

The State Board of Regents met at the Conference Room, Oakdale Sanatorium, Iowa City, Iowa, on Thursday, November 13, 1969. Those present were:

Members of the State Board of Regents

Mr. Redeker, President	All Sessions
Mr. Bailey	All Sessions
Mr. Loss	All Sessions
Mr. Louden	All Sessions
Mr. Perrin	All Sessions
Mrs. Petersen	All Sessions
Mr. Quarton	All Sessions
Mr. Shaw	All Sessions
Mr. Wallace	All Sessions

Office of the State Board of Regents

Executive Secretary Richey	All Sessions
Mr. Porter	All Sessions
Mr. McMurray	All Sessions
Secretary Lemon	All Sessions

State University of Iowa

President Boyd	All Sessions
Provost Heffner	All Sessions
Vice President Jolliffe	All Sessions
Vice President Hardin	All Sessions
Director Strayer	All Sessions
Associate Provost Chambers	All Sessions
Director Hawkins	All Sessions

Iowa State University

President Parks	All Sessions
Vice President Christensen	All Sessions
Vice President Moore	All Sessions
Vice President Hamilton	All Sessions

University of Northern Iowa

President Maucker	All Sessions
Vice President Lang	All Sessions
Director Beard	All Sessions
Business Manager Jennings	All Sessions
Director Holmes	All Sessions

Iowa School for the Deaf

Superintendent Giangreco	All Sessions
Business Manager Geasland	All Sessions

Iowa Braille and Sight Saving School

Superintendent Rocco	All Sessions
Business Manager Berry	All Sessions

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Provost Heffner	All Sessions
Vice President Jolliffe	All Sessions
Vice President Hardin	All Sessions
Director Strayer	All Sessions
Director Hawkins	All Sessions

Iowa State University

President Parks	Excused at 2:00 p.m.
Vice President Christensen	Excused at 2:00 p.m.
Vice President Moore	Excused at 2:00 p.m.
Vice President Hamilton	Excused at 2:00 p.m.

University of Northern Iowa

President Maucker	Excused at 2:30 p.m.
Vice President Lang	Excused at 2:30 p.m.
Business Manager Jennings	Excused at 2:30 p.m.
Director Holmes	Excused at 2:30 p.m.

Iowa School for the Deaf

Superintendent Giangreco	Excused at 1:45 p.m.
Business Manager Geasland	Excused at 1:45 p.m.

Iowa Braille and Sight Saving School

Superintendent Rocco	Excused Friday Afternoon
Business Manager Berry	Excused Friday Afternoon

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The meeting of the State Board of Regents was called to order by President Redeker at 9:20 a.m., Thursday, November 13, 1969. The following business pertaining to general or miscellaneous items was transacted on Thursday, November 13, 1969:

MINUTES OF OCTOBER 9-10, 1969. The minutes of the meeting held October 9-10, 1969, were approved as corrected.

COMMITTEE ON EDUCATIONAL COORDINATION. There was no report from the Committee on Educational Coordination.

REVIEW OF UNIVERSITY PROGRAMS AND OPERATIONS. The Board Office reported that at its June, 1969, meeting, the Board directed the review of University Programs and Operations for the purpose of determining whether economies could be effected which would permit some reduction of the tuition surcharge in the second year of the 1969-71 biennium. At the October meeting, Board members were furnished with the universities' preliminary reports. Additional material was submitted to the Board by the universities and copies are on file in the Board Office. The Board Office stated that the university income from the surcharge will total \$9.86 million in 1970-71. This is the amount necessary to eliminate the charge entirely. The other parameter is that the reduction was to be effected in the 1970-71 school year. Continuation beyond that point would presumably depend on the adequacy of State appropriations. Hence, long-term economies or those which would have no effect in 1970-71 are not germane to the study except as indicators of good management practices. After summarizing the reports of each institution the Board Office reported the following conclusions:

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It is apparent that the universities have spent and are continuing to spend a great amount of time and effort in seeking operating economies. It seems equally apparent that economies of any considerable magnitude have not been, and probably will not be realized, simply because there is not that much "slack" in the operating system. An analysis of the material submitted to date leads to several tentative conclusions:

1. All of the immediate savings identified for the biennium total less than \$500,000 (UNI, \$20,000; SUI, \$217,000; ISU, unspecified but probably the same as SUI). These amounts were saved in an effort to live within the current budget, not to reduce the surcharge. But even if applied to the surcharge, they would permit a reduction of approximately \$10.00, which is not a significant percentage of the \$1,800- \$2,000 annual cost of education.

2. Single year economies do not appear to fit the on-going nature of the university enterprise. Obviously they can be mandated and enforced, probably without permanent harm to the universities. But meanwhile, costs continue to rise, inflation continues to work and the external pressures for growth and expansion continue to increase. Consequently, single year economies simply defer the problem of financial support to the next appropriation cycle. The same can be said of surcharge reduction - there is at least the possibility that the reduction would have to be reversed if appropriations were inadequate.

3. Any meaningful and long-term economy must necessarily involve a reduction of faculty and students - and therefore a reduction and restructuring of program offerings. With the large percentage of university budgets going into salaries, this conclusion seems inescapable. Practically all of the economies identified above pertain to administration and come from the 25% of

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the budget devoted to that purpose. It need not be said that program reduction runs counter to all national trends and would represent a serious setback for public higher education in Iowa.

4. While not recommended, there are two other possible ways to proceed in reducing the surcharge:

- a) Hold faculty salaries at their current level. This would produce approximately \$2.5 million in 1970-71, permitting a surcharge reduction of about \$50.00. This recommendation was made and rejected at the June, 1969, Board meeting because it put the whole burden on one element rather than on the State as a whole. It should also be remembered that the faculty salary increase this year (4.5%) was considerably below the national average of 6.8% of last year and well below the growth of the Consumer Price Index.
- b) Determine what the surcharge reduction will be and assess the cost proportionately against the schools. The formula is that every \$10.00 of surcharge reduction requires a total assessment of \$500,000.

5. In considering surcharge reduction, it should be remembered that the universities presented in September, at Board request, their listings of unmet needs for the current biennium. These totaled \$24.5 million (SUI, \$12.3 million; ISU, \$10.5 million; UNI, \$1.7 million plus a listing of unpriced needs). If these needs are legitimate, a surcharge reduction would appear only to aggravate an already anxious situation.

In discussion of the reports, a question was raised concerning the number of resident and non-resident students enrolled in the universities. The Board was told the number is down 1% this year of non-resident students at the universities. In relating public and private college enrollments, mention was made of the Office of Education's study done six years ago. The Executive Secretary pointed out that a study was being published now that had been directed by the Advisory Committee on Higher Education to the Midwestern Conference of the

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Council of State Governments. This will be sent to Board members as soon as it is available. Mention was also made of a report by Graduate Deans given at UNI which will be sent to the new Board members. It was also pointed out that graduate schools are a national resource as well as a state resource and to reduce the size of classes through limitation of non-resident students would necessitate elimination of programs.

The Board went into considerable discussion regarding the College of Engineering at SUI. The small number of degrees granted and the predicted drop in enrollment in comparison to the cost of operation were points for the possibility of discontinuing the school's operation. President Boyd pointed out the high quality of student achievement in the school and stated that the interest of students had grown greater in the social sciences but studies show high school students' interests are beginning to swing back to engineering. He also complimented the ISU engineering school and stated the two schools complemented each other and should not be combined. Mr. Bailey suggested the Hydraulics Lab be transferred to the Physics Department and was told it was not practical as physics is theoretical and hydraulics is applied. Another Board member pointed out that both engineering schools not only educate students but act as service organizations to the State of Iowa as well. It was then suggested the engineering college at SUI outline the future of the school as the school would like to see it and also look into the future financing. President Boyd then stated the Board should review all colleges equally as this type of study should relate to the entire University.

MOTION:

Mr. Loudon moved that the School of Engineering at SUI be continued and the universities continue making self-studies for another year and report to the Board. The motion was seconded by Mr. Wallace.

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Mr. Louden requested that consent be granted to withdraw his motion; and it was granted unanimously.

MOTION: Mrs. Petersen moved the Board direct the College of Engineering at SUI to develop a long-range plan as the school sees their future, including opportunities, problems and handicaps the school is under; and that the Colleges of Engineering at SUI and ISU prepare cost figures for comparison. The motion was seconded by Mr. Shaw and passed unanimously.

Mr. Perrin remarked on the reactions he received regarding his suggestion that the Lakeside laboratory be sold. He stated that of at least 100 responses, only two indicated the lab should be sold. He pointed out that the people of Iowa want efficiency but do not want to eliminate quality. Mrs. Petersen stated that after reading the reports of the institutions and the Board Office she had reached the conclusion that the surcharge could not be reduced without major surgery. The Board office was also asked to prepare a report comparing salary increases in the Regents' universities to the national figures.

BUDGETING PRACTICES AND PROCEDURES. The Board considered the report on budgeting practices and procedures which they had directed the Board Office to prepare at its November meeting. The report reviewed the history of budgeting in governmental jurisdictions, including the line item approach, the comprehensive program budgeting during the 1950's and refinement of the program budgeting in the mid 1960's. The Executive Secretary stated that when the computer came of wide use in the early 1960's, an effort was made to apply systems analysis to the budgeting process. This approach used the program budget as its base, but attempted to add to it much greater analysis of alternatives and analysis of benefits related to cost based on the volumes of data that the computer could produce. However, the computer's ability to churn out data at the rate of tens

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of thousands of characters per second has not been matched to date by ability to determine exactly what type of data is needed to make decisions or to use that data to make good decisions. The Executive Secretary also reported that one cannot fault the aims and goals of a planning, programming and budgeting system. It places heavy emphasis on long-range planning and the relationship of short term goals to the long range plan. One cannot argue with the idea that various alternatives should be examined very closely as the means to reach a given goal and that the cost versus the benefit of each in terms of effectiveness should be examined closely. The emphasis in PPBS is on input as related to output in terms of the goals of the institution. The input can be measured rather easily but the output is very difficult to quantify. It is almost impossible to quantify quality, yet that is precisely what must be done in a PPB system. And no one has been able to do it successfully to date including the Department of Defense, which is commonly regarded as the initiator of the idea.

Mr. Richey further reported that the initiation of a PPBS approach generally required first the establishment of a so-called data base or information system. It also requires the classification of all of the operations of an institution or an agency into programs and sub-programs. It further requires at the outset a development of a long range plan for the institution. All three of these requirements call for the use of staff of very high quality. The person in charge of the project generally commands a salary of approximately \$30,000 while his analysts require a salary of about \$20,000 annually. They are in extremely short supply throughout the United States. The Western Interstate Commission on Higher Education received a grant about two years ago to establish

a management information system. After two years of work using a \$1.1 million federal grant they are still some distance away from their goal of agreeing on what comprises an information system. They do not expect to have the task completed before May 1972. The system also requires re-education of institutional administrators, faculty and others in professional positions in the entire organization, as well as in higher levels of government. The PPB system is of little value to an institution or to a state unless it has qualified personnel to interpret the data and to utilize it in its decision-making process. Mr. Richey then explained the present and proposed systems as follows:

PRESENT SYSTEM

The Regents institutions now prepare their budget askings through use of a series of formulas. It assumes the level of expenditure of the second year of the biennium and adds increments for enrollment and other items of expenditure. The methods and assumptions used to arrive at the figures for each increment are explained in some detail in the document. The yield in dollars, however, is not converted to a budgetary format when presented to the Board, Governor, or Legislature. The askings relate only to the General Educational Fund.

