turnover rates for various categories of personnel and the reasons for such turnover. The Board suggested an improvement in information collection and in termination procedures that would provide more definitive data which could serve as an additional element in formulating wage and salary policies. The Board's desires were expressed informally and specific Board action is not available. As a consequence, neither the Board Office nor the institutions have clearly defined guidelines.

Administration of unemployment compensation insurance programs involves the collection of data regarding reasons for employee termination. Effort by the institutions and the Board Office to develop a common set of reasons for the purpose has resulted in the list with codes as contained in Exhibit A. At the present time, only the University of Iowa and Iowa State University are using Exhibit A in connection with their respective versions of a termination report. Personnel officers at the other three institutions have indicated that Exhibit A is satisfactory for their use.

On September 26, 1972, the academic vice-presidents and superintendents were requested by the Board Office to provide suggestions for responding to the Board request for "better information more systematically on number of employees terminating employment and the reasons therefor".

Use of the termination form shown in Exhibit A should enable the institutions to respond to the request for "number of employees terminating employment" including the calculation of annual turnover rates for various categories of employees. In addition, it provides "reasons" which are sufficiently specific for unemployment compensation insurance but may not provide certain details desired by the Board.

All options were then explained in detail.

A complete copy of the report is on file at the Board Office.

Mr. Christensen, ISU, stated that it would be a very expensive operation to gather more information, and that he would question whether this information would be any better than what is already provided.

Ms. Mary Jo Small, SUI, stated that option #2 could be added to what SUI is already

doing; option #3 would be difficult to obtain because of the number of employees that SUI employs; and option #4 would be very costly to undertake.

President Redeker pointed out that the annual report, (option #1), covers administrative personnel and this could uniformly include information on new position and place.

MOTION:

Mrs. Petersen moved the Board approve the continuance of the present annual report and add to it for all institutions the position the employee is taking and where the employee is going. Mr. Perrin seconded the motion, and it passed unanimously.

Board members noted that the real need for information on non-academic terminations was during budget considerations and that the institutions ought to be prepared to justify their statements on terminations.

REGENTS REPORT TO THE LEGISLATURE. The Board Office reported the following:

The Regents Information Committee is suggesting that publication of the monthly "Regents Report to the Legislature" be suspended during the Legislative session to be replaced by the "Fact Sheets" which the committee distributes from time to time going into depth on various subjects relating to higher education. The theory behind the request is that the Report, which relates proceedings of the monthly Board meetings, would be best used when the Legislature is not in session to bring the news of the Board to legislators at their homes.

MOTION:

Mr. Baldrige moved the Board approve the suspension of the "Regents Report to the Legislature" during the Legislative session, and to replace it, during this time, by the "Fact Sheets". Mr. Wallace seconded the motion, and it passed unanimously.

UPCOMING CONFERENCES OF INTEREST TO BOARD MEMBERS. Information was presented to the Board members on the following meetings:

Association of Governing Boards
National Conference on Trusteeship
St. Francis Hotel, San Francisco
April 29 - May 1, 1973

American Association for Higher Education
Chicago - March 11-14

Education Commission of the States
Minneapolis - June 20-22

The Board Office reported that the Board Office budget can support limited multiple Board member attendance at each of these valuable conferences.

BOARD OFFICE PERSONNEL REGISTER. The actions reported in the Board Office Personnel Register for the period December 8, 1972, to January 5, 1973, were ratified.

NEXT MEETINGS:

February 8-9	University of Iowa	Iowa City
March 8-9	University of Northern Iowa	Cedar Falls
April 12-13	Iowa School for the Deaf	Council Bluffs
May 10-11	Iowa State University	Ames
June 14-15	University of Iowa	Iowa City
August 9-10	University of Northern Iowa	Cedar Falls

President Redeker stated that he felt there was no need for the Board to meet in Des Moines. They would be there at various times throughout the Session for Committee meetings. Final decision would, however, be deferred until the February meeting.

LEGISLATIVE PROGRAM.

#9e - Paraprofessionals and Child Care Standards. Questions were raised at the December Board meeting concerning curricular preparedness in these areas. The University of Iowa responded with the following report:

CHILD CARE CENTERS

Curriculum Development:

The only formal curriculum at the University of Iowa preparing persons for work in child care centers is one in the Colleges of Liberal Arts and Education leading to the B. A. degree and teacher certification in nursery school and kindergarten (early childhood education--"indorsement 53"). This is part of the ongoing offerings of the University. Students interested in day care do their practicums at the Hawkeye Day Care Center, in one or another of the cooperative day care centers or in one of the privately operated centers in Iowa City.

Informal, experimental, "short courses" have been given to a variety of persons. There has been "on the job training" for parents of the Hawkeye Center as a result of the requirement that all are required to donate time as part payment for child care. High-school aged students have had Saturday classes in baby sitting and a program of six months duration was developed at Hawkeye for on-the-job training of day care workers. The latter was funded by the Iowa Employment Security Commission with federal funds. The program could be reactivated should money again become available.

Licensure:

The trend for identification of persons trained in day care is not through the licensure mechanism but through teacher certification in early childhood education. There is a movement to train people at less than the baccalaureate level. The Office of Child Development (OCD) of the Department of Health, Education and Welfare (HEW) has suggested a year long program comprising three months of classroom study, including one course in child development, and nine months of practicum in a day care center. Upon successful completion of the course a certificate of "Associate in Child Development" would be awarded.

(In line with this suggestion, students at the University of Iowa who are seeking teacher certification are being offered the opportunity to include a course in child development among their education courses. The addition of the nine months practicum after graduation would qualify the student for the Associate in Child Development certificate. This may be an attractive option for many students in view of the present teacher job-market.)

In Iowa the responsibility for licensure of day care facilities rests with the Department of Social Services. The Department has developed standards for centers. The Hawkeye Day Care Center was requested first to develop standards for children from six months to three years of age and later for those of the age six weeks to six months. Little had been done previously on day care below the age of three years. Personnel from the Department spent considerable time in the various day care centers in Iowa City and with members of the University Day Care Committee. This culminated in a two day meeting of the Department's committee on standards in Iowa City to hold hearings on the proposed standards. It is expected that these will be published soon.

There are three sets of guidelines which have been published at the national level. These are: (1) Federal Interagency Day Care Requirements; Sept. 23, 1968; Child Welfare League of America Standards for Day Care Service (revised), 1969; and Standards for Day Care Centers for Infants and Children under 3 Years of Age, American Academy of Pediatrics, 1970.

Dr. Samuel Clark, Chairman of the Child Development Department - ISU, was present for discussion.

Mr. Heffner, SUI, stated that there was growing interest in Day Care Centers. He cited the University of Iowa's involvement.

Regent Collison noted that child care centers cannot afford to hire those with B.A. degrees. She also noted a meeting on January 18 on child care development in Des Moines and that this meeting would be attended by institutional people, as well as others. She added that the Board should have a summary of the meeting and recommendations of this group.

Mr. Richey noted that the Board Office will keep abreast of all legislation regarding paraprofessionalism and report to the Board as legislation is introduced.

Regent Wallace stated that the Board should not be concerned with the subject of general licensure legislation. The professional people will be the ones that will have to be concerned as they are the ones affected.

Regent Collison pointed out that the Board will have to be prepared to answer questions concerning this subject from legislators.

#9a - Insurance Program. The Board was requested to approve the following actions:

- 1- That legislation be supported to delete from Chapter 71, Section 6, of the Laws of the Sixty-Fourth G.A., First Session:

"Any such project for repair, rebuilding or restoration of state property for which no specific appropriation has been made, shall, before work is begun thereon, be subject to approval or rejection by the budget and financial control committee."

- 2- That administrative procedures be developed with an executive agency to absorb losses by the Regents' institutions up to the levels previously approved by the Board of Regents.
- 3- That further study should be considered for the purchase of insurance with high deductible if satisfactory implementation of Recommendations 1 and 2 cannot be accomplished.

The Board Office reported the following:

In December 1971 and January 1972 the Board of Regents considered A Report on Insurance and Risk Management in the Regents' Institutions. It approved a procedure whereby the institutions would absorb losses up to a specified level for each. Claims for losses in excess of the specified level would be submitted to an executive agency for verification of the claims and for allocation of funds of up to \$100,000 for each occurrence to the Regents' institutions to cover the cost of replacement of the loss and for emergency costs associated with the loss. A copy of the Report and Addendum to the Report are enclosed. The Addendum includes revisions to account for inflation and losses during last fiscal year.

The ad hoc committee for study of insurance has prepared the enclosed report entitled Proposed Legislative Program for Insurance on Buildings and Facilities of the Board of Regents Institutions. The recommendations of the committee are to devise legislation to implement with modification the action of the Board a year ago which stated briefly was to:

1. Absorb all loss occurrences of \$5,000 or less unless the aggregate of all losses in any fiscal year exceeds certain limits ranging from \$5,000 to \$15,000 for each institution.
2. Claims for all losses exceeding \$5,000 or annual aggregate of all losses of \$5,000 or less exceeding the defined limits to be referred to the General Services Department for review and verification of the claim and for authorization of funds for replacement.
3. Claims for losses exceeding \$100,000 to be referred to the Budget and Financial Control Committee.

The modification of the Board action is to provide for an executive agency rather than specify the General Services Department.