The institutions prepare "line budgets" classified by programs after they learn what funds are available to them. The budgets submitted to the Board for formal adoption include all funds, positions, and other items of expenditure classified as general expense, equipment and R.R. & A. The basic budgetary decisions are made by all concerned, however, before the detailed program budget is developed.

PROPOSED SYSTEM

It is recommended that the Board of Regents and its institutions develop a system of budgeting that utilizes the best features of its Legislative askings format and of the "line" program budgets presently used. The use of formulas could be continued, if desired but the yield from them would be translated into a program budget format. The program classifications presently used would not require major change. The format should probably show the budget in two parts: part one, that portion financed from general educational funds and, part two, that portion financed from restricted funds, auxiliary enterprise and other funds.

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President Redeker reminded the Board that they had been considering changes for more than two years and that the procedure recommended by the Executive Secretary utilized much of the present budgeting system included in the legislative askings and the normal line budgets of the institutions and that they could be implemented in time for use in the askings of the Regents to the 1971 General Assembly. He then asked how this proposed system might relate to the legislative directive to the State Comptroller and the Office of Programming and Planning relating to budget revision. Mr. Richey stated that he had conferred with representatives from the Office of the Governor, the State Comptroller and the Office of Programming and Planning and that while those offices specified certain items they would like to have accomplished, they apparently realized the financial, staffing and time constraints under which all of the institutions are operating if the new system is to be in operation for the development of the budgets to be considered by the 1971 session. Mr. Richey also stated there would be close cooperation with the institutions on the execution of the program. President Maucker stated the program should not be broken down too far. One Board member suggested waiting to see if specific suggestions were going to be made by the Comptroller and the Office of Programming and Planning and was told that this would delay the program until 1973.

President Parks defended the present budget system by stating that it was not obsolete or inefficient; that the more restrictive the program, the more inefficient it would become. He also stated that the more elaborate it becomes, more staff would be needed and consequently more money would be

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spent that could not be used elsewhere, such as in the educational program. President Maucker stated the institutions should be concerned with what data is used in terms of cost of preparation. President Redeker stressed that the Board be able to implement the new budget within the time limitation and that Mr. Richey and the institutions continue to work together to determine what should be accomplished.

MOTION: Mr. Wallace moved approval of the program budget system in principle; and the institutions and Board Office be directed to proceed along the suggested guidelines suggested in the memorandum from the Executive Secretary. The motion was seconded by Mr. Louden and passed unanimously.

WESTERN INTERSTATE COMMISSION ON HIGHER EDUCATION. Mr. Moore presented a narration accompanied by slides outlining the planning, programming and budgeting system being developed by WICHE. The use of the resource, requirements and prediction model was clearly detailed. Also discussed was the proposed management system being developed. It was pointed out that the object of this program was not to collect data but to set up a framework of definition. President Redeker stated the Board should be aware of the studies being done on a national basis.

LEGISLATIVE AND OTHER STUDIES. The Executive Secretary, in a memorandum to the Board of Regents, summarized the October 15 report of Baxter, McDonald and Company to the Budget and Financial Control Committee. The following recommendations for studies were made by Mr. Baxter. They apparently relate to all of higher education, public and private, in Iowa:

1. Development of a basic information system.
2. Analysis of:
 - a. Sources and allocation of all educational funds.
 - b. Utilization of facilities.
 - c. Use of staff.
 - d. Program offerings, enrollments, completions.
 - e. Access and Persistence Studies.
 - f. Enrollment projections, maximum institutional size and desirable distribution of students between sectors.
 - g. Special topics.
 - 1) Advantages and disadvantages of using private capital to build and operate student housing.
 - 2) Procedures used in applying for and accepting research grants and contracts.
 - 3) Governance of Higher Education in Iowa including question of election of Regents.
 - 4) Use of Graduate Students as instructors.
 - 5) Distribution of out-of-state students in programs and admission requirements.
 - 6) Who should set tuition rates?
 - 7) Patent Rights and Publication Royalty policies for faculty.
3. Revision of the Planning and Budgeting Format and Procedures.
4. Organization and Structure of Governance of Higher Education in Iowa.
5. Analysis of Staffing Patterns, Committee Structure and Procedures of General Assembly for review of Educational Policies and Budgets.

Mr. Baxter estimated the cost of the above efforts to be about \$300,000 of which \$160,000 would be absorbed by the institutions and the remainder paid through funds from the Legislature. He recommended that the State bear the cost of an additional staff member for the Iowa Association of Private Colleges and Universities for its part in the studies. The cost for the consulting firm was estimated at \$250 per day. He estimated that 16 months would be required to complete the studies.

The following points were made by the Board Office and the universities: The estimated time and cost for the recommended studies appear to be grossly under-estimated. Neither the universities, the Board Office, the Comptroller nor the Legislature have the necessary staff to do the work involved for the

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development of the information system or PPBS, not to mention the many other studies recommended. The work involved in these two studies would be in addition to the regular duties of the existing staffs. Also involved is a very significant expenditure for computer time and staff. Reference was made to the development of an information system by the Western Interstate Commission on Higher Education which is expected to be completed in May of 1972. The cost will be in excess of \$1,500,000. The Board Office estimated the total cost exclusive of the consultants used by the Committee could be close to \$1,000,000 for the first two years. Much of the cost would need to be continued if the two systems were put into effect and there is no assurance that the effort would be successful in terms of intended results.

The Board Office suggested it would be more feasible and effective to move immediately to a program budget format using our budget askings document and our internal program budgets as the point of departure. This program could be put into effect in the budget submission to the 1971 session of the Legislature and the additional cost would be relatively minor. This new format might well serve as the model for the remainder of state government and could be further refined in succeeding years based on experience and expertise gained.

With reference to other segments of the Baxter recommendation, the Board Office reported many of the studies had been or were being carried out by other organizations such as: utilization of facilities by the Higher Education Facilities Commission; analysis of program offerings, enrollments and completions done recently by Thomas Wolff Associates; access and persistence studies for students enrolled in our universities done by the Regents' institutions

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and being brought up to date by the Coordinating Council; projections of higher education enrollments by Cresap, McCormick and Paget; and a study of maximum institutional size being done by the Advisory Committee on Higher Education of the Midwestern Conference of State Governments. Reference was also made to the need for an intensive internal study on an interinstitutional basis of our facilities and space standards. The report also indicated several special studies proposed by Mr. Baxter were no longer needed or were being carried out by other devices.

Mr. Richey concluded by stating there is no question but what the Legislature should be well informed concerning higher education and in most of the areas mentioned by Mr. Baxter but that this can be done more efficiently and at less cost by utilizing existing studies or studies now under way. He stated that if the studies should proceed as recommended by Mr. Baxter, a supplemental appropriation from the 1970 session of the Legislature for this purpose would be in order.

MOTION: Mr. Loudon moved the Board Office prepare a letter to the Chairman of the Budget and Financial Control Committee summarizing the comments in the Board Office memorandum and that it be sent to each member of the Board and to the institutions for comment or revision prior to the final draft. The motion was seconded by Mr. Loss and passed unanimously.

Mr. Bailey stated that the Board should be sure not to give the impression it is objecting to the study but only to specific areas. Mr. Richey was asked to include in the letter, the Board's offer of cooperation with the Office of Programming and Planning in the development of a program budget. It was also suggested that the letter more clearly identify the role of the Coordinating Council for Post High School Education in carrying out such studies.

TEN-YEAR BUILDING PROGRAM. The Board Office presented its review, as directed by the Board, of the proposed ten-year building program submitted by the universities to the Board at its October meeting. The program amounts to \$327,949,000 of which \$265,803,000 is state appropriations or bonding. Excluding the first year of the ten year period, which is already funded, the proposed program that is unfunded amounts to \$287,923,000 of which \$242,131,000 is state appropriations or bonding. The universities now have just over 49,000 students enrolled and expect to have 65,000 students in 1980, the last year of the projected ten-year building program.

The Board Office recommended that the Board approve a ten-year program amounting to \$219,779,000 instead of the \$327,949,000 proposed by the institutions. The unfunded portion of the recommended plan would amount to \$180,179,000 as compared to the institutions' request of \$287,923,000. This recommendation would represent a reduction of \$108,170,000 for the ten-year period. The unfunded state portion of the recommended ten-year planned plan amounts to \$148,945,000 as compared to the institutional requests of \$242,131,000. The reduction in state funds would be \$93,186,000. The recommended level for each biennium in the ten-year period is approximately equal to the highest appropriation received in any biennium by the Board and its institutions to date. The program proposed by the institutions would allow them to catch up completely to present needs for the ten-year period and to keep up completely with new needs caused by increased enrollment and changes in program. The recommended plan would stretch the time period for catching up and keeping up completely to approximately fifteen years.

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The Board Office did not question the needs of the institutions for the projects listed in their original proposal, but questioned the time scheduling for completion of all of the projects listed, both in terms of the State's ability to provide financing and the institutions' ability to get that much construction under way on their campuses at one time. In addition, there could be a problem of possibly over-extending the construction industry and thereby causing higher than necessary inflation of prices. The Board was reminded that the Ten-Year Building Program will be revised each year. Projects will be added, others dropped and priorities shifted. It should be a living document. Consequently, any inequity or change in program can be corrected or reflected in subsequent years. If pressures build up for acceleration of the building program in later years, the level of program recommended can be adjusted.

The Board Office stated that the Regents institutions require a rather major study of their space needs in order that the program submitted to the legislature in future years can be justified to the fullest extent possible. It might be that it is impracticable for this type of study to be completed before the ten-year program is prepared a year hence for the 1971 legislature, but the Board Office recommended that it should be started immediately.

In summarizing, the Board Office recommended that the Board direct the institutions and the Board Office to prepare a ten-year building program amounting to \$219,779,000 of which \$172,717,000 is from state funds. Of this \$172,717,000, \$23,772,000 is already funded. Copies of the entire plans are on file in the Board Office.

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In the discussion which followed, Mr. Heffner stated that he felt the University of Iowa's ten-year program, as originally submitted, had been carefully worked out and that he would support the total needs as stated. He said that if the Board feels the original requests must be reduced, the institutions would need to reexamine their priorities. Mr. Moore stated that this also applies to Iowa State University. Mr. Beard stated that the lower figure also requires changes in priorities at the University of Northern Iowa particularly to include funds for remodeling of existing buildings which the institution had hoped to phase out. The Board Office recognized that the lower figure would require reanalysis by the institutions.

President Parks brought up the question of allocation of the funds among the institutions. He stated that this was not a problem as long as each institution was authorized to present a request to meet its total needs. He further stated that the distribution of funds adopted for this particular submission to the Legislature should not be regarded as a pattern for future allocations among institutions. He suggested a thorough study be made of space utilization and space standards on an inter-institutional basis. It was noted that the Board Office had recommended that such a study be started immediately.

Mr. Bailey stated that he preferred that the Board approve a lower figure than that recommended by the Board Office and mentioned \$125 million. Mr. Richey remarked, in reference to Mr. Bailey's figure, that the institutions

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would be far worse off at the end of the ten-year period than they were at the present time. Mr. Bailey then suggested that the institutions could also indicate, to be submitted in a separate document, their real needs. He further stated that the amount requested by the institutions may not be out of line but that it would scare legislators.

It was also suggested by others that perhaps the recommendations by the Board Office and the requests by the institutions could both be presented to the Legislature. Mr. Richey stated that the law required that the Board Office submit a plan, which apparently indicated only one. Other members suggested that the plans by the institutions had been carefully worked out, represented their needs as they saw them and that their request should be approved.

Mr. Perrin questioned the Executive Secretary quite closely concerning the method used in arriving at the lower figure. Mr. Richey responded that, in essence, he had recommended a program based on a period of fifteen years of catching up with the present space deficit yet keeping up with new needs caused by increased enrollment and changes in program. He further stated that the recommended ten-year plan would allow the institutions to meet their new needs and to make some progress in overcoming their present shortage of space. Mr. Perrin expressed his reluctance in accepting a plan other than that worked out by the institutions unless it was predicated on an analysis of specific need.

Mr. Beard commented that the lack of adequate space at UNI was causing problems of morale and put the institution at a disadvantage in recruiting

faculty members. Mrs. Petersen stated that since the legislature did not have to act on many budgetary matters in the current session it should provide the Regents with a real opportunity to present its capital needs to the legislative committees.

MOTION: Mr. Quarton moved the universities rework the campus priorities on the ten-year building program, based on \$219,779,000 for presentation to the Legislature. The motion was seconded by Mr. Wallace. On roll call vote, the vote was as follows:
AYE: Loss, Petersen, Quarton, Redeker, Wallace
NAY: Bailey, Louden, Perrin, Shaw
The motion carried.

MOTION: Mr. Bailey moved the institutions prepare a study of space needs. The motion was seconded by Mrs. Petersen and passed unanimously.

EXECUTIVE SESSION. President Redeker stated that he had received requests for an Executive Session regarding personnel matters at IBSSS, SUI and the Medical College. On the question as to whether the Board should resolve itself into Executive Session, the members voted by roll call as follows:

AYE: Bailey, Loss, Louden, Perrin, Petersen, Quarton, Redeker,
Shaw, Wallace
NAY: None

The Board, having voted in the affirmative by at least a 2/3 majority, resolved itself into Executive Session at 4:15 p.m. and arose at 6:15 p.m.

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The following business pertaining to general or miscellaneous items was transacted on Friday, November 14, 1969:

SURVEY OF PURCHASING PRACTICES. The Board considered the Purchasing Survey presented by the Board Office with the objective of attaining joint purchasing effort by all Regent institutions. The following actions were recommended by the Board Office:

1. Revitalize the Purchasing Agents Sub-Committee on Coordination. This will involve two steps. The first is for the committee to rewrite its functional statement (Sec. 1.08, Proc. Guide). This has been unchanged since 1954 and is weakly worded. The revised statement should clearly set out the objectives and purposes of the committee, the minimum frequency of meetings, the major subjects to be considered and the reporting channels to be employed. The second step is for the committee to rewrite, for Board consideration, all of Section VI of the Procedural Guide (Purchasing). This is the Board's policy statement on procurement and it should therefore be specific as to what the Board wishes to attain in this field and the broad guidelines under which these objectives are to be attained. Treatment should also be specific as to Board objectives in the areas of specification writing, bidding procedures and procurement lists.
2. With policy and objectives thus established, the committee's next step should be to devise a time-phased plan for achieving the objectives. Timing is important because each of the institutions has existing contracts for goods and services which cannot be abandoned without penalty. Nevertheless, the plan should not be open-ended but should specify a time frame - - ten years, for example, within which all of the objectives will be accomplished. It will then be possible to identify all of the specific areas at each institution where joint action is needed as well as the exact nature of the action required. These can then be divided into the categories of Immediate, Mid-Term (2 to 5 years) and Long-Range (5 to 10 years). The plan should also list those areas or operations at each institution which are exempt from joint action and the reasons therefor, so that the record is complete for all institutions.
3. Consideration should be given to increasing both the capability and the authority of the purchasing offices. The current capability of purchasing offices to evaluate brand-name requests

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for scientific or technical equipment is extremely limited. As a result, some departments requesting such equipment are, in effect, writing their own specifications, usually on a "brand-name or equal" basis. Some scientific departments, under research sponsorship of the U. S. Public Health Service, do not even add an "or equal" clause. The addition of qualified personnel or recognized consultants would permit evaluation of alternative products and could result in significant savings.

In the same vein, there is need for a concerted effort at the institutional level to raise the prestige and authority of the purchasing office. That office should be consulted at all key points in the determination of departmental needs and should be a party to acquisition decisions at the discussion stage. One positive step would be to have the purchasing director a member of all campus equipment committees that may be appointed to lay out equipment for new buildings. Office routine, which often burdens the Director to the point of having to miss decision-making meetings, should be delegated. Because of the growth of the purchasing problem, the Director's involvement with day by day routine should be set up on an exception basis. This would allow his concentration on policy and decision-making matters. Too often now, the purchasing office and the Director are contacted after-the-fact and are forced to rate by persuasion rather than authority. This matter should be resolved at the institutional level.

The Board should require formal quarterly reports on progress being made toward accomplishment of the Board's procurement objectives. Such reports will serve not only to keep the Board informed but also to keep this important subject before the eyes of all concerned.

MOTION: Mr. Loudon moved that the purchasing procedures follow the four steps as set out above. The motion was seconded by Mrs. Petersen and passed unanimously.

WESTERN IOWA - PROPOSED INSTITUTION OF HIGHER EDUCATION. Executive Secretary Richey reported on the status of negotiations on the purchase of the land for the proposed institution of higher education in western Iowa. He stated that it had been necessary for reappraisal of two parcels of land involved in the site. New options have been prepared and sent to the owners. He further stated that the results of a meeting scheduled November 21, as well as those options agreed to, will be presented at the December meeting.

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LEGISLATIVE PROGRAM, 63RD G.A. The Board Office reported that legislation apparently was to be introduced at the instigation of the Iowa Commission for the Blind to transfer the Iowa Braille and Sight Saving School from the Regents to the Commission. It was also reported that Mr. Jernigan had contacted many legislators throughout the state regarding the matter. After further discussion, the Board had the staff draw up the following position statement:

ORGANIZATIONAL PLACEMENT OF SPECIAL SCHOOLS

The State Board of Regents reaffirms its position that the special schools committed to its care (The Iowa School for the Deaf and the Iowa Braille and Sight Saving School) should continue under the Board.

1. Both schools are devoted to special education, share common goals and problems, require the best expertise of professionsl educators, and should not be considered separate entities.

2. The present placement of these schools facilitates cooperation with the State Universities, which provide both schools with such unique and valuable services as:

a) The complete facilities of the Child Development Clinic and other departments as needed at the University of Iowa Hospitals.

b) Continuing consultation with the Departments of Special Education and teacher training at both the University of Iowa and the University of Northern Iowa.

c) Special services as required from Iowa State University in such fields as Home Economics and Industrial Arts.

3. The Iowa Braille and Sight Saving School has recently implemented unique and innovative new programs for the education of blind children, including a continuous progress curriculum, early mobility training and training in independent living. Similar progressive programs are in effect at ISD.

4. Both enjoy full and free cooperation with other State organizations concerned with the education of the blind and deaf, including the Department of Public Instruction, the local public schools, the Commission for the Blind, and directors of special education throughout the State.

5. The unique association of these schools with the State Universities permits educational research in the field of education of the blind and deaf -- a field where much work needs to be done.

6. The schools serve only those pupils who cannot be served by the public school system, and operate on the philosophy that those pupils who can be given adequate training and skills at the schools should then be returned to a normal life at home and in the public school system.

7. The physical facilities of both schools are excellent and lend themselves admirably to the education of multiply handicapped children.

8. The Board and the State are fortunate in having two Superintendents as well qualified as those at the two schools. The Superintendent of IBSSS is a highly gifted and uniquely trained individual who is one of less than a dozen Ph.D.'s in the United States trained in Special Education -- Vision. The Superintendent of the Iowa School for the Deaf received special training at Columbia and Gallaudet College for the Deaf in Washington and received his doctorate from the University of Nebraska.

The people of Iowa, through their elected representatives, have wisely determined that the special schools should have available to them the professional expertise residing in the State Universities -- a situation which now exists under the Board of Regents. The Board believes that the welfare of the pupils concerned dictates that this arrangement should continue.

MOTION: Mr. Quarton moved adoption of a Board position that the Iowa Braille and Sight Saving School and the Iowa School for the Deaf continue under State Regents jurisdiction. The motion was seconded by Mr. Loudon. In the absence of objection, President Redeker declared the motion passed.

The Board presented the following timetable for the sale of academic revenue bonds and interest payments required: The debt service factor provided by Mr. Speer, financial consultant, is 7.8%.

Timetable for Sale of
Academic Revenue Bonds and Interest Payments Required
(Debt Service Factor, 7.8%)

(Sale in June)	<u>July, 1970</u>	<u>Bonds to be Sold</u>
	ISU - Equipment	<u>\$ 1,154,000</u>
	1 full year interest - \$90,012	
(Sale in Aug.)	<u>September, 1970</u>	
	UNI - Equipment	350,000
	UNI - Classroom and Office Building	2,450,000
	SUI - Basic Science	884,000
	Dental Building	3,505,000
	Library Construction	860,000

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Power Plant Boiler	1,155,000
Music Building Equipment	620,000
Physics II Equipment	200,000
Zoology II Equipment	120,000
	<u>\$10,144,000</u>

9 months interest = \$593,424

(Sale in Dec.) January, 1971

UNI - Biological Research	200,000
SUI - Nursing Building	200,000
Speech and Hearing Center Equipment	134,000
	<u>\$ 534,000</u>

6 months interest = \$20,826

SUMMARY

July, 1970 (1 year interest)	\$ 90,012
September, 1970 (9 months interest)	593,424
January, 1971 (6 months interest)	20,826
Need	<u>\$ 704,262</u>
Funds Provided 1st Session	- 150,000
(Interest payments, January and June, 1971)	<u>\$ 554,262</u>

FISCAL 1972

(Sale in June) July, 1971

ISU - Veterinary Medicine	\$ 3,400,000
SUI - Library Equipment	882,000
	<u>\$ 4,282,000</u>

(The 64th G.A. would be requested to provide tuition replacement funds on the above Fiscal '72 Projects.)