The modification to provide an executive agency rather than the General Services Department is suggested because of advice that the General Services Department was not intended to perform functions of the nature involved in settling claims for casualty losses. It is thought that the procedure to absorb losses up to a certain level by each institution would be accomplished more properly as an administrative procedure rather than by legislation.

The legislation proposed would delete from Chapter 71, Section 6, of the Laws of the Sixty-Fourth G.A., First Session, the sentence that all claims be submitted to the Budget and Financial Control Committee. By this action Section 19.7 Contingent Fund would govern. Section 19.7 does not provide a limit on the contingent fund. A copy of Section 19.7 of the 1971 Code of Iowa and of the amendment by the 64th General Assembly, Section 6, Chapter 71, are enclosed herewith.

A major reason for the suggested legislation is the delay in administration of claims under the present procedure. Under present law the smallest claims are processed by both executive and legislative branches of state government. This results in extensive delay and red tape to assure action on each claim.

A list of claims, date of occurrence, date of settlement, and amounts were provided to demonstrate the problems of the present fifteen-step procedure.

Preliminary Study of Insurance with High Deductible

Estimates of the cost of coverage of the total system with a replacement cost of \$479,000,000 is as follows:

	<u>Deductible</u>	<u>Rate</u>	<u>Cost</u>
(a)	\$ 100,000	4.5¢/\$100	\$215,550
(b)	500,000	3.0¢/\$100	143,700
(c)	1,000,000	2.5¢/\$100	119,750
(d)	10,000,000	2.0¢/\$100	95,800

With a maximum coverage of \$50 million which would be the approximate amount to cover the largest complex of buildings in close proximity to each other, the costs are estimated as follows:

	<u>Deductible</u>	<u>Rate</u>	<u>Cost</u>
(e)	\$100,000	5¢/\$100	\$25,000
(f)	\$5,000/\$10,000/\$15,000	10¢/\$100	\$50,000

The above figures have been estimated after discussion with commercial insurance firms but without firm quotations. Therefore, the figures are to be regarded only as a rough guide.

Methods of funding of premiums and of losses up to the amount of the deductible would need to be considered.

Legislation would be required to enable Regents' institutions to purchase insurance according to the enclosed memorandum from Howard N. Sokol dated December 15, 1972 in which he states:

"With a single exception the known Attorney Generals' opinions from 1935 to March 8, 1972 have stated the general rule that the state is a self-insurer in pertinent cases because of Section 19.7 of the Code of Iowa which has been in the laws of Iowa in various forms since 1873."

In response to verbal inquiry the Governor's Office indicated that the Governor has established a study group to study the entire problem of insurance for all state departments. In view of this, it would appear that the Regents should seek legislation at this time only to improve the present administrative procedures. The Regents' institutions are prepared to assist the Governor's study group.

A complete copy of the report is on file at the Board Office.

Mr. Warren Madden, ISU, stated that the state is also looking at its insurance policies, and that any action taken by the Board would be applicable to all state

agencies, but that such action was limited at this time pending completion of state efforts.

MOTION:

Mr. Baldrige moved the Board approve the following action:

- 1) That legislation be supported to delete from Chapter 71, Section 6, of the Laws of the Sixty-Fourth G.A., First Session: "Any such project for repair, rebuilding or restoration of state property for which no specific appropriation has been made, shall, before work is begun thereon, be subject to approval or rejection by the budget and financial control committee."
- 2) That administrative procedures be developed with an executive agency to absorb losses by the Regents' institutions up to the levels previously approved by the Board of Regents.
- 3) That further study should be considered for the purchase of insurance with high deductible if satisfactory implementation of Recommendations 1 and 2 cannot be accomplished.

Mrs. Collison seconded the motion, and it passed unanimously.

#9b - Governance - 1202 Agency. Discussion began with a report by Mr. Walsh, ISU, on a meeting of the Legislative Higher Education Committee. He stated that the Committee adopted a role and scope statement and a statement of goals. He also reported on the committee's actions in regards to the 1202 agency. The committee recommended that the Higher Education Facilities Commission become the 1202 Commission with revised membership and functions. Its duties were to be the minimum required by the federal legislation.

The Board Office then reported the following:

The Board of Regents strongly urged in December that the new post-secondary education planning agency, required as a condition for certain federal grants, be restricted to advisory authority only for planning. The Board scheduled further consideration of the matter at its January meeting.

Some of the proposals and alternatives are as follows:

1) That the agency be clearly in the executive branch or that there be legislative representation on the agency. Present drafts of federal guidelines specify membership to be broadly and equitably representative of all facets of post-secondary education and of the public. Some have proposed that the representatives of the public be appointed by the Governor with the usual approval of the Senate. Others feel that legislative representation is important. The question is whether the agency is to be an executive one with the legislature performing its traditional role of review and oversight.

The present draft of the federal guidelines state that the agency "must include adequate representation on the basis of sex and on the basis of significant racial, ethnic and economic groups in the state".

2) That the membership of "all facets of post-secondary education" be selected by those segments. The Board of Regents, the Board of Public Instruction representing the area schools, Iowa Association of Private Colleges and Universities and the organization for Iowa proprietary schools could select their representatives. This policy would follow the precedent of appointments to the Higher Education Facilities Commission, the Educational TV Board and the Iowa Coordinating Council for Post High School Education. However, the federal guidelines would allow such appointments from the segments to be made by the Governor.

3) That the new agency be called the Iowa Planning Council for Post-Secondary Education. This suggested title would establish its planning function. Use of the term "council" also would infer its proposed advisory role.

4) That membership on the council be approximately 19 persons: 10 from elements of Iowa post-secondary education and 9 public members appointed by the Governor. The educational elements could include 1 from the proprietary sector, 3 from the private colleges, and 3 from Public Instruction and/or the area schools, and 3 from the Regents. It has been suggested that representation from each sector be proportional to its percentage of total enrollment including vocational-technical education. This approach would require approximately 4 from the Regents sector, 3 from the private colleges, 2 from the Board of Public Instruction - area schools, and 1 from the proprietary schools. It is felt by some that the size of enrollment is an indicator of each sector's stake in the new agency, particularly of the Regents institutions which do not enjoy local public or major private financing.

The suggested membership of 19 persons could insure adequate and equitable representation of the many constituent groups of post-secondary education and of the public as required by the federal legislation and guidelines. Any lesser number could make this task rather difficult. Since the representatives from the education sectors also will include lay board members, the provision for 9 public members would insure a majority of lay members on the council.

5) That terms of members be for 4 or 6 years on a staggered basis.

6) That the function of the agency be advisory for planning purposes except for review of federal grant applications presently required by federal law. To carry out this function the agency could be given the following duties:

- a- Provide for the systematic gathering of data and make such data available in usable form to all institutions of post-secondary education in Iowa their boards and all other agencies in need of such information.

- b- ~~Make studies of problems, policies, curriculum, finance, facilities, and other factors which are pertinent to planning of post-secondary education in Iowa.~~
- c- ~~Make studies and gather information and data relative to post secondary education in the United States and make reports based on such information and data to the Governor, the General Assembly, the governing boards or bodies, and the institutions relative to the financial and other needs of post secondary education within the state.~~
- d- ~~Receive information from boards and institutions concerning their problems, plans, and legislative requests.~~
- e- ~~Render advice to the Governor, General Assembly, governing boards or bodies, and institutions of post-secondary education which will aid in the development of statewide planning of post-secondary education in Iowa.~~
- f- ~~Receive and accept contributions, gifts, and grants from private sources when available, unless such involved commitments which are inconsistent with the purposes of the council.~~
- g- ~~Prepare an annual report to the Governor, General Assembly, and the governing boards of institutions responsible for post-secondary education in the state.~~
- h- ~~Have responsibility for administering the federal programs now held by the Higher Education Facilities Commission.~~
- i- ~~Have responsibilities required for the State of Iowa to receive assistance under Section 1203 or Title X of the Education Amendments of 1972 (P.L. 92.318, 92nd Congress).~~

The transfer of responsibilities for the federal programs now administered by the Higher Education Facilities Commission would leave HEFC with duties related to the private college student aid program, state scholarship programs and the medical tuition loan program. Consequently, a change in name for that agency might be appropriate. It might be re-named the "Iowa Student Aid Commission" or "Iowa Student Assistance Commission". There is a strong feeling that the statewide 1202 planning agency should not have duties that might give it a vested interest in a specific segment of post-secondary education. If the private college tuition aid program were transferred to the 1202 agency, such a situation could develop. Representatives of private colleges also are fearful of bias on the new agency. They have proposed that its chief executive officer not have prior administrative affiliation with any segment of post-secondary education in Iowa.

7) Officers of the council be elected by the commission.

8) The council employ permanent staff such as professional, clerical, and research personnel as may be necessary to assist in performing its duties. The State Board of Regents, the State Board of Public Instruction, and the Office for Planning and Programming, the office of the State Comptroller, and any private associations of colleges and universities and specialized schools, which receive assistance, directly or indirectly, should make available such services and staff as may be necessary to carry out the council's function.