TOTAL \$16,114,000

The Board Office stated the interest required under the above schedule is estimated at \$704,262 for \$11,832,000 of bonds anticipated for issuance in fiscal year 1972. The remaining bond authority of \$4,282,000 will not be used until fiscal year 1972. This plan would require additional appropriation by the 1970 Legislature of \$554,262. Under this plan, bonds would not be issued until each project is ready for construction.

An alternative plan was presented in which all bonds would be sold in September, 1970, except for Veterinary Medicine, Library equipment and biological research. This plan would require additional appropriation of \$1,125,178. The

proceeds from the sale of the bonds would be invested immediately and until needed for the individual projects.

In Board discussion, members asked if there were no other funds available that could be used to pay the interest and received a negative reply. The Board was also reminded that it had earlier stated that it would not raise tuitions to amortize the bonds. It was pointed out that the only other alternative would be to request a direct appropriation of \$16,114,000 to finance the projects.

MOTION: Mr. Wallace moved the Board request a \$554,262 appropriation to provide tuition replacement funds. The motion was seconded by Mrs. Petersen and passed unanimously.

The Board considered the training of students as General Medical Practitioners. Senate File 655, Regents Operating Appropriation, contained the following rider:

"A portion of this appropriation shall be used for the training of general practitioners in medicine and necessary staff for training additional medical practitioners shall be provided. Existing medical facilities in Polk County or elsewhere in the state may be used for such training. Students attending the University of Iowa, Iowa City, may be assigned to these facilities for these purposes and in such manner as shall be specified by the Vice President for Health Affairs, the University of Iowa, Iowa City, or his designee. The Board of Regents and the Vice President for Health Affairs . . . , shall study the use of existing medical facilities in Polk County and elsewhere in the state for the training of students as general medical practitioners and shall report their comprehensive findings to the higher education committees of the House and Senate of the 63rd G.A. not later than January 15, 1970."

The matter was discussed briefly during which Dr. Hardin indicated the report would be made on the subject at the December meeting.

Regarding the establishment of a Western Iowa College, Mr. Redeker stated that the Board had stated on several occasions that the decision to establish the college should be made only after the need for the institution had be ascertained. He reminded the Board that the study by the consulting

firm did not relate to the question of need since that was specified in the Legislative Act.

MOTION: Mrs. Petersen moved the Board ask the legislature to allow delay on any action until after the Governor's Education Committee studies the need for the establishment of another state institution of higher learning, taking into consideration all factors involved, including the effect of area schools and tuition aid to students in private colleges. The motion was seconded by Mr. Loudon and passed unanimously.

After a brief discussion of the thirty-five bills carried over from the 1969 session, deemed to be of major importance to the Regents, the Board decided that the best approach would be for members to review the report issued on these bills by the Board Office and notify it of any specific bills that they would like to have docketed. The Board Office would then produce additional information on the matter for consideration by the Board in December.

REQUEST FOR HEARING - NON RESIDENT POLICY. The Board considered the request by Mr. Michael R. Mickelson for a hearing before the Board to appeal the decisions of W. A. Cox, Dean of Admissions and Records, and the Residence Review Committee at the University of Iowa, which declared his wife, Marjorie, to be ineligible for resident tuition until June, 1970. Some members felt the decision had been quite generous in view of the present rules. Others, however, questioned the reasonableness of the regulation.

MOTION: Mr. Quarton moved the matter be referred to the Committee on Educational Coordination for review and recommendation for action to the Board at its December meeting. The motion was seconded by Mr. Loudon. In the absence of objection, President Redeker declared the motion passed.

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COORDINATING COUNCIL FOR POST HIGH SCHOOL EDUCATION. Mrs. Petersen reported on the meeting of the Coordinating Council for Post High School Education which met at Parson's College in Fairfield on November 6, 1969. She stated that the major subject discussed at the meeting was the report developed for the Commission titled "A Profile of Iowa College and High School Students --A Socio-Economic Exploration of Student Career and Educational Goals, Plans and Trends" by Thomas Wolff Associates. The study was based on a sample of high school and college students as well as college and university personnel to learn the career goals of students, the influences on those goals, plans of students for attending colleges, and enrollment trends. A copy of the report and the minutes of the meeting are on file in the Board Office.

Mrs. Petersen also said that the Council considered the studies that should be undertaken in the next fiscal year under the auspices of the Council and financed by Federal funds available through the Higher Education Facilities Commission. She stated that if the Regents had any ideas of studies to be made they should be communicated to the Board and the Council. The Council requested information from the Board as to positions it had taken on recommendations made by the Council approximately one year ago. The new membership list was also requested. The Board Office stated that they would furnish the requested information. Mrs. Petersen concluded by expressing appreciation for the cooperation of the other institutions involved.

COLLEGE AND UNIVERSITY ENROLLMENT REPORT. The Board Office submitted the 1969 enrollment report for all Iowa institutions of higher education as annually prepared by the University of Iowa. It was pointed out that not

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all students in area schools are shown, only those in arts and sciences programs. The Board Office also presented a summary of the report and stated that figures for the area schools will be sent out to Board members. A copy of the report is on file in the Board Office.

REQUEST FOR HEARING - DR. WILLIAM A. SEIDLER. The Board considered a request by Dr. William A. Seidler, President, Iowa Chapter of the American Academy of General Practice, for a hearing before the Board regarding the establishment of a liaison between the Medical School, the Board of Regents, and the Iowa Chapter of the American Academy of General Practice.

MOTION: Mr. Wallace moved Dr. Seidler's request for a hearing be granted and he be asked to submit written material on his subject to the Board. The motion was seconded by Mr. Loudon. In the absence of objection, President Redeker declared the motion passed.

PROCEDURAL QUESTIONS - BOARD CORRESPONDENCE POLICY. Mr. Bailey asked what the practice was by Board members in handling correspondence they receive as individual members of the Board. Mr. Redeker replied by saying that since he received a lot of correspondence, apparently because of his position as President of the Board, he followed the practice of distributing most items to all members of the Board, the Board Office and to the appropriate institution. If the correspondence required staff work for additional information, he would forward it to the Board Office or the institution involved for appropriate action. He stated that if the matter involved in the correspondence was of broad interest, members might distribute the material to other members. However, in the final analysis, members would have to use their own judgment in each individual case. He reminded them that the services of the Board Office were available in doing the necessary study or fact-gathering for replies.

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Mr. Bailey also asked what the policy was in reply to correspondence sent to the Board Office that related to the Board as a whole or a particular problem. He was told by Mr. Richey that such correspondence is acknowledged almost immediately and that if additional information were needed a request was made to the institution about which the question arose. Mr. Bailey then mentioned specifically a letter dated August 1 from a salesman of Norelco dictating equipment to the Board Office, complaining because he did not get the bid for some dictating equipment at Iowa State University. Mr. Richey stated that he acknowledged the letter and indicated that it would be referred to the Vice President of Business and Finance at ISU. Mr. Bailey had received a letter of complaint from a legislative friend of the salesman because of an apparent lack of response. Mr. Richey stated that he would follow up on the item to see what action was taken by Iowa State regarding the matter. (Following the meeting the Board Office investigated the matter and reported to the Board that officials at ISU had talked personally with the salesman involved concerning the letter of complaint and that they thought the matter had been settled satisfactorily.)

INSURING OF BUILDINGS. Mr. Bailey asked what the Board policy was concerning the insurance of buildings at the institutions. Mr. Richey stated that buildings financed through bonds or other self-supporting enterprises were insured. In addition, buildings were insured while they are under construction, but those financed from General Funds were not insured after construction is completed. The State acts as a self-insurer for those buildings, and funds are provided by the Executive Council for repairs of damage or for replacement when such need arose.

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NEXT MEETINGS. President Redeker stated if there were no objections, the January Board meeting will be changed to January 15-16, 1970. There were no objections. The meetings are scheduled as follows:

December 11-12	Iowa State University	Ames
January 15-16	Board Office	Des Moines
February 12-13	Board Office	Des Moines
March 12-13	University of Northern Iowa	Cedar Falls
April 9-10	University of Iowa - IBSSS	Iowa City - Vinton
May 14-15	Iowa State University	Ames
June 11-12	University of Iowa	Iowa City

UNIVERSITY OF IOWA

The following business pertaining to the University of Iowa was transacted on Thursday, November 13, 1969:

HEALTH SCIENCE LIBRARY. The University recommended approval of the preliminary plans for the Health Sciences Library as presented to the Board by Mr. Walter Netsch of the architectural firm, Skidmore, Owings and Merrill. Mr. Netsch showed slides of various views of the building which features large triangular sections of glass. He also stated the use of "self-annealing steel is being considered. Members questioned the advisability of this material due to its staining qualities and higher cost. Mr. Netsch pointed out that there is proportionally more reader space yet sufficient book storage space. Current periodicals are located on the main floor for access to a 24-hour section which will accomodate students with off-hour schedules. The building will front on the proposed campus mall and includes a covered passage as part of the sidewalk pattern. In answer to objections to the modern design, Mr. Netsch stated the basic sciences, dental science and nursing buildings now being constructed are somewhat similar in design, and will blend into one large complex.

The University also recommended approval of the project budget as set out below and selection of the University Architect's Office as inspection supervisor.

Project Description

The proposed library is to be a four-story concrete structure with brick exterior, in keeping with the construction materials of existing and future buildings on the Health Sciences Campus. The building will be located on a sloping site west of the Psychopathic Hospital. The main entrance is to be on the third level at the highest point of the site on the south side.

The full four floors will be exposed on the north side.

The library area will total 89,108 gross and 59,145 net square feet and will provide space for 230,000 volumes and 3,950 users (as compared to the present facility of 9,500 square feet and space for 100 users).

The facility will provide library services for all of the Health Sciences, including Dentistry, Medicine, Nursing, Pharmacy and other related programs.

Project Budget

Preliminary planning & supervision	\$ 115,400
Architect's fee	165,000
Construction costs	2,903,922
Utility connections	127,400
Landscaping	30,000
Movable equipment & moving	595,400
Contingency	90,000
TOTAL	<u>\$4,027,122</u>
Source of funds:	
Private gifts	\$1,421,135
Federal Grant (U.S. Public Health Service)	2,605,987
TOTAL	<u>\$4,027,122</u>

MOTION: Mr. Wallace moved approval of the Health Sciences Library project, preliminary plans, project budget of \$4,027,122, and selection of the University Architect's office as inspection supervisor. Mr. Loudon seconded the motion. On roll call vote, the vote was as follows:
AYE: Loss, Loudon, Perrin, Redeker, Shaw, Wallace
NAY: Bailey, Petersen, Quarton
The motion carried.

The following business pertaining to the University of Iowa was transacted on Friday, November 14, 1969:

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes for the month of October, 1969, were approved.