9) The council establish such advisory committees as it deems advisable and as required by the Education Amendments of 1972 including, but not limited to, inter-institutional committees on curriculum, articulation, facilities, and continuing education. The members of such advisory committees may be drawn from the staffs of the agencies, public and private, mentioned in the foregoing paragraph and faculty and staff members of the institutions under the control of the State Board of Regents, the area vocational schools, area community colleges, the institutions that are members of the Iowa Association of Private Colleges and Universities, and the institutions that are members of the Iowa Private Specialized Schools Association.

Many people are deeply concerned over the possibility that the 1202 agency might become the instrument for federal control of post-secondary education. Federal officials in the Office of Education could so utilize such an agency even if it were not intended by the Congress. This is an additional factor in the Board's position to urge that the 1202 agency's authority be strictly limited. It also is the reason it is suggested that its powers be restricted to present federal legislation. If future legislation is enacted by Congress, Iowa could then consider the benefits versus the price in state sovereignty in the field of post-secondary education and act accordingly.

Iowa is a relatively small state that has not made the past mistake of establishing a large number of public institutions reporting to separate state boards. It has one board for state four-year institutions and one for two-year public institutions. Any central control by a 1202 agency would undoubtedly also affect the status of the private colleges. Moreover, a "super board" would involve heavy additional administrative cost. It would dilute the authority of present boards and make responsibility harder to place. It could "strait-jacket" post-secondary education and perhaps cause all of it to be "marching off in the wrong direction". An advisory agency could be effective in presenting information and suggestions for consideration and action by the Governor and Legislature as well as the individual elements of post-secondary education. If additional powers appear to be needed after the advisory agency has functioned for some time, additional consideration could be given to its duties at that time.

President Redeker pointed out that the Board should develop its own views and policies on this new agency. Regent Petersen stated the Board should then point out to the Executive branch and the Committee its goals.

The Board decided to act on each item covered in the Board report.

#1. The Board decided to omit this item.

#2. The Board concurred as written.

#3. The Board consensus favored the name "Iowa Planning Council for Post-Secondary Education" with emphasis upon the word "council". The Board requested that the importance of having "planning" and "council" in the title be explained.

#4. A Board member stated that with this number of people (19) that it would provide broad and proportional representation. The Board favored the following composition of council members: 1 from the proprietary schools, 3 from the private colleges,

2 from the Public Instruction and/or the area schools, and 4 from the Regents' institutions. There would be nine public members. It was noted that some of the non-public members would be lay members.

- #5. Board members concurred that the term should be six years on a staggered basis.
- #6A. Following a discussion which developed a consensus that the Board wished the 1202 Agency to be given the minimum amount of authority consistent with the federal act, the Board directed Mr. Richey and Mr. Walsh to confer in an effort to reconcile the duties outlined in the memorandum with those discussed by the Legislative Higher Education Study Committee. The Board consensus was also that the council not be required to make annual reports.
- #6B. Regent Perrin stated that the three state programs now under HEFC should not be a part of the function of this new council. Some expressed concern over the idea of leaving HEFC without much to do through delegating much of their duties to the new council. Board members requested that Lloyd Watkins, Association of Private Colleges, be called and told that the Board is not opposing tuition aid programs by this action. Concurrence to role of HEFC was gained.
- #7. Concurrence was given that the officers of the council should be named by membership.
- #8. President Boyd noted that explanation should be given noting that the amount of the cost would be reduced greatly by using existing staff, and that the expertise within the state could be used under this present plan. The Board agreed.
- #9. The Board concurred in this proposal. The Board also directed that the essence of the last two paragraphs be used as introduction to the Boards' position.

Many people are deeply concerned over the possibility that the 1202 agency might become the instrument for federal control of post-secondary education. Federal officials in the Office of Education could so utilize such an agency even if it were not intended by the Congress. This is an additional factor in the Board's position to urge that the 1202 agency's authority be strictly limited. It also is the reason it is suggested that its powers be restricted to present federal legislation. If future legislation is enacted by Congress, Iowa could then consider the benefits versus the price in state sovereignty in the field of post-secondary education and act accordingly.

Iowa is a relatively small state that has not made the past mistake of establishing a large number of public institutions reporting to separate state boards. It has one board for state four-year institutions and one for two-year public institutions. Any central control by a 1202 agency would undoubtedly also affect the status of the private colleges. Moreover, a "super board" would involve heavy additional administrative cost. It would dilute the authority of present boards and make responsibility harder to place. It could "strait-jacket" post-secondary education and perhaps cause all of it to be "marching off in the wrong direction". An advisory agency could be effective in presenting information and suggestions for consideration and action by the Governor and Legislature as well as the individual elements of post-secondary education. If additional powers appear to be needed after the advisory agency has functioned for some time, additional consideration could be given to its duties at that time.

MOTION:

Mrs. Collison moved that the above actions represent the consensus of the Board on this matter. The motion was seconded by Mrs. Petersen and passed unanimously.

#9c. Transfer of Mental Health Authority. During discussion at the December Board meeting, the following report was requested from the University of Iowa:

Following is a proposal to enlarge and strengthen the Iowa Mental Health Authority and through it coordinate the patient care programs and the education and research functions of the Mental Health Institutes, the community mental health centers and the Psychopathic Hospital.

Chapter 225 of the Code of Iowa which governs the operation of the Psychopathic Hospital provides that its Director shall (1) serve as Professor of Psychiatry in the College of Medicine (225.4); (2) seek to bring about systematic cooperation between the several state hospitals for the mentally ill and the Psychopathic Hospital (225.5); (3) from time to time, visit the state hospitals for the mentally ill upon the request of the superintendents thereof, or upon request of the Director of the Division of Mental Health of the Department of Social Services or the Commissioner of that Department (225.6) and may advise the medical officers of such state hospitals in subjects relating to the phenomena of mental illness (225.6).

In a bill proposing the establishment of a Department of Mental Health and Mental Disabilities it is provided that Chapter 225 be amended as it pertains to the duties of the Director of the Psychopathic Hospital (Sections 225.5 and 225.6) as follows:

225.5 CO-OPERATION OF HOSPITALS MENTAL HEALTH FACILITIES. The medical director of the said psychopathic hospital shall seek to bring about systematic co-operation between the several state hospitals for the mentally-ill mental health institutes, the community mental health centers established by single counties or groups of affiliated counties in the manner provided by law, and the said state psychopathic hospital.

Sec. 26. Section two hundred twenty-five point six (225.6), Code 1973, is amended to read as follows:

225.6 DUTIES OF DIRECTOR. ~~He~~ The medical director shall be the director and in sole charge of the clinical and pathological work of the said psychopathic hospital. He shall, from time to time, visit:

1. Plan cooperatively with the commissioner of mental health in regard to:
 - a. Utilization of the various state and community mental health facilities to further the training of psychiatrists.
 - b. Recruitment of qualified professional staff personnel for the various state and community mental health facilities and, where appropriate, arrangements permitting the appointment of such personnel to the staff of psychopathic hospital or the university of Iowa college of medicine or both.
 - c. Effective interchange among the various state and community mental health facilities of the benefits of research in psychiatry and related fields conducted by any of them.
2. To the extent his other duties will permit him to do so:
 - a. Visit or consult with any of the state hospitals for the mentally ill mental health institutes or any of the institutions under the department of social services where psychiatric services are provided, upon the request of the superintendents thereof, their respective administrators or upon the request of the director of the division of mental health commissioner of the state department of social services or of the commissioner of such state department mental health, as the case may be, and may advise the medical officers staff of any such state hospitals for the mentally ill institutions, or either of the said director commissioners, in subjects relating to the phenomena of mental illness.
 - b. Upon the request of the director of the board of directors of any community mental health center, established by a county or affiliated counties in the manner provided by law, visit or consult with such center, and may advise its professional staff in subjects relating to the phenomena of mental illness.

These changes would represent significant increments to the duties of the Director--planning utilization of state and community facilities for training of psychiatrists; recruitment of personnel for state and community mental health facilities; continuing education for staff of state and community mental health facilities; and consultation with community mental health centers. These duties are now shared by the Director of the Division of Mental Health of the Department of Social Services and the Iowa Mental Health Authority. (The position of Director of the Division of Mental Health

has been unfilled for several years.) The net result would be to make the Director of the Psychopathic Hospital also Director of Mental Health in the Department of Social Services or the Department of Mental Health and Mental Retardation, should it be established.

An alternative arrangement would be to leave the Iowa Mental Health Authority in the Psychopathic Hospital under the general supervision of the Director of the hospital. With some enlargement of staff it would be possible to transfer the duties of the Director of Psychopathic Hospital as they relate to the mental health institutes to the Mental Health Authority (Code sections 225.5 and 225.6) and to add those responsibilities suggested in the above revisions. The desired coordination of all the activities of all the mental health facilities of the state could be achieved in this way without overloading the Director of the Psychopathic Hospital.

Regent Collison stated that there was an over-lapping of the Mental Health program. A new state agency would be created under Senate File 78 to establish a Department of Mental Health and Mental Disabilities, which would be wrong because it breaks the tie with the psychopathic hospital and the medical school which is necessary for comprehensive health care delivery.

President Redeker thanked Regent Collison for doing so much research and keeping the Board so well informed on this matter.

Dr. Hardin pointed out that this bill gives the director of the Psychopathic Hospital two different jobs, a situation he saw as a disadvantage. He added that this has not been discussed with the Department of Social Services. He also stated that the bill that is suggested has not generated very much success from very many people.