LEAVE OF ABSENCE. The following leave of absence was approved by the Board:

William P. Albrecht, Assistant Professor, Department of Economics, College of Business Administration; a leave of absence for the second semester 1969-70 to run in the First Congressional District as a candidate for U.S. Representative.

FACULTY SENATE CONSTITUTION - REVISION. The University recommended approval of five amendments to the Constitution of the Faculty Senate and Faculty Council of the University of Iowa. The amendments had been voted on by the faculty this past summer. A copy of the Constitution and its amendments are on file in the Board Office.

MOTION: Mr. Bailey moved approval of the five amendments to the Faculty Senate and Council Constitution as recommended by the University. The motion was seconded by Mr. Wallace and passed unanimously.

GRADUATE STUDENT DISMISSAL PROCEDURE. The University presented for approval a proposed policy for graduate assistant dismissals. The proposal, worked out by the Graduate Student Senate, the Graduate Council, the Collegiate Deans and the Faculty Senate, is basically the same as the policy for faculty members found in the University Operations Manual. The institution pointed out that this was being done before such a situation arose. Discussion followed questioning the length and whether or not the policy should cover all the institutions. It was the general feeling that there should be an overall policy but the University of Iowa should have a procedure to follow until such time as an overall policy may be drafted. President Boyd pointed out that some of the people involved felt the length was too short and there should be more detail. It was suggested that an appeal procedure pertaining to all three institutions be drafted by the Board Office and presented to the Board. One Board member requested information on the procedure for hiring graduate assistants.

MOTION: Mr. Loudon moved that the Graduate Student Dismissal Procedure as corrected be adopted for the University of Iowa. The motion was seconded by Mr. Wallace and passed unanimously.

A copy of the policy is made part of the official minutes on file in the Board Office.

PROPOSED GRADUATE ASSISTANT DISMISSAL POLICY

I. Definitions. As used in this statement of policy:

- a. "Assistant" means graduate students who, while not possessing faculty status, either (i) participate in the teaching process on a part-time basis or (ii) are employed on a part-time basis as research assistants.
- b. "Committee of Assistants" means the committee whose membership is determined by a random selection process as set forth in Section Vci2 of these regulations.
- c. "Day" means an official University class day.
- d. "Dean" means the Dean of the college in which the Assistant holds his appointment.
- e. "Faculty Committee" means the Faculty Committee on Faculty Welfare of the Faculty Senate.
- f. "Graduate Senate" means the Graduate Student Senate.
- g. "Graduate Student" includes persons with earned baccalaureate degrees who are enrolled in the University as graduate or professional degree candidates.
- h. "President" means the President of the University or his designated representative.
- i. "Supervisor" includes all persons directly charged with directing or supervising the teaching or research of Assistants, and departmental or college administrators charged with the general supervision of the program involved.

II. The following procedure is adopted for the handling of cases in which the issue is whether an Assistant should be discharged from employment. It is a dismissal procedure, not a grievance procedure. The procedure may not be invoked for failure to renew an appointment or because of a shift of assignment within the Department or academic unit involved.

This procedure recognizes the statutory power of the State Board of Regents to employ and discharge employees of the University. Iowa Code 262.9(2) (1966). The establishment of this procedure is an attempt to provide reasonable guaranties of compliance with enlightened standards of academic due process.

III. Grounds for Dismissal.

a. Loss of Student Status -- An Assistant may be dismissed by the Dean of his college during the term of his appointment if, following established University or College procedures, the Assistant's status as a student or degree candidate at the University is suspended or terminated:

i. as a result of disciplinary action; or

ii. for failure on his part to meet those standards of competence and performance established for retention as a student or degree candidate by his Department or College.

b. Other Grounds -- An Assistant may be dismissed by the Dean of his College during the term of the Assistant's appointment under the procedures established in this policy statement:

i. for any reason sufficient to dismiss a faculty member during the term of his appointment; or

ii. for failure properly and adequately to follow or implement reasonable instructions of his supervisor when such instructions are within the proper scope of the supervisor's duties.

IV. Informal Procedure.

a. Conference -- If action under III(b) is contemplated, the Assistant's immediate supervisor shall inform him of the complaint lodged against him, and initiate attempts to resolve and adjust the matter. In the normal case, discussions between the Assistant and his supervisors shall be sequential, starting with the Assistant's immediate supervisor and, if not settled at an earlier stage, ending with the Dean.

b. Assistant's Acquiescence -- If at any point, the Assistant acquiesces in the decision to dismiss him, the matter shall be deemed closed.

V. Formal Procedure.

a. Instituting Formal Procedures -- If, after the informal conferences called for by IV(a), action under III(b) is still contemplated and the Assistant fails to acquiesce in such action, the Dean, after consulting the appropriate Departmental Executive Officer and others he wishes to consult, shall decide whether dismissal is warranted. If the Dean determines that dismissal is warranted, he shall institute formal proceedings by forwarding a written statement to the Assistant, with copies to the Departmental Executive Officer for appropriate distribution within the Department, setting forth with reasonable particularity:

i. the charges made against the Assistant; and

ii. the action recommended by the Dean.

The statement from the Dean shall include a copy of these procedures.

No formal hearing will result if the Assistant affirmatively accedes to the consequences set forth in the Dean's statement or if the Assistant fails to request a formal hearing. In this event, the action recommended by the Dean shall be taken.

If the Assistant wishes to have a formal hearing, he shall respond to that effect in writing received by the Dean no later than 7 days after receipt by the Assistant of the Dean's statement of charges.

b. Suspension Prior to Hearing. Suspension of the Assistant pending the outcome of the hearing shall occur only if the Dean specifically determines that immediate harm to the Assistant, students in his class, other specified persons or groups, or University property is likely if the Assistant continues performing his duties pending the end of the proceedings. Unless precluded by law, any such suspension shall be with full pay. The Hearing Committee shall not consider the suspension or non-suspension as relevant to its decision.

c. 1. Hearing Committee -- The Hearing Committee shall have 5 members of whom 3 shall be faculty members and 2 shall be assistants. Hearing Committee members shall be impartial, not previously involved in the dispute, and not from the same Department as the Assistant.

When the Dean receives the Assistant's request for a formal hearing, the Dean shall notify the Chairman of the Faculty Committee and the Chairman of the Committee of Assistants. Within 3 days of receipt of the notice, the Chairman of the Faculty Committee shall appoint 3 faculty members to serve on the Hearing Committee. Within the same time period, the Chairman of the Committee of Assistants shall appoint 2 assistants to serve on the Hearing Committee. The Chairmen shall follow the procedures set forth below in making such appointments.

1. Appointing Faculty Members -- As soon as possible after each annual election of members of the Faculty Committee, the Faculty Committee shall prepare a list designating the order in which Faculty Committee members shall serve on Hearing Committees. If for any reason a person appointed to serve fails to do so, the next Faculty Committee member on the list shall be appointed as a replacement. If the order of appointment has not been designated at the time a case arises, a random selection process shall be employed to determine the order in which Faculty Committee members shall be appointed to serve on a Hearing Committee for that case.

If for any reason the Hearing Committee cannot be staffed with Faculty Committee members, the Faculty Committee shall prepare a list designating the order in which members of the Faculty Senate shall serve on Hearing Committees. The Faculty Committee, in its discretion, may determine the method by which the list is prepared; provided, however,

that if the list is prepared after a case has arisen, a random selection process must be employed in selecting a Hearing Committee for that case.

2. Appointing Assistant Members -- At the first Graduate Senate meeting of each academic year, a slate of 30 potential Hearing Committee members shall be determined by a random selection process from the then current University-wide list of assistants. Those selected shall be numbered in order of their selection. This Committee of Assistants shall elect a chairman from among its members. When called upon to appoint Hearing Committee members, the Chairman of the Committee of Assistants shall appoint those with the lowest numbers. If any appointee is unable to serve for any reason, the Chairman of the Committee of Assistants shall appoint the person with the next highest number. This procedure shall be followed until the Assistant members of the Hearing Committee are finally selected.

No assistant shall be appointed to a Hearing Committee more than once during the year for which he was initially selected. After such appointment, his name shall be removed from the list of potential members whether or not he actually serves on a Hearing Committee. Should 30 prove to be an insufficient number, additional potential members shall be selected and numbered as above, beginning with the number "31."

ii. Right to Challenge. The names of those appointed to serve on the Hearing Committee shall be forwarded immediately by the appointing Chairman to the Assistant and the Dean. The Assistant and Dean may question the propriety of any appointment to the Committee on the ground that the appointee is not impartial, was previously involved in the dispute, or comes from the same Department as the Assistant. Such questions shall be raised with the appointing Chairman within 2 days of the time the questioning party is informed of the identity of the appointees. After conferring with the party questioning the propriety of the appointment, the appointing Chairman, in his discretion, may make a substitute appointment or continue the membership of the person initially designated to serve. The appointing Chairman shall make a decision within 2 days of the question being raised. If a substitute appointment is made, the name of the substitute appointee shall be forwarded immediately to the Assistant and the Dean. Either may question the propriety of the substitute appointee by following the procedure established in this subparagraph.

iii. Committee Organization -- The Committee shall select its own Chairman and Secretary, both of whom shall be voting members of the Committee.

iv. Time of Hearing -- After consulting the Assistant and the Dean, the Committee shall determine when the hearing shall be held. The Assistant may request a delay of the Hearing in order to prepare his case for the hearing. In any event, the hearing shall be scheduled to start within two weeks of the appointment of the Hearing Committee.

v. Procedure Before Committee --

1. The Dean or his representative shall present the case supporting the charges and shall have the burden of proof.
2. The Assistant shall have the right to assistance of counsel or other advisor, and the right to name two assistants not involved in the proceeding to act as observers.
3. Both the Dean and the Assistant, or their representatives, shall have the right to cross-examine, present witnesses, and ask relevant questions of them. In addition, Committee members are free to ask relevant questions of witnesses.
4. The Assistant shall have the right to University aid in securing the attendance of witnesses on his behalf.

5. While the formal rules of evidence and court procedures are not necessary, the Committee establishing its own, both parties shall have the right to confront adverse witnesses. In unusual or urgent situations, e.g., medical or health reasons, travel requirements, however, the Committee may deny the right of confrontation of witnesses to the parties. If this occurs, and it should occur very rarely, the parties will be provided with the name and address of the witness and a copy of any statement made by him. Any written statement can be admitted only if the person making it answers relevant written interrogatories submitted to him by the party against whom the statement is to be used. No question may be put by interrogatory unless approved by the chairman of the Committee as being relevant.

6. The hearing shall be recorded and the record and all documentary evidence and statements admitted shall be preserved for at least 1 year from the time the hearing ends. The Chairman of the Faculty Committee shall retain possession of the complete record. The records may be examined by appropriate University officials in the course of their University duties, the Assistant, and anyone to whom the Assistant gives written permission.

7. The hearing shall be public unless the Assistant requests a private hearing or the Committee, at its discretion, decides that it should be private. However, privacy of the hearing shall in no way alter 1 through 6 above.

vi. Committee's Recommendation --

1. Within one week of the conclusion of the hearing, the Committee shall reach a tentative decision based solely on the record made at the formal hearing and shall prepare a written opinion supporting that tentative decision, the opinion to detail the facts found and the reasons for the tentative conclusions reached. Copies of this opinion shall be made available to the Assistant and the Dean. If either wishes to object to the facts tentatively found, the reasons for the tentative conclusions, or the tentative recommendation made, he must submit written objections within one week of receipt of the opinion. (Failure to file objections shall not be deemed a concurrence in the opinion or decision.) If an objection is filed by either or both of the parties, the Committee shall consider the question or questions raised and reach a final decision. The Committee's final decision shall be rendered and its opinion written within one week of the submission of objections if any are submitted. The decision and opinion shall follow the requirements specified for the tentative decision and opinion. Minority opinions, if any, shall be filed within the time periods specified above for Committee opinions.

2. The Committee's decision shall be in the form of a recommendation to the Dean that a certain specified action be taken, and ordinarily will contain one of the following recommendations:

i) The charges are found to be unconfirmed, and the Assistant is to be retained in or restored to his position.

ii) The charges are to be confirmed wholly or in part, and the Assistant is to be:

- (1) retained in or restored to his position, or
- (2) restored to or retained in his position under probation, the probationary period and the terms of the probation being specified by the Committee;¹ or,
- (3) reassigned in his duties with pay for a period specified by the Committee, the period not to exceed the period of the Assistant's appointment; or,
- (4) suspended from his duties with pay to the extent permitted by law for a period specified by the Committee, the period not to exceed the period of the Assistant's appointment; or,
- (5) suspended from all duties without pay for a period specified by the Committee, the period not to exceed the period of the Assistant's appointment; or,
- (6) dismissed without pay.

¹ At the discretion of the Dean, an Assistant who violates the terms of the probation set by the Committee is subject to dismissal. If the Assistant wishes to appeal the Dean's decision to dismiss him, the Assistant may do so, but the only issue before the Hearing Committee shall be whether, in fact, the terms of the probation were violated.

d. Dean's Review -- In the ordinary case, the Dean will accept the Committee's recommendation or assess lighter consequences than those recommended. If he decides to reject the Committee's recommendation, he will so inform the Committee Chairman, the Assistant, and the Departmental Executive and the case will be referred to the President for decision. If the Assistant objects to the Committee's recommendation, he may appeal to the President by notifying the Dean and the President of his intention to appeal within 3 days of receiving the Committee's recommendation.

e. President's Review -- In the President's review, unless he requests it, no new evidence shall be presented. The president will decide the matter on the basis of the record made before the Committee, the Committee's written opinion, a written statement from the Dean setting forth his reasons for rejecting the Committee's recommendation if he has done so, and a written statement from the Assistant setting forth his reasons for objecting to the Committee's or the Dean's recommendation. In his discretion, the President may hear oral argument.

f. Board of Regent's Review --

(1) If the Assistant has requested a Presidential review, and if the Assistant objects to the President's decision, the Assistant may request a hearing before the Board of Regents by written notification to the President of his request for such a hearing, which the President shall transmit to the Board of Regents. To be effective, such notification must be received in the President's office within 5 days of the time the Assistant receives notice of the President's decision.

SUMMER SESSION REPORT - 1969. The University submitted its annual report for the Summer Session of 1969 to the Board. They also submitted a report entitled "Summer Session Trend Analysis". Copies of both reports are on file in the Board Office. It was pointed out that the College of Education has no enrollment as such, since the students are reported through the Colleges of Business Administration, Graduate and Liberal Arts. Board members questioning course enrollment were told that it varies greatly from department to department as does the number of faculty available for summer sessions.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported that the Register of Capital Improvement Business Transactions at the University of Iowa for the period of September 29, 1969, to November 4, 1969, had been filed with him; that it appeared to be in order; that the following contract awards had been recommended:

<u>Contractor</u>	<u>Project Title</u>	<u>Amount</u>
Ceramic Cooling Tower Co., Ft. Worth, Texas	Cooling Tower-Chilled Water Plant	\$192,300
Selzer Construction Co., Inc., Iowa City, Iowa	Temporary Addition to Surgery and Internal Medicine Clinics less Alt. #1	\$ 45,977 -5,000 <u>\$ 40,977</u>

The following awards were previously approved by the Board in conference call on October 21;

<u>Contractor</u>	<u>Project Title</u>	<u>Type of Contract</u>	<u>Amount</u>
Korshoj Construction Co., Inc., Blair, Nebr. & Hawkins Con- struction Co., Omaha, Nebr.	Dentistry Bldg.	General	\$5,068,311
C. P. Rohde, Inc., Cedar Rapids	Dentistry Bldg.	Mechanical	2,240,000
Montgomery Elevator Co., Moline, Illinois	Dentistry Bldg.	Conveying System Systems	351,308
Johnson Electric Co., Inc. Des Moines, Iowa	Dentistry Bldg.	Electrical	1,044,000

Concurrence was recommended in the following award made by Highway Commission for institutional road work at Lakeside Laboratory:

<u>Contractor</u>	<u>Project Title</u>	<u>Amount</u>
Northwest Asphalt Surfacing Co., Inc., Spirit Lake	Pave Main Drive	\$9,675.75

The following revised or amended project budgets have previously been approved by the Board and appear as a matter of record.

Fieldhouse Remodeling - Change in source of funds from bonds to accumulated balances. Approved by Board, October, 1969.

Chilled Water Plant - Revised Budget of \$1,850,000. Increase of \$235,000 over Preliminary Budget. Approved by Board, October, 1969.

DENTISTRY BUILDING - 62nd G.A.
PROJECT BUDGET

	<u>Preliminary</u>	<u>Revised</u>
Preliminary planning & supervision	\$ 200,000	\$ 200,000
Architect's fee	445,000	458,000
Construction cost	8,408,938	8,703,619
Share of central chilled water plant	200,000	200,000
Utility connections	142,000	142,000
Landscaping and parking area	50,000	145,000
Contingency	163,000	160,245
Sub-total	<u>\$9,608,938</u>	<u>\$10,008,864</u>
Estimated sales tax refunds		130,000-
Net total building cost	<u>\$9,608,938</u>	<u>\$ 9,878,864</u>
Movable equipment & financing costs	3,505,000	3,505,000
	<u>\$13,113,938</u>	<u>\$13,383,864</u>

SOURCE OF FUNDS

Appropriation - 62nd G.A.	\$3,885,000	
Less transfers to Hosp.		
Parking Ramp	1,162,000	
and Basic Science Bldg.	1,284,000	\$ 1,439,000
Parking facilities operation revenue	1,162,000	1,162,000
Grant funds - National Institute of Health	7,007,938	7,007,938
Income from Treasurers Temporary Investments		269,926
Sub-total Building Cost	<u>\$ 9,608,938</u>	<u>\$ 9,878,864</u>
Revenue Bonds (equipment & financing costs)	3,505,000	3,505,000
Total	<u>\$13,113,938</u>	<u>\$13,383,864</u>

The following RR&A Projects are recommended:

UNIVERSITY HOSPITALS
REPAIRS, REPLACEMENTS AND ALTERATIONS
TEMPORARY ADDITION TO SURGERY & INTERNAL MEDICINE CLINICS
PRELIMINARY BUDGET

Planning and Supervision	\$ (4,500) (1)
General Construction of Shell of Building & Partitions	45,300
Concrete Slab	7,500
Mechanical Construction	9,800
Electrical Construction	9,900
Acoustic Ceilings	4,500
Floor Tile	3,600
Contingency	8,000
	<u>\$ 88,600</u>

(1) Charged to Hospital Plant Operation Purchased Services (D480) not included in total.

SOURCE OF FUNDS: University Hospitals RR&A

PROJECT DESCRIPTION

This project consists of a light weight steel one-story temporary addition to the General Hospital, located in the east portion of the parking lot east of the Tower entrance. The unit, which can be erected and removed in sections, will provide 3,000 gross square feet of space for the Department of Surgery and 3,000 gross square feet of space for the Department of Internal Medicine. The addition will contain 37 combination office-examination rooms which will provide urgently needed space by which the two departments will consolidate their present highly segmented clinic operations. When the hospital addition is completed, this temporary structure will be removed or relocated elsewhere in accordance with needs at that time.

The general construction of the shell of the building and the partitions will be accomplished by the formal public bidding procedure. Other phases of the work will be accomplished by Physical Plant labor, or by quotation and purchase order, or by a combination of these.

The University Architect's office is selected as the architect and the inspection supervisor.

UNIVERSITY HOSPITALS
REPAIRS, REPLACEMENTS AND ALTERATIONS
REHABILITATION-RHEUMATOLOGY OFFICE SUITE REMODELING
PRELIMINARY BUDGET

Planning and Supervision	\$ (700) (1)
General Construction	7,500
Electrical Construction	5,500
Contingency	715
	<u>\$ 13,715</u>

(1) Charged to Hospital Plant Operation Purchased Services (D480) and therefore not included in total.

SOURCE OF FUNDS: University Hospital RR&A

PROJECT DESCRIPTION

This project consists of remodeling the existing Rehabilitation-Rheumatology Office Suite in Children's Hospital in a manner to provide three additional staff offices and supporting examination rooms.

Work will consist of relocation of partitions and doorways, upgrading of electrical services and lighting, relocation and construction of cupboards and cabinets and painting.

The University Architect's office is selected as the architect and the inspection supervisor.

UNIVERSITY HOSPITALS
REPAIRS, REPLACEMENTS AND ALTERATIONS
PEDIATRIC - SURGICAL SUITE REMODELING - PHASE I
PRELIMINARY BUDGET

Planning and Supervision	\$ (1,750) (1)
General Construction	9,000
Electrical Construction	7,000
Mechanical Construction	8,000
Acoustical Ceilings	4,000
Floor Tile and Painting	5,000
Contingency	1,400
	<u>\$ 34,400</u>

(1) Charged to Hospital Plant Operation Purchased Services (D480) and therefore not included in total.

SOURCE OF FUNDS: University Hospital RR&A

PROJECT DESCRIPTION

This project consists of Phase I remodeling the patient rooms adjacent to Ward C51 into a modern functional Pediatric-Surgical Suite. The project will be completed in two phases to minimize the loss of patient beds during construction.

Work to be accomplished consists of relocation of partitions and doorways, relocation and modernization of plumbing fixtures and services, upgrading of electrical services and lighting, replacement and repair of floor covering, acoustical ceilings and painting.

The University Architect's office is selected as the architect and the inspection supervisor.

UNIVERSITY HOSPITALS
REPAIRS, REPLACEMENTS AND ALTERATIONS
ORTHOPAEDIC CLINIC TEMPORARY ADDITION
PRELIMINARY BUDGET

Planning and Supervision	\$ (1,000) (1)
Prefabricated Building Materials	8,000
General Construction	4,000
Mechanical Construction	3,500
Electrical Construction	3,500
Contingency	1,100
	<u>\$ 20,100</u>

(1) Charged to Hospital Plant Operation Purchased Services (D480) and therefore not included in total.