A Board member suggested that Mental Health Authority draft its own bill, and get some action going for something to support.

Regent Collison stated that Mental Health Authority is still trying to find ways to tie everything together.

MOTION:

Mrs. Collison moved the Board go on record as supporting the Mental Health Community Centers Bill. Mr. Wallace seconded the motion.

Regent Collison noted that this would remove four mental health services from the

Department of Social Services and could turn them into centers, each with its own Board and tie them into more of a community concept of regional health delivery.

President Boyd stated that some communicating should be done with the Department of Social Services to let them know the Board's view on this matter. The burden that this proposed bill places upon the director of the psychopathic hospital should be explained to Social Services, also.

MR. WALLACE WITHDREW HIS SECOND TO THE MOTION.

MOTION:

Mrs. Collison moved the Board adopt a policy stating that the director of the Psychopathic Hospital should not be overloaded or given two jobs; that the relationship between the Psychopathic Hospital, the state mental health institutes, the local mental health centers, and the medical school should not be interrupted; and that cooperation should be strengthened between the Psychopathic Hospital and regional health programs with mental health centers. These views were to be communicated to Commissioner Gilman. The motion was seconded by Mr. Perrin, and it passed unanimously.

#9d. Payments for UNI Laboratory School Pupils. The Board was requested to endorse the following proposal including the required legislation.

The Board Office reported the following:

Board members were notified by conference call on December 28 of the meeting between representatives of the State Comptroller's Office, Cedar Falls School District, UNI and the Board Office regarding payments for pupils in the Laboratory School. The consensus of the group was that state school aid payments should be made directly to UNI. Appropriations would be made from school aid funds to the Department of Public Instruction for allocation to UNI based on the number of pupils from the Cedar Falls and Waterloo districts. The aid would be based on the average state aid per pupil in each district. Local school budgets and aid claims would not include pupils going to the Laboratory School.

This proposal has the support of the Cedar Falls district, the UNI administration and the State Comptroller's Office. It would eliminate the need for contracts between the Regents and the districts involved. It does, however, require some legislative changes.

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Section 265.6, Code 1973, provides that a pupil attending a laboratory school shall be considered as a pupil attending his public school district for purposes of aid to schools under Chapter 442. This provision would have to be deleted. Section 442.4 prescribing the method of counting enrollments for state aid purposes would also need to be amended, according to the State Comptroller.

Formal notification of cancellation of the contract with the Cedar Falls district was given on December 28 in accordance with Board action. President Kemerick is handling the matter with Waterloo School District officials.

MOTION:

Mr. Wallace moved the Board approve the following proposal: State school aid payments should be made directly to UNI. Appropriations would be made from school aid funds to the Department of Public Instruction for allocation to UNI based on the number of pupils from the Cedar Falls and Waterloo districts. The aid would be based on the average state aid per pupil in each district. Local school budgets and aid claims would not include pupils going to the Laboratory School; and approve the following required legislation: Section 265.6, Code 1973, provides that a pupil attending a laboratory school shall be considered as a pupil attending his public school district for purposes of aid to schools under Chapter 442. This provision would be deleted. Section 442.4 prescribing the method of counting enrollments for state aid purposes would also need to be amended, according to the State Comptroller. Mrs. Petersen seconded the motion, and it passed unanimously.

Mr. Martin, UNI, noted that the Cedar Falls School Board has now approved this proposal.

SUPPLEMENTAL LEGISLATIVE ITEMS.

#9f. Proposed Legislation for Educational Broadcasting Control.

Presented to the Board was a bill sponsored by Representative Frank Crabb designed to transfer responsibility for the Iowa Educational Broadcasting Network from the State Educational Radio and Television Facility Board to the Board of Regents. Such a step involves important decisions relating to the future role of the Board, institutions under Board control and to the role of public broadcasting.

At this time the proposed legislation has been pre-filed in the House of Representatives but has not yet been formally introduced. The Board is being given an opportunity in advance to take a position on the proposal.

The major thrust of the bill is in the proposed revision of Section 8A.6 which would strip the State Educational Radio and Television Facility Board of its duties of administration and responsibility and transfer this function to the Board of Regents, i.e. "planning, establishing and operating an educational radio and television facility..." A new section would require the Board to "combine the facilities of any commercial radio and television network owned by the state and under its control and the educational radio and television network...to achieve maximum possible cooperation and effective use of the available facilities." The bill also authorizes the "sale" of any property involved with proceeds going to finance expansion of the state ETV network. As will be outlined later, the Board has gone on record regarding any such sale of WOI-TV.

Some revision of the bill will be necessary since the State Educational Radio and Television Facility Board has been stripped of its duties but has not been fully abolished.

Since the bill does not provide for any administrative mechanism, recognition needs to be given to continued autonomy of the ETV agency. It would appear that in order to continue an independent course that this function would be added to the Board's authority as a separate new entity, a new "institution", as it were. Direct involvement of ETV with any one university or groups of universities would affect the autonomy of the network. The network is heavily involved with elementary and secondary education along with a broad commitment to "public" broadcasting efforts. Assurance would be needed that these functions could continue.

Under the bill the facilities of WOI-TV would be combined with the Iowa Educational Broadcasting Network. It is not certain how the operation of a commercial franchise could be combined with a public network. Officials of Iowa State may be able to go into more detail on this matter. When the suggested sale of WOI-TV came up during the 1972 Legislature as a means of financing expansion of ETV in Iowa, Iowa State made the following report to the Board:

"Each year the station contributes, either in outright cash transfer or services, approximately \$175,000 to the support of educational programs on the campus. This sum includes such items as the use of its studios and other facilities by journalism and tele-communicative arts students; the sharing of engineers and production staff as well as the news wire services and similar services with the University's radio stations without charge to those stations; a portion of the salaries of engineers, production and administrative personnel; and direct grants such as \$5,000 transferred to the telecommunicative arts program and \$6,500 to support graduate students in journalism studies. If WOI-TV did not exist these operations would either have to be restricted, discontinued and/or a part of their cost thrown back on tax sources."

The Board position regarding sale of WOI-TV was taken on January 13, 1972, and is reprinted below:

Mr. Wallace moved that since WOI-TV is substantially related to educational activity of Iowa State University--internally and externally--and is an important educational facility in its own right, the Board believes it is in the best interests of the citizens of the State of Iowa and its universities to maintain WOI-TV as an important facility of Iowa State.

Mr. McCartney moved that some reference to what would happen if the sale were effected--advise the educational services provided, resources provided and the subsequent need be included in the motion. The amended motion was seconded by Mr. Bailey and was passed unanimously.

Mr. Wallace moved that the Board of Regents join with the State Educational Radio and Television Facility Board and the Board of Public Instruction in creating a joint committee to survey the state's public broadcasting resources and to make recommendations for their best use in serving the public broadcasting needs of all Iowans including the training of future radio and TV related personnel with the highest quality service. The motion was seconded by Mr. Baldrige and was passed unanimously.

Apparently no report has been completed concerning the review of state public broadcasting resources called for in Regent Wallace's motion. This might be an important step to be taken prior to final legislative consideration of Representative Crabb's legislation.

The Governor apparently has issued an executive order transferring IEBN to the Department of General Services for administrative purposes.

Regent Wallace stated that this proposed legislation was inappropriate and felt the Board should oppose this legislation.

Regent Petersen felt that this would be a step backward for public T.V. in Iowa.

Regents Wallace and Baldrige were requested to present a report on the new administrative procedures of the Educational Radio and T.V. Facilities Board to the Board at the February meeting.

It was the concensus of the Board that its reaction at this time was negative to this

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proposal and that its WOI-TV position remained the same.

#9g. Educational Radio for Iowa. Regent Wallace presented a report to the Board submitted by the Iowa Educational Broadcasting Network, on the feasibility of making educational radio available on a statewide basis.

A complete copy of this report is on file in the Board Office.

MOTION:

Mr. Wallace moved the Board refer the recommendations on educational radio to the institutions for further consideration and report back to the Board in February. Mr. Perrin seconded the motion, and it passed unanimously.

#9h. Family Practice Residencies in Community Hospitals. (See page 485, SUI, for Board action)

UNIVERSITY OF IOWA

The following business pertaining to the University of Iowa was transacted on Friday, January 12, 1973.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of December, 1972, were ratified.

PEACE OFFICER. The Board was requested to approve Special Security Officer Status for University of Iowa Security Department to Robert E. Lucey.

Robert E. Lucey has been a member of the Security Department since October 4, 1970. He completed the Law Enforcement Academy six-week recruit course on December 15, 1972. He graduated from The University of Iowa this year. Mr. Lucey has completed the standard Red Cross first aid course as well as an advanced Red Cross course. He has 26 hours in police-related training.