SOURCE OF FUNDS: University Hospital RR&A

PROJECT DESCRIPTION

This project consists of the construction of a small lightweight one-story building to provide for needed additional Orthopaedic Clinic examination rooms. The building of 1,300 gross square feet will be erected in the inner courtyard of Children's Hospital contiguous with the Orthopaedic Clinic. Erection of the unit building in this location will cause no defacement of the existing building nor interference with the clinic operation during completion of the unit.

The structure will be of prefabricated wood, erected on a concrete slab. A sprinkler system is included for fire safety.

The prefabricated building will be purchased through quotation and purchase order.

The University Architect's office is selected as the architect and the inspection supervisor.

UNIVERSITY REPAIRS, REPLACEMENTS AND LATERATIONS
AIR CONDITIONING SYSTEM
ROOM 321A SCHAEFFER HALL
PRELIMINARY BUDGET

Planning & supervision	\$ 500
Air conditioning equipment	5,500
Installation materials (duct, wiring and insulation)	4,700
Labor (sheet metal, refrigeration, electrical, plumbing)	6,300
Contingencies	<u>1,000</u>
	<u>\$18,000</u>

SOURCE OF FUNDS: University RR&A

PROJECT DESCRIPTION

The proposed project will provide a central air conditioning system for subject room. The project includes installation of a packaged chiller in the basement of Schaeffer Hall, chilled water supply and return lines, air handler above the suspended ceiling, associated ductwork and diffusers and necessary wiring and control system.

It is proposed that the equipment and materials be purchased through regular purchase order procedure.

The Physical Plant department is selected as architect and inspection supervisor.

Inasmuch as no single phase of the work on the above four projects will exceed \$10,000, work will be accomplished by the Physical Plant work force, or by quotation and purchase order, or by a combination of these.

LAKESIDE LABORATORY WATER SYSTEM

PRELIMINARY BUDGET

Planning and supervision	\$ 6,000
Materials, equipment & installation	60,000
Contingencies	<u>8,000</u>
	\$74,000

Source of Funds:

63rd G.A. Capital Appropriation	\$35,214
University of Iowa (RR & A)	16,174 (41.7%)
Iowa State University	16,174 (41.7%)
University of Northern Iowa	<u>6,438 (16.6%)</u>
	\$74,000

PROJECT DESCRIPTION

It is proposed to install a complete new water system at the Lakeside Laboratory for both treated and raw water to provide a capacity of approximately 9000 gallons per day for treated water, a somewhat smaller capacity for raw water, and a capacity for minimum fire protection, with installations to permit winter operation. Work to be included will include the following items:

lake suction line - 600 feet
pumphouse improvements, including pumphouse alterations, pumps,
treatment facilities, controls, electrical work and storage tanks
water mains, treated water 2250 feet, raw water 1700 feet
sanitary sewer force main 270 feet
service lines 900 feet
fire hydrants 3 units
taps, stops, and other miscellaneous related items

The University Architect's office is selected as the engineer and the inspection supervisor.

MOTION: Mr. Wallace moved that the Register of Capital Improvement Business transactions at the University of Iowa for the period of September 29, 1969, to November 4, 1969, be approved; the contracts awarded as recommended and the Executive Secretary authorized to sign the contracts. The motion was seconded by Mr. Quarton. In the absence of objection, President Redeker declared the motion passed.

PURCHASE OF PROPERTY. The University recommended condemnation for two properties located within an area selected for the Fine Arts Campus.

101 East Park Road

General Description

The land area of this property is 7,500 square feet. On the property is located a one-story frame single family residence with a full basement. The house consists of a kitchen, dining room, living room, two bedrooms and a bathroom. The overall condition of the house is judged to be good. There is a double detached garage located on the back of the lot.

Purchase Price (Appraisals \$18,000 - \$18,000)

An offer to buy was made for the price of \$18,000. This offer was refused by the owner, who is asking \$20,000. Condemnation is recommended.

RESOLUTION FOR CONDEMNATION

BE IT HEREBY RESOLVED that the State Board of Regents proceed under the powers of eminent domain to acquire all or a portion of the following described property, which it deems necessary for the Auditorium project previously authorized as part of the campus development, owned by Gladys Thomas with a life estate by John C. and Lillian Thomas, and located in Iowa City, Iowa:

"Lot seven (7), Block Two (2) Parkside Addition to Iowa City, Iowa, according to the recorded plat thereof."

The officers of the University of Iowa are authorized and empowered to take the necessary legal action thereof under the direction of the Attorney General as provided by law.

MOTION: Mr. Loudon moved adoption of the resolution for condemnation of land as set out above. The motion was seconded by Mrs. Petersen. On roll call vote the vote was as follows:
AYE: Bailey, Loss, Louden, Perrin, Petersen, Quarton, Redeker, Shaw, Wallace
NAY: None
The motion passed unanimously.

121 East Park Road

General Description

The land area of this property is 15,000 square feet. On the property is located a two-story frame single family residence converted to a two-family dwelling with one bedroom apartments on the first and second floors. The first floor consists of a living room, dining room, kitchen, bedroom and bath; the second floor has a living room, kitchen, bedroom and bath. The house has a basement and there is a double detached garage on the back of the lot. There are actually two lots that make up this property. One lot is occupied with the house and garage and one lot is vacant. The house is judged to be in fair condition.

Purchase Price (Appraisals \$28,500 - \$29,000)

An offer to buy was made for the price of \$29,000. This offer was refused by the owners, who indicate a willingness to consider a price of \$34,000. Condemnation is recommended.

RESOLUTION FOR CONDEMNATION

BE IT HEREBY RESOLVED that the State Board of Regents proceed under the powers of eminent domain to acquire all or a portion of the following described property, which it deems necessary for the Auditorium project previously authorized as part of the campus development, owned by J. Victor Guthrie or Clara Dedman Guthrie, and located in Iowa City, Iowa.

"Lots three (3) and four (4), Block Two (2), Parkside Addition to Iowa City, Iowa, according to the recorded plat thereof."

The officers of the University of Iowa are authorized and empowered to take the necessary legal action thereof under the direction of the Attorney General as provided by law.

MOTION: Mr. Loudon moved adoption of the resolution for condemnation of land as set out above. The motion was seconded by Mrs. Petersen. On roll call vote the vote was as follows:
AYE: Bailey, Loss, Loudon, Perrin, Petersen, Quarton, Redeker, Shaw, Wallace
NAY: None
The motion passed unanimously.

POWER PLANT BOILER. The University recommended approval of the project, preliminary plans, budget, and contract for engineering services for Utilities - Boiler No. 9. The project description and preliminary budget are as follows:

Preliminary Budget

Construction cost	\$ 890,000
Engineering	85,000
Planning and supervision	30,000
Contingencies & bond sale costs	55,000
TOTAL	<u>\$1,060,000</u>

Source of Funds:

Revenue bonds authorized by 63rd General Assembly

Project Description

This project includes the purchase and installation of a 150,000 lb./hr. boiler and appurtenances and the removal of four 40-year old boilers including the west power plant smoke stack.

Sargent and Lundy's Study SL-2082 concludes that, if we are to be assured of meeting campus steam demands, we should have 675,000 lb./hr. of boiler capacity in our plant and should have retired the four 40-year old boilers by 1973. To date, we have 450,000 lb./hr. of capacity not including the four 40-year old boilers. With the installation of this boiler, we would have 600,000 lb./hr. installed, still significantly behind Sargent and Lundy's recommendation. In addition, we are presently relying upon the increasingly inefficient and unreliable 40-year old boilers for part of our firm capacity jeopardizing our ability to continuously provide our campus needs. Further, if the 40-year old boilers are to remain in use, air pollution control equipment will have to be installed at a cost of \$300,000 and chimney repairs will have to be made at a cost of \$45,000.

The University recommended selection of the University Architect's Office as Inspection Supervisor. The proposed contract with Stanley Associates, Incorporated, Muscatine, Iowa, for engineering services is in the usual form, and provides for a basic fee based on prevailing hourly rates for each class of employee, with a maximum total limit of \$85,000. The hourly fee schedule is incorporated in the contract, and represents the medial payroll cost of each classification multiplied by 2. Payroll costs are actual salary costs plus fringe benefits in accordance with the 1967 issue of the "Suggested Guide" as prepared by the Iowa Engineering Society. In addition to the basic fee, reimbursement to Stanley is provided for direct out-of-pocket expense such as travel and subsistence of personnel while away from the office, telephone and telegraph, and charges for stenographic, duplicating and electronic computer services. Charges for the engineering services under this contract will be temporarily funded from the Income from Treasurer's Temporary Investments followed by a transfer of these costs to the project budget after bonds have been sold.

MOTION:

Mr. Wallace moved approval of the Utilities - Boiler No. 9 project, preliminary plans and budget; selection of the University Architect's Office as Inspection Supervisor; and approval of the contract with Stanley Consultants, Inc., for engineering services; and authorize the Executive Secretary to sign the contract. The motion was seconded by Mr. Perrin and passed unanimously.

IOWA STATE UNIVERSITY

The following business pertaining to Iowa State University was transacted on Friday, November 14, 1969:

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes at Iowa State University for the month of October, 1969, were approved.

NAMING OF BUILDINGS - ELECTRICAL ENGINEERING BUILDING, SERVICE BUILDING. The University recommended approval of naming the present Electrical Engineering Building "Coover Hall" for Dean Emeritus Mervin Sylvester Coover. They also recommended approval of naming the present Service Building "Snedecor Hall" for Professor George Waddel Snedecor.

In the absence of objection, President Redeker declared the naming of the two buildings, Coover Hall and Snedecor Hall, approved.

MARRIED STUDENT HOUSING, UNIVERSITY VILLAGE, PHASE III - REVISION TO PROJECT DESCRIPTION. The University requested approval of modification to the project description for the Married Student Housing, University Village, Phase III, as presented to and approved by the Board on June 27, 1969.

Modification to Project Description

In June, 1969, the project description stated that "each apartment will be a two story unit". As studies of this project progressed, it was deemed desirable to introduce a different type of unit in order to avoid a monotonous appearance by too frequent repetition of the same type of structure. A new building type was, therefore, designed consisting of 12 units with 4 units on each of 3 floors. This building has been designed in harmony with the originally planned units to give continuity to the entire project. Six of the proposed new type buildings will be incorporated in the Phase III project. Each apartment provides facilities equivalent to those in the apartments in the basic type units. Basic construction type is similar to that of the other buildings in the project.

MOTION: Mr. Perrin moved approval of the modification to the project description of the Married Student Housing, University Village, Phase III, as set out on the previous page. The motion was seconded by Mr. Louden. In the absence of objection, President Redeker declared the motion passed.