MOTION:

Mr. Wallace moved the Board commission as a Special Security Officer Robert E. Lucey of the University of Iowa Security Department. Mrs. Collison seconded the motion, and it passed unanimously.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period December 4, 1972 through December 29, 1972, had been filed with him, was in order, and was recommended for approval. The following construction contracts were recommended for approval:

<u>PROJECT</u>	<u>AWARDEE</u>	<u>TYPE OF CONTRACT ITEM</u>	<u>AMOUNT</u>
English Philosophy Building - Modifications to Air Conditioning System	AAA Mechanical Construction, Inc., Iowa City, Iowa	Air/Conditioning	\$ 49,713.00

<u>PROJECT</u>	<u>AWARDEE</u>	<u>TYPE OF CONTRACT ITEM</u>	<u>AMOUNT</u>
Utilities, Turbine Generator - Contract 5	Viggo Jensen Company, Iowa City, Iowa	General	\$1,366,282.00

The following Purchase Orders were recommended for approval:

Dental Sciences Building Equipment (funded by December 1970 Sale of Academic Revenue Bonds) (Awards to four vendors)	\$ 55,570.75
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The following revised budget was recommended for approval:

UTILITIES - TURBINE GENERATOR
REVISED BUDGET

	<u>Preliminary (Aug. 1971)</u>	<u>Revised</u>
Bond sale expense	\$ 0	\$ 12,000
Preliminary planning & supervision	50,000	72,000
Engineering fees	200,000	200,000
Turbine generator	1,075,000	847,780
Condensing equipment	130,000	115,339
Crane	27,000	41,905
Switchgear and generator terminal equipment	42,000	28,471
General construction	780,000	1,366,282
Soil borings	3,000	5,505
Contingencies	143,000	100,718
Sub total	<u>\$2,450,000</u>	<u>\$2,790,000</u>
Estimated sales tax refunds		44,000-
Net total	<u>\$2,450,000</u>	<u>\$2,746,000</u>
Source of funds:		
Academic revenue bonds	\$2,450,000	\$2,450,000
Income from Treasurer's Temporary Investments		296,000
	<u>\$2,450,000</u>	<u>\$2,746,000</u>

COMMENTS

Preliminary planning & supervision - the increase of \$22,000 is due to an unrealistically low estimate in the preliminary budget for supervision and inspection services.

General construction - the increase of \$586,282 (partially offset by reductions in other budget categories) is commented on in the attached letter by the University.

The Board Office noted that while the overall budget itself represents a 12.5% increase over the preliminary budget, approved August 1971, that portion devoted to General Construction - \$1,366,282 - is some 75% higher than the original budgeted amount of \$780,000.

UTILITIES - TURBINE GENERATOR
ANALYSIS AND COMMENTS ON BUDGET INCREASES
(Prepared by E. T. Jolliffe 1/3/73)

The net budget increase of \$296,000 represents an increase of 12.1% over the August 1971 estimates. The major components of this net increase are as follows:

1. Bond sale expense	\$ 12,000
2. Preliminary planning & supervision	22,000
3. Equipment and construction (after sales tax refunds)	301,777
4. Soil borings	2,505
5. Contingencies	42,282-
Net increase	<u>\$296,000</u>

EXPLANATIONS

1. Bond sale expense - not provided as separate item in original budget.
2. Preliminary planning & supervision
Original budget provided for approximately 12 months of resident inspection. The revised budget provides for additional resident inspection time of approximately 6 months.
3. Equipment and construction
The original budget was based on costs of similar sized installations elsewhere without benefit of detailed plans for this specific project. Major components of this increase are estimated as follows:

a) Improvements in external appearance	\$ 19,000
b) Operational and monitoring features for improved operations and thermal pollution control	30,000
c) Toilet rooms and other minor changes	8,000
d) Increase in foundation requirements due to unusual soil conditions, extra costs due to modifications and connections peculiar to the existing facilities, and price escalation in excess of the original estimates in August 1971. (Approximately 11.9% for all factors)	244,777
Total increase	<u>\$301,777</u>
4. Soil borings - additional borings necessary because of unusual soil conditions at site.
5. Contingencies - reduction results in revised contingency fund of approximately 7.3% of general construction or approximately 4.3% of equipment and construction.

MOTION:

Mr. Wallace moved the Board approve the Register of Capital Improvement Business Transactions for the period December 4, 1972 through December 29, 1973; the contracts shown above be awarded; the purchase orders for equipment be awarded; the revised budget shown above be approved; the Executive Secretary be authorized to sign the necessary documents. The motion was seconded by Mr. Baldrige, and was passed unanimously.

In response to a question, Mr. Jolliffe, SUI, stated that an engineering firm usually does not look at the site prior to becoming involved with a project.

A Board member asked about the amount of \$19,000 for improvements in external appearance. Mr. Heffner responded by stating that there was much campus concern on external appearance of this facility, and that these factors were not taken into account when the initial budget was being planned. The factors came to light through action by the Campus Planning Committee.

President Redeker expressed concern over shared funding on this project and asked for more internal coordination to avoid similar occurrences in the future.

President Boyd noted that the University of Iowa is going to take steps to improve its operations concerning planning, budgeting, etc.

COLLECTIVE BARGAINING PROPOSAL BY STAFF EMPLOYEES COLLECTIVE ORGANIZATION.

The following was submitted by Staff Employees Collective Organization (SECO) for consideration of three specific proposed changes in existing pay practices regarding general service staff at the University of Iowa.

(1) Salaries of food service employees should be increased immediately across the board by \$50.00 per month. Further, additional increments of \$50.00 per month for the first three months should be granted and increments should extend past the present eighteen month period.

(2) A uniform policy regarding night differential pay should be established for custodians and others. Some employees presently receive night differential pay, largely in the hospitals; custodians, however, do not. SECO asks establishment of a differential of 15¢ per hour for the early shift and 25¢ per hour for the late shift.

(3) A policy should be instituted to encourage accumulation of sick leave to and even beyond the 90 day accumulation period. Flexibility should be established whereby an employee with accumulated sick leave has the discretion to utilize sick leave for early retirement, extended vacation and direct cash payment. Such a sick leave bank would contribute significantly to overall employment efficiency.

Present for discussion were Mr. Alvin Logan, President of SECO; Mr. J. Patrick White, SECO Attorney; Ms. Kendall and Mr. Miller - members of the Board of Directors of SECO.

Mr. White presented to the Board the goals and history of the organization of SECO. He stated that their prime interest was in promoting the welfare of the staff of SUI.

Mr. White stated that time was of the essence in regards to this pay plan. He added that there were some employees receiving far less compensation than they should be receiving.

Mr. Logan stated the justification of requesting the items mentioned above.

Mr. Miller stated that they were hoping that the Regents' Classification and Pay Plans would be implemented very smoothly and quickly for the sake of the employees.

Ms. Kendall also spoke briefly.

MOTION:

Mrs. Petersen moved the Board refer the above matters to the University of Iowa for consideration. Mr. Shaw seconded the motion.

President Boyd pointed out that the proposed change in the sick leave policy was probably a legislative matter and that the other two matters had interinstitutional

implications under the pay plan.

While the University was glad to dispose of these matters with SECO, answers could not be found totally at the University level.

VOTE ON MOTION: The motion was passed unanimously.

In response to a request for clarification, Regent Petersen stated the motion put no time deadline on the University's consideration.

JOHN F. MURRAY ENDOWMENT FUND. The Board was requested to accept the following report and ratify the changes.

<u>Purchase</u>	
\$6,500.00	U.S. Treasury Notes 6% 5-15-75 to yield 5.88%
	Purchased on 10-1-72 @ \$6.520.31

Note: Merchants National Bank recommended investing the current cash balance in government securities until next stock transaction.

MOTION: Mr. Perrin moved the Board accept the report as shown above and ratify the change shown above. Mr. Shaw seconded the motion, and it passed unanimously.

PURCHASE OF PROPERTY - 417 SOUTH CAPITOL STREET. The Board was requested to approve the following purchase of property by the University of Iowa:

Present Owner
Miss Hattie Goody

Legal Description
The south half ($\frac{1}{2}$) of Lot Two (2) in Block Three (3) of the County Seat addition to Iowa City, Johnson County, Iowa, according to the recorded plat thereof.

General Description
The land area is 6,000 square feet, zoned R3A (multi-family dwellings). On the property is located a frame dwelling converted to six apartments; two on the first floor, three on the second floor and one in the walk-out basement. Five of the apartments are 1 bedroom units and one apartment is an efficiency unit. The owner has attempted to maintain the property but its condition would be judged as fair.

Purchase Price (Appraisals \$19,000 and \$23,400)

The purchase price is \$19,000, payable upon approval of the Board of Regents and the Executive Council of the State of Iowa and upon possession and delivery of a warranty deed and abstract of good merchantable title.

Availability of Funds

Funds for this purchase are available from unexpended balances in the Income from Treasurer's Temporary Investments.

Need for Purchase

The property is located within general campus boundaries and specifically within a block in which the University owns all but five properties. The University's extensive holdings in this block has affected the sale of remaining properties to private buyers. The property is now being offered for sale and should be purchased while available at a reasonable price. (\$4,400 below the high appraisal and \$3,260 below 105% times the average of the appraisals.) It is expected that the property will be used for tenant rental until needed for other University purposes.

A Board member asked where this property was located in relation to the rest of the campus, and then, after answer, stated that he was not sure that the University of Iowa should be expanding their campus in these areas.

MOTION:

Mr. Wallace moved the Board approve the purchase of the above property located at 417 South Capitol Street in the amount of \$19,000, subject to approval of the State Executive Council. Mrs. Petersen seconded the motion. On roll call vote, the following voted:

AYE: Bailey, Baldrige, Collison,
Perrin, Petersen, Shaw, Wallace,
Redeker

NAY: None

ABSENT: None

The motion carried.

FEBRUARY MEETING. President Boyd expressed pleasure in the Board's intent to meet at the University of Iowa for February and noted that on the night of February 9, 1973, there would be a special community session on Health Delivery, and hoped Board Members would attend.

CORRECTED PAGE

FAMILY PRACTICE RESIDENCIES - COMMUNITY HOSPITALS.

President Boyd indicated there is a possibility that a medical group may seek a separate appropriation from the 1973 Legislature to fund a residency program for family practice medical students. Since the Board had considered this matter in its budget deliberations and had not included it in the askings, President Boyd said he was presenting the issue for the Board's consideration at this time. It was the consensus of the Board that such an appropriation would not be opposed. It was further the consensus of the Board that such an appropriation should not be taken as part of the total askings and that any resulting residency program should be operated by the College of Medicine of the University of Iowa.

IOWA STATE UNIVERSITY

The following business pertaining to the Iowa State University was transacted on Friday, January 12, 1973.

PUBLIC HEARING - STEAM GENERATOR NO. 3 AND AUXILIARY EQUIPMENT - DIVISION III.

President Redeker called the meeting to order at 11:00 a.m., C.S.T., January 12, 1973, and the roll being called, there were present Stanley F. Redeker, President, in the chair, and the following named Board Members: Bailey, Baldrige, Collison, Perrin, Petersen, Shaw, Wallace.

The President advised that this was the day, time and place set for a hearing on the proposed plans and specifications and proposed form of contracts for the construction of a Steam Generator No. 3, Auxiliary Equipment and General Utilities Extension - Divisions III, IV and V, on the campus of Iowa State University, in Ames, Iowa.

President Redeker inquired whether there were any present who wished to register objections concerning either the proposed plans and specifications or proposed forms of contract. No objectors were present.

The President then inquired whether the Executive Secretary had received any written objections to the project. The Executive Secretary stated that he had not received any such objections. There being no objections, the President declared the public hearing closed.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of December, 1972, were ratified.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions for the period December 14, 1972, through January 11, 1973, had been filed with him, was in order,

and was recommended for approval. The following construction contract was recommended for approval:

<u>Project</u>	<u>Type of Contract</u>
Steam Generator No. 3, Auxiliary Equipment	Division III - Mechanical Equip- ment, Piping and Erection - Phase I
<u>Awardee</u>	<u>Amount</u>
Winger Contracting Co. Ottumwa, Iowa	Base Bid \$549,000 - Alt. 2 100,000 - Alt. 3B 3,500 - Est. Sales Tax Refund 5,569 Award <u>\$439,931</u>

An amended/updated Project Budget on the Steam Generator No. 3, Auxiliary Equipment and General Utilities Extension Project was also submitted for approval.

MOTION:

Mr. Perrin moved the Board approve the Register of Capital Improvement Business Transactions for the period December 14, 1972, through January 11, 1973; the construction contract shown above be awarded; the amended/updated project budget be approved; the Executive Secretary be authorized to sign all necessary documents. The motion was seconded by Mr. Wallace, and it passed unanimously.

PAMMEL COURT FUEL SUPPLY PROBLEM. ISU officials presented an oral report to the Board concerning this fuel supply problem. They reported that this was not of crisis proportion. The problem is between residents and private enterprise, but the University is heavily involved and giving high priority to solution of the matter; however, the problem is not yet solved. A supply of oil is not assured, but they do not feel at this time that residents will have to be moved out. Steps are being taken at ISU for a long-range look at this problem.

Regent Collison requested that a more extensive written report be prepared by ISU and be mailed out to the Board as soon as possible.

STUDENT TEACHING AGREEMENTS. The following additional student teaching agreements for the 1972-73 academic year were recommended for Board approval:

Albia
Clarke
Fairfield
Gladbrook

Glidden-Ralston
Jefferson
Missouri Valley
New Monroe
Ottumwa

Terms are the same as under previous contract.

MOTION:

Mr. Wallace moved the above additional student teaching agreements for the 1972-73 academic year be approved. Mr. Bailey seconded the motion, and it passed unanimously.

INFORMATION ITEMS. The following items were presented to the Board.

a. Employment of Ph.D. Graduates

Contrary to the experience in some areas and with some colleges and universities, Ph.D. graduates of Iowa State University are continuing to find ready employment, according to Dr. Daniel J. Zaffarano, vice president for research and dean of the Graduate College.

Dr. Zaffarano reported that 81 of the 83 candidates who received Ph.D.'s on November 18 at the end of the fall quarter had jobs at the time of graduation and that the other two had part-time positions with good prospects for a permanent job in the near future.

"Employers continue to want the kind and caliber of doctoral graduates being produced at Iowa State," said Dr. Zaffarano. He stated that the experience of graduates in the fall was typical of the record throughout the year. Iowa State graduated 271 Ph.D. candidates during 1972. Twenty-seven of the 82 fall graduates accepted positions in Iowa.

b. Increase in Winter Enrollment at ISU

Ames, Iowa -- Enrollment in the present winter quarter at Iowa State University -- 18,284 students -- is slightly higher than in the same period last year.

Fred C. Schlunz, the university's registrar, today reported that this quarter's enrollment increase is 35 students more than last year's 18,249. Last year's total, a drop of 146 from the previous year, had marked the first time in a decade that student registration had failed to establish a new record for the period.

While the enrollment continues in a leveling-off pattern established in the fall of 1971, the undergraduate registration continues strong. The 15,945 undergraduates currently attending classes is an increase of 80 students over last year's 15,865, which also had exceeded the previous winter's total.

The 2,339 graduate students is 45 below a year ago.

There are 11,980 men enrolled, which is 314 below last winter. The 6,304 women attending classes is an increase of 349.

The 18,284 figure does not include the off-campus students enrolled in graduate programs, nor the off-campus special students.

Enrollment by colleges in winter quarter this year and last:

	<u>1973</u>	<u>1972</u>
Agricultural engineering	112	110
Agriculture	2832	2849
Education	982	1110
Engineering	2567	2926
Home Economics	2603	2395
Sciences & Humanities	6532	6177
Veterinary Medicine	317	298
Graduate	2339	2384

SALE OF STATE OWNED FARM IN PAGE COUNTY. The Board was presented the following Resolution providing for the sale of land described herein:

RESOLUTION

- WHEREAS, a 187-acre farm on Highway 2 in Page County, Iowa, was acquired by Iowa State University in the early 1940's with money provided by a gift to Iowa State University from Mr. Rollin E. Hinds, and,
- WHEREAS, the Agricultural Experiment Station of Iowa State University has operated the above farm for more than 25 years and has performed research in soil conservation practices and in beef cattle feeding, and,
- WHEREAS, all feasible research activities on this farm have been completed as of the present time, and,
- WHEREAS, no further use of this farm and no further value of this farm to Iowa State University or the State of Iowa is foreseen, and,
- WHEREAS, funds are needed for the acquisition of additional land in Lucas County for beef cattle research, and,
- WHEREAS, no restrictions to the sale of the herein-mentioned property, legal or otherwise, appear to exist, and,
- WHEREAS, two independent appraisals of the value of the herein-mentioned property have been made by qualified appraisers and are available for inspection, and,
- WHEREAS, notice of the intended sale of the herein-mentioned property has been published at least twice in local leading newspapers in Glenwood, Iowa, Red Oak, Iowa, Shenandoah, Iowa, Sidney, Iowa, Clarinda, Iowa (three times), Tarkio, Missouri, Des Moines, Iowa, and Omaha, Nebraska, during the months of November and December 1972, and,
- WHEREAS, bids were received at the office of the Board of Regents in Des Moines, Iowa, on January 9, 1973, as specified in the above-mentioned notice of intended sale, and,
- WHEREAS, a high bid to purchase the herein-mentioned property for the sum of \$105,635.00 has been received from Darrell F. Fienup and Donald C. Fienup, and,
- WHEREAS, the above-mentioned high bid is greater in amount than appraisal value of the two current appraisals in hand, now therefore be it, and it is hereby

RESOLVED by the State Board of Regents that the State Executive Council be requested to approve the sale of the heretofore mentioned land to the named parties as indicated and for the amount indicated, and be it further

RESOLVED that the Secretary of State through the State Land Office be authorized to issue a state patent to indicate the completion of this transaction in accordance with applicable Code of Iowa provisions.

The University and President Redeker pointed out that there was a possibility of objection regarding advertisement of the sale.

It was the consensus of the Board to defer this matter until the February meeting.

Mr. Moore pointed out that the abstract will be brought up to date this month.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Friday, January 12, 1973.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of December, 1972, were ratified.

SPECIAL SECURITY OFFICERS. The Board was requested to commission as permanent Special Security Officers, Margery Wrage and Eldon Myers.

Margery Wrage and Eldon Myers have successfully completed a six week training course under the authorization of the Iowa Police Academy at Camp Dodge, Iowa.

Margery Wrage

Birthdate: 7-18-34

Employed: 3-6-72

First woman on UNI Security Force. Attended Hawkeye Technology and has been employed by various department stores as a floor walker.

Eldon Myers

Birthdate: 11-5-45

Employed: 3-1-72

Shows the capability of being a fine officer.

Of the currently authorized 16-member security force, 12 of the current force will then be Special Security Officers. An additional officer is scheduled for the Academy course and will be brought to the Board for commissioning upon successful course completion.

MOTION:

Mr. Wallace moved the Board approve commissioning as permanent special security officers, Margery Wrage and Eldon Myers. Mrs. Collison seconded the motion, and it passed unanimously.

PURCHASE OF PROPERTY - ROUTE #4, CEDAR FALLS, IOWA. The Board was requested to approve the following purchase of property by the University of Northern Iowa:

Location

Route #4, Cedar Falls, Iowa

Present Owner

Steve R. and Lynda L. Tyler

Legal Description

Unplatted Cedar Falls, part SE SW Section 14, Township 89, Range 14 commencing at SE corner SE SW thence West along South line SE SW 291.7' thence North and parallel to East line SE SW 442.3' to place of beginning; thence continuing on last described course 80' thence West and parallel South line 90' thence South and parallel East line 80' thence East 90' to place of beginning and ease & also commencing at point 522.3' North and 291.7' West of the SE Corner SE SW Section 14 thence East 6.7' thence South 138.3' thence West 6.7' thence North 138.3' to place of beginning Section 14, Township 89, Range 14.

General Description

Lot, where house is located, 90' x 80' with total area of 7,200 square feet. One story frame bungalow with no basement but including living room, kitchen, dinette, utility room and two bedrooms and bath; attached carport and outside utility shed. Concrete patio in rear. New carpet in living room and bath. New lino floor and formica tops in kitchen and ceramic tile backsplash behind countertop. Interior and exterior repainted. House built in 1952.

Purchase Price

The purchase price is \$12,750 (highest of two appraisals) payable on possession and delivery of a warranty deed and abstract of good merchantable title.

Availability of Funds

Funds for the purchase are available from Sale of Land Account.

Need for Purchase

This property, located west of Hudson Road and north of 27th Street, is one of several in an island of properties which the University hopes to acquire as they come on the market. Long range planning envisioned University ownership of all of this area.

A map pinpointing this parcel and relating it to currently owned university property was distributed by Mr. Jennings.

MOTION:

Mrs. Petersen moved the Board approve the purchase of property as shown above by UNI for a purchase price of \$12,750, subject to the approval of the State Executive Council. Mr. Perrin seconded the motion. On roll call vote, the following voted:
AYE: Bailey, Baldrige, Collison, Perrin, Petersen, Shaw, Wallace, Redeker
NAY: None
ABSENT: None
The motion carried.

REGISTER OF CAPITAL IMPROVEMENTS BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvements Business Transactions for the period December 7 through December 31, 1972, had been filed with him, was in order, and was recommended for approval. The following amended project budget on Library Phase II was presented by the University of Northern Iowa for approval:

LIBRARY PHASE II

	<u>Original Budget</u>	<u>Revised Budget</u>
Source of funds:		
Bonding authorization - 64th G.A.	\$3,000,000	\$3,000,000
Estimated Expenditures:		
Construction contracts	\$2,250,000	\$1,898,534
" estimate for chilled water system		50,000
" estimate for additional carpeting		16,000
" repairs and alterations in Unit I*		55,500
Architects' fee	140,000	140,000
Project Inspector	25,000	25,000
Utilities	50,000	50,000
Landscaping	30,000	30,000
Art allowance	12,000	15,000
Equipment	300,000	450,000
Physical Plant work	30,000	30,000
Moving expense		15,000
Contingencies	<u>163,000</u>	<u>224,966</u>
Total Estimated Expenditures	\$3,000,000	\$3,000,000

*Largest items are \$25,000 for painting and wall cover changes and \$18,000 for repair of feed piping to perimeter radiation on ground floors.

The Board Office reported the following:

When construction contracts were awarded October, 1972, awards were some \$351,466 below budget. This, in effect, provided the University with these alternatives:

- Release the funds from the Library project and plan General Utilities, general remodeling projects as authorized by the bond resolution to utilize these funds.

- Determine to spend the funds on other aspects of the Library project.

It is the latter alternative which was adopted. The \$351,466 is proposed to be spent as follows:

- Install chilled water system	\$ 50,000
- Install additional carpeting	16,000
- Make alterations to existing structure	55,500
- Increase Art Allowance	3,000
- Increase equipment budget	150,000
- Provide separately for Moving Expense	15,000
- Increase Contingencies	<u>61,966</u>

Increases \$351,466

The increase in Contingencies, after most contracts have been awarded, is somewhat unusual. Evidently the intent is to insure that the entire \$3,000,000 will be used for this project. In this way, additional changes can be made in the project as it progresses toward completion. Perhaps either or both the Rare Book Room mentioned in the fund drive presentation or the University Special Need for library books of \$30,000 in both 1973-74 and 1974-75 could be funded by this project now.

A Board member stated that this \$351,466 could be spent for remodeling and utilities for other projects on UNI campus and by not doing so meant library improvements were the University's highest priority.

Mr. Jennings noted that this money was being left in a contingency fund for the library, as this was the proper place to leave it at this time. Discussion turned to the increase in equipment budget. Mr. Jennings noted that 10% of the budget was originally budgeted for equipment. This should possibly be as high as 12-15% of the budget, according to Mr. Rod, librarian at UNI. Regent Shaw stated that they should not go beyond what is reasonable for equipment regardless of percentage factoring.

President Redeker stated that if any project turns out to be substantially lower than budgeted for initially, then funds released should be used for the whole campus. Needs of the entire campus should be considered in allocation of said funds.

MOTION:

Mr. Wallace moved the Board approve the budget additions for the chilled water system, additional carpeting, and repairs and alterations in the existing structure of the Library. Mr. Baldrige seconded the motion.

Mr. Richey pointed out that some \$700,000 is currently uncommitted to specific projects and that the University is working out priorities. Board members suggested that approval for additions to the Library budget at this time be limited to those items on which leadtime was needed for planning and the remaining request for additions to the project budget be considered for priority ranking with the other \$700,000.

Mr. Jennings pointed out that the chilled water system for the Library has to be approved soon so that the well can be dug and other work started.

SUBSTITUTE MOTION:

Mr. Wallace moved the Board approve the \$50,000 addition for the chilled water system only. Mr. Baldrige seconded the motion.

Mr. Martin stated that the procedures as outlined sounded very reasonable to him, and that UNI administration would set its priorities campus-wide prior to requesting further Board action on the Library budget.

VOTE ON SUBSTITUTE MOTION:

The motion was passed unanimously.

The following New Project was presented for approval by the University of Northern Iowa:

OLD ADMINISTRATION - RENOVATION FOR RADIO STUDIOS

Project Description

This project provides for the renovation of approximately 2500 sq. ft. of space on the second floor of the Old Administration Building to create studios, control rooms, library, secretary-reception, and office areas for Radio-TV Department. New construction consists of sound control walls, acoustical tile ceiling, carpet, painting, cabinet work, control wiring, and new lighting, heating, and cooling systems.

Project Budget

Estimated Expenditures:

CONTRACT	\$23,000.00
PHYSICAL PLANT WORK	1,000.00
CONTINGENCIES	2,000.00
	<hr/>
TOTAL	\$26,000.00

Source of Funds:

63rd G. A. - unallocated funds on hand
at UNI.

In a report to the Board, Mr. Stansbury, UNI, cited the following letter from Douglas L. Vernier, Director of Broadcasting:

As you are aware there is a serious need for additional adequate space to properly carry on the new role and activities of the University's radio station. Most recently the station redefined its purpose to include that of a full time "public" radio station. KHKE has been qualified by the Corporation for Public Broadcasting and as a result becomes the third broadcast outlet in the state to carry the programming of National Public Radio. Since last summer the station has increased the number of hours on the air from four per day to an average of 16 hours per day. Several grants have been applied for to increase the size of the staff including the grant that results from CPB acceptance which will add 1 or more full time employees by April, 1973.

The existing studios and offices of KHKE have actually grown smaller since they were built in the 1950's. With the advent of closed circuit T.V., the space formerly used as a large studio and control area was taken from the radio operation and allocated to television. The station's studio and office is composed of only a 9' X 9' studio with a 7' X 9' control room and an office area approximately 15' by 22' housing four desks. A small space was retrieved from T.V. operations which now houses some additional control equipment.

In addition to the lack of necessary operations space, the existing facility is inadequate for several other reasons. First of all, the present studio is located directly over the theater light booth and adjacent to the theater ceiling speakers. Noise from the operations below is transmitted through the floor thus ruining whatever production is taking place at the time. In addition, the 3rd floor is used for several daily TV taught classes, sporting enrollments of well over 1000 students. The noise of their feet against the wooden floors each hour goes right through the studios' walls and makes tape recording impossible. In fact the footsteps of one student walking outside the studio can be heard clearly through the studio microphones.

Remodeling the existing space or additional space on the third floor would not solve the problem of noise reaching the microphones from students changing classes nor would the problem of sound from the theater speakers reaching our microphones be solved. Adding space in the Auditorium Building would additionally not provide the contiguity of space needed for efficient operations. When studying the space available in other campus buildings it was shown that space was indeed at a premium and that the only space available which would be large enough and quiet enough was the space now being vacated by the curriculum laboratory on the 2nd floor of the Old Administration Building. This area allows for an office - studio configuration which keeps the like units together, thus providing for an efficient space layout. The area is very quiet in comparison to the third floor Auditorium Building, thus the chance of extraneous noise ruining the usefulness of the studio will be eliminated in this location.

While the Old Administration Building is not the newest building on campus, it provides all of the necessary ingredients to make a most efficient studio-office location for KHKE. It will make available the necessary space for the University's expanded broadcast operations as well as allow for an efficient layout of the studio office complex. We who have seen KHKE through to its most recent point of growth, hope sincerely that construction can begin as soon as possible in order that we can continue to serve the University with utmost efficiency.

The Board Office reported the following:

The question arises as to the wisdom of spending additional funds on a structure which is the first priority to be razed on this campus. If the 1973 Session provides funds for new structures at UNI, the new structures could be partially occupied by the fall of 1975. At that time, razing of Old Administration would begin. On the positive side, the radio station would probably use this space for about 3 years. Alternatively, there is apparent availability of nearby space in Bartlett Hall and/or Baker Hall which could be economically remodeled and serve for long-term usage. Finally, the description of the requested Speech and Speech Pathology Building indicates that the studios would be located there. Any relocation, therefore, appears to be temporary. The relocation to Old Administration clearly insures a temporary location.

Regent Petersen expressed reservations on the renovation of the buildings, since the building would be razed, if the 1973-75 capital askings were funded. Extensive discussion took place.

Mr. Stansbury reported that other locations were examined. He stated that UNI will not have any other new space until 1976-77. He pointed out that much has been moved out of the administration building and that many safety measures have been taken.

Also, some of this renovation can be salvaged from the old administration building. He added that Bartlett Hall was not much safer, as it was about as old as the administration building, and that remodeling costs for Baker Hall were much more expensive. When asked about the possibility of using a part of the Commons, it was reported that this building was being used for a media center, approximately 50% of it, and the rest of the space was being used for various other things.

Mr. Stansbury stated that it was highly desirable to have the radio studio on campus. Leasing space is more costly than the \$26,000 budgeted especially since it would cost around \$5,000 to move the FM micro-wave relay that the radio station is using from the top of the Auditorium. A tower might also have to be built by such a move. Construction of new space had also been explored, but intent has been to include studios in the requested Speech Building.

Regent Baldrige noted that this radio station was very important to the educational process at UNI.

MOTION:

Mr. Perrin moved the Board approve the above described new project - Old Administration - Renovation for Radio Studios - and the projected budget of \$26,000.00. Mr. Wallace seconded the motion, and the motion passed with Mrs. Petersen voting Nay.

MOTION:

Mrs. Petersen moved the Board approve the remaining items on the Register of Capital Improvement Business Transactions for the period December 7 through December 31, 1972; the Executive Secretary be authorized to sign the necessary document. The motion was seconded by Mr. Bailey and was passed unanimously.

IOWA SCHOOL FOR THE DEAF

The following business pertaining to the Iowa School for the Deaf was transacted on Friday, January 12, 1973.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of December, 1972, were ratified.

REGISTER OF CAPITAL IMPROVEMENTS BUSINESS TRANSACTIONS. The Register of Capital Improvements Business Transactions for the month of December, 1972, contained no items.

PROPOSED EASEMENT. The Board was requested to approve the following easement, subject to rewording by the Office of the Attorney General, for joint entrance to the Standard Oil Company and the Iowa School for the Deaf property and for Iowa School for the Deaf rights to use of the frontage road which runs in front of the gas station.

EASEMENT

THIS INDENTURE made this _____ day of _____, 19____, by and between THE AMERICAN OIL COMPANY, a Maryland corporation, having its principal place of business at 910 South Michigan Avenue, Chicago, Illinois, hereinafter called "AMERICAN," and THE STATE BOARD OF REGENTS FOR THE IOWA SCHOOL FOR THE DEAF, hereinafter called "IOWA,"

WITNESSETH:

WHEREAS, the parties hereto desire to establish certain mutual non-exclusive easements over property owned by each of said parties.

NOW THEREFORE, in consideration of the mutual benefits, covenants and premises contained herein, the parties agree as follows:

1. AMERICAN hereby grants to IOWA a mutual non-exclusive easement for the purpose of ingress and egress over the following described property situated in the County of Pottawattomie, State of Iowa, more particularly described as follows, to wit:

Commencing at the East Quarter Corner of Section 7, Township 74 North, Range 43 West of the 5th P.M., Pottawattomie County, Iowa; thence due West (assumed bearing) along the North line of the Southeast Quarter of said Section 7 distant 86.30 feet to the point of beginning: thence S 37° 47' 40" E distant 22.50 feet; thence N 73° 10' 25" W distant 61.42 feet; thence N 90° 00' 00" E distant 45.00 feet to the point of beginning.

2. IOWA hereby grants to AMERICAN a mutual non-exclusive easement for the purpose of ingress and egress over the following described property situated in the County of Pottawattomie, State of Iowa, more particularly described as follows, to wit:

Commencing at the East Quarter Corner of Section 7, Township 74 North, Range 43 West of the 5th P.M., Pottawattomie County, Iowa; thence N 90° 00' 00" West (assumed bearing) along the North line of the Southeast Quarter of said Section 7 distant 86.30 feet to the point of beginning: thence continuing along said North line distant 45.00 feet; thence N 69° 19' 45" E distant 35.92 feet; thence S 37° 47' 40" E to the point of beginning.

3. AMERICAN also hereby grants to IOWA a mutual non-exclusive easement for the purpose of ingress and egress over the following described property situated in the County of Pottawattomie, State of Iowa, more particularly described as follows, to wit:

Commencing at the E 1/4 corner of Section 7, Township 74 North, Range 43 West of the 5th P.M., Pottawattomie County, Iowa; thence N 90° 00' 00" W (assumed bearing) along the North line of the SE 1/4 of said Section 7 distant 86.30 feet to the point of beginning, said point being on the Westerly right-of-way line of Highway #375, thence S 37° 47' 40" E along said right-of-way line distant 180.0 feet; thence S 79° 52' 20" W distant 29.36 feet; thence N 37° 47' 40" W distant 186.85 feet; thence N 90° 00' 00" E distant 32.90 feet to the point of beginning.

4. Each of the easements granted herein are perpetual and shall run with the land and shall be for the mutual benefit of both parties. It is further understood and agreed that they are non-exclusive and that each of said parties herein may permit use by third parties for the benefit and use of other lands owned or controlled by the parties.

5. The parties agree that nothing shall be constructed in said easement areas which will impede or prevent the free flow of vehicular and foot traffic.

6. Each of the parties agrees to indemnify and hold the other party harmless from all damages, loss, claims, and causes of action arising out of or resulting from said easements and privileges granted herein.

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year aforesaid.

This easement will be examined for completeness and for necessary changes by the Office of the Attorney General.

Other problems noted included: 1) The construction by Standard Oil of Omaha of a barrier across the joint entrance approved by the Board of Regents in 1969. It was noted that Standard Oil of Omaha has pledged to mutually resolve the problem of the illegal barrier. 2) An illegal tap-on by Standard Oil to the sewer line owned jointly by ISD and Lewis Central.

The Board Office noted the School has attempted to give the sewer line to the City of Council Bluffs since the time the School was annexed by the City, in 1968. These negotiations have proved unsatisfactory; however, efforts are continuing on the part of the Attorney General's Office and, now, on the part of Standard Oil. Failing a quick solution to this problem, Standard Oil will be requested to formally ask approval of the School and Lewis Central to tap on to the sewer line, to pay a proper tap-on fee and to jointly share in maintenance of the line as maintenance is needed.

MOTION:

Mr. Wallace moved the Board approve the above easement subject to changes suggested by the Attorney General. Mr. Baldrige seconded the motion. On roll call vote, the following voted:

AYE: Bailey, Baldrige, Collison, Perrin,
Petersen, Shaw, Wallace, Redeker

NAY: None

ABSENT: None

The motion carried.

IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Friday, January 12, 1973.

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of December, 1972, were ratified.

REGISTER OF CAPITAL IMPROVEMENTS BUSINESS TRANSACTIONS. The actions reported in the Register of Capital Improvements Business Transactions for the month of December, 1972, contained no items requiring Board action. In absence of any objection, President Redeker declared the Register of Capital Improvements Business Transactions for the month of December, 1972, approved.

FUEL SHORTAGE. Superintendent Woodcock reported on the fuel shortage in the town of Vinton. He stated that IBSSS is doing a substantial job of reducing its energy needs through turning off its outdoor lighting at night and in other ways.

Superintendent Woodcock also reported that IBSSS came up 65,000 gallons short on its Number 2 Fuel Oil needs and that the University of Iowa released an additional 65,000 gallons and helped arrange for IBSSS to gain this oil. President Boyd added that SUI released, totally, something over 1.5 million gallons of Number 2 Fuel Oil to the state and that SUI is now using Number 6 Oil which is more readily available, but does have a higher pollution factor. A variance has been gained to permit burning of Number 6 Fuel Oil.

Board members expressed their pleasure in the cooperation exhibited between SUI and IBSSS.

There being no further business, President Redeker declared the meeting of the Board of Regents adjourned at 5:35 p.m., Friday, January 12, 1973.

R. Wayne Richey