UTILITIES - WEST CAMPUS ELECTRIC SUBSTATION AND CABLES. The University requested approval for the Utilities - West Campus Electric Substation and Cables project and project budget as follows:

Project Description

On July 12, 1968, the State Board of Regents authorized the University to purchase the transformer and associated switchgear for this project. Because of the long delivery time, it was anticipated that this equipment would be paid for out of funds appropriated by the 63rd General Assembly. When it became apparent that funds for this project would not be appropriated by the 63rd General Assembly, it was decided to pay for this equipment and the necessary materials out of RR&A funds.

The University has suffered three substantial power failures since June, and it is imperative that this project be completed at the earliest possible date. The capacity of the existing seven circuits radiating from the Power Plant is not sufficient to pick up the loss of any one circuit. Therefore, when trouble develops, it is necessary for certain portions of the campus to be without power for excessive lengths of time. With the installation of this substation, it would be possible to isolate the trouble and return service in a very short period of time.

In order to proceed with this project, it is recommended that the installation be done by the Physical Plant Department because much of the installation must be done during periods of low loads on the existing circuits. Also, due to the type of installation and existing utilities which will be encountered, it would be very difficult to award a firm contract.

Project Budget

Equipment & Materials - Purchased prior to 7-1-69	\$102,750	
Required to complete project	<u>7,200</u>	\$109,950
Installation of Equipment		9,000
Trenching		1,600
Installation of Feeder Cables		8,750
Control Equipment and Installation		6,000
Screen Wall, Grading and Seeding		5,000
Miscellaneous and Contingencies		<u>2,700</u>
TOTAL		\$143,000

Source of Funds:	
RR&A 1968-69	\$102,750
RR&A 1969-70	11,750
Women's Dormitory - Phase I & Phase II (Transfer from 61st G.A.)	28,500
	<u>\$143,000</u>

MOTION: Mr. Bailey moved approval of the Utilities - West Campus electric substation and cables project and budget as set out above. The motion was seconded by Mr. Perrin. In the absence of objection, President Redeker declared the motion passed.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported that the Register of Capital Improvement Business Transactions at Iowa State University for the period of October 3, 1969, to November 5, 1969, had been filed with him; that it appeared to be in order; that the following contract award had been recommended:

<u>Contractor</u>	<u>Project Title</u>	<u>Amount</u>
Thorpe Well Company, Des Moines	Water Supply Well No. 10	\$27,300

The following revised budgets were presented:

<u>Water Supply Well No. 10</u>			
	(10/69)	(11/69)	
	<u>Current</u>	<u>Revised</u>	
<u>Construction Contract</u> - Thorpe Well Company, base bid		\$31,322	
- Bidders deduct alt, one year warranty		- 4,022	
	\$22,000	\$27,300	
<u>Engineering and Supervision</u>	1,500	1,500	
<u>Physical Plant Expense</u> - Electric & piping connect.		4,300	
Wellhouse		1,700	
Site work		500	
	\$ 6,500	\$ 6,500	
<u>Miscellaneous and Contingencies</u>	1,500	1,500	
	<u>\$31,500</u>	<u>\$36,800</u>	
	TOTAL		
<u>Source of Funds:</u>			
RR&A	\$31,500	\$28,300	
Utilities - Sewer Extension, 62G.A.		8,500	
	<u>\$31,500</u>	<u>\$36,800</u>	
	TOTAL		

Utilities - Heating Plant Additions

	(11/68) <u>Current</u>	(11/69) <u>Revised</u>
<u>Previously Awarded Contracts, Alternates and</u>		\$
<u>Change Orders Approved</u>	\$2,234,379	\$2,268,160
<u>Engineering and Supervision</u>	140,000	140,000
<u>Electric Work (estimated)</u>	40,000	40,000
<u>Contingencies and Miscellaneous</u>	40,000	120,000
Total Estimate	<u>\$2,454,379</u>	<u>\$2,568,160</u>
Less Estimated Tax Refunds	- 9,379	-13,160
TOTAL	<u>\$2,445,000</u>	<u>\$2,555,000</u>
<u>Source of Funds:</u>		
Heating Plant Addition, 62 G.A.	\$1,950,000	\$1,950,000
Utility Extensions, 62 G.A.	76,200	126,200
Sewer Extension, 62 G.A. (reallocation)	50,000	50,000
Iowa State Center	348,536	348,536
Overhead Reimbursement for Use of		
Capital Facilities	20,264	20,264
Transfer from Library Addition No. 2, 62 G.A.	- - -	60,000
TOTAL	<u>\$2,445,000</u>	<u>\$2,555,000</u>

The following Change Order was presented:

<u>Contractor</u>	<u>Project Title</u>	<u>Change Order Amount</u>
James Thompson and Sons	East Hall Addition	+ \$25,637

The University stated that the Utilities, Heating Plant Additions project is very complex and necessitates extensive revisions to existing utilities and structures which result in changes to the contracts through Change Orders which cannot be anticipated during the design stage. Also, it is necessary to take bids on the various contracts at different times so that the structures and piping can be designed to fit the equipment rather than the normal procedure of taking all bids at one time. They stated, for that reason, a final project budget could not be predicted until the project is very close to completion.

MOTION:

Mrs. Petersen moved the actions reported in the Register of Capital Improvement Business Transactions for the period of October 3, 1969, to November 5, 1969, be approved and ratified; the contract awarded as recommended; and the Executive Secretary authorized to sign the contract. The motion was seconded by Mr. Perrin. In the absence of any objection, President Redeker declared the motion passed.

UNIVERSITY OF NORTHERN IOWA

The following business pertaining to the University of Northern Iowa was transacted on Friday, November 14, 1969:

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes at the University of Northern Iowa for the month of October, 1969, were approved.

ENROLLMENT, FALL, 1969 - STUDENT HOUSING AND DINING. The University submitted a report on the 1969 fall enrollment, student housing and dining. It was pointed out that the number of night and Saturday classes offered affected the graduate student enrollment. A copy of the report is on file in the Board Office.

RESIGNATION. The Board accepted the following resignation:

Dr. Allan Shields, Professor of Philosophy and Dean of the College of Humanities and Fine Arts, effective July 31, 1970.

AFRO-AMERICAN DEMANDS. The University submitted a document of "demands" by the Afro-American Society with a report of the institution's actions to-date. for Board discussion. UNI stated they had appointed a committee of three students to provide more complete information on the problems raised by the Society. However, no answer had been received as yet. President Maucker pointed out the difficulty of acting on the situation as the institution does not want to be discriminating in reverse form. He stated that if any policy changes were needed they would be brought to the Board.

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CAPITAL IMPROVEMENT - CONNECT NEW PHYSICAL EDUCATION BUILDING - UNIT I TO CENTRAL CONTROL PANEL. The University recommended approval of the project to connect the new Physical Education Building - Unit I to the Central Control Panel and its budget as set out below:

Project Description

This project involves the installation of 72 wire cable in 2" poly vinyl chloride conduit from the present junction south of the Power Plant to the Physical Education Building. Provisions will be included to allow the Regents Complex and two vaults in the steam line serving the Physical Education Building to be connected to the Central Panel at a future date. The project includes the conduit and cable installation and the connection of the equipment by University personnel as well as the purchase of the conduit, cable and equipment.

Project Budget

Estimated expenditures:

Material Purchases	\$14,000
Labor	2,000
Contingencies	<u>1,000</u>
TOTAL	\$17,000

Source of Funds:

63rd G.A. Capital Improvement - Utilities Expansion

MOTION: Mr. Louden moved approval of the project and its budget, as set out above, for the connection of the new Physical Education Building - Unit I to the Central Control Panel. The motion was seconded by Mr. Quarton. In the absence of objection, President Redeker declared the motion passed.

CAPITAL IMPROVEMENT - WATER MAIN TO NEW HEATING PLANT. The University recommended approval of the project for a water main to the new heating plant and its budget as set out below:

Project Description

This project consists of the construction of a 16" cast iron water main from the N.W. corner of the intersection of 27th Street and Hudson Road west along the north side of the right-of-way approximately 1300 feet. Here it would be capped and an 8" cast iron water main extended south under the road and along the west property

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line of the campus to a point adjacent the new heating plant where it would be connected to the water service for the heating plant. This distance would be approximately 1000 feet.

The University would participate in the cost of 16" main to the extent of the cost of an 8" main with the Municipal Utilities financing the remainder.

Project Budget

Estimated expenditures:

Contract work 16"	\$ 8,450 **
Contract work 8"	6,750
Contingencies	<u>1,000</u>
TOTAL	\$16,200

Source of Funds:

63rd G.A. Capital Improvement - Utilities Expansion

**By Cedar Falls Utilities

In the absence of any questions or objection, President Redeker declared the project for a water main to the new heating plant and its budget as set out above approved.

TOWERS RESIDENCE HALLS - LOWER FLOOR AIR CONDITIONING. The University recommended approval of the project for the Tower Residence Halls (Bender and Dancer Halls) - Lower Floor Air Conditioning (Cooling) and its budget as set out below:

Project Description

It is proposed to install a cooling coil in the present air handling unit. This will be served by a water cooled chiller located in the equipment room below the present air handling unit. Temperature controls will be required for the new cooling coil. Present controls with some minor revisions will be suitable for cooling.

Project Budget

Estimated Expenditures:

Contracted work	\$13,000
Physical Plant work	1,000
Contingencies	<u>1,500</u>
TOTAL	\$15,500

Source of Funds:

Dormitory Improvement Fund

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In the absence of any questions or objection, President Redeker declared the project for the Tower Residence Halls - Lower Floor Air Conditioning and its budget as set out on the preceding page approved.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported that the Register of Capital Improvement Business Transactions at the University of Northern Iowa for the period of October 1, 1969, to November 5, 1969, had been filed with him; that it appeared to be in order; and that no contracts had been recommended.

In the absence of any questions or objection, President Redeker declared the actions reported in the Register of Capital Improvement Business Transactions for the period of October 1, 1969, to November 5, 1969, approved.

MARRIED STUDENT HOUSING - PROTOTYPE. The University recommended rejection of the bids on the UNI Married Student Housing - Prototype. They pointed out the lowest bid was 25% over the anticipated figure and, after deduction of expenses relative to the prototype itself, the Phase I cost broke down to \$19.75 per square foot. This exceeded the budget estimate of \$15.25 per square foot by 29.5% and did not include an expected inflationary factor of 12% to 15% per year. Mr. Rice, from the architectural firm of Hunter, Rice and Englebrecht, was on hand to answer questions from the Board. He stated that the idea of a prototype should not be rejected but that, in this case, the project was just pushed too fast and that one should allow a longer period for research on the prototype. President Redeker asked if this would mean different preliminary plans and was told yes with the major change being from concrete and steel to concrete and slab. Mr. Wallace asked for figures on the insurance rate

differential between the original design and any redesign. Mr. Bailey commended Mr. Rice for being frank in his discussion with the Board and asked if the firm had contacted any organizations in Des Moines that has studied all types of concrete construction. He also mentioned another firm in Minnesota and one in Ohio. Initial response by Mr. Rice was that the firms currently engaging in modular research were unable to produce enough units to meet the timetable established for this project. In answer to a question, Mr. Rice acknowledged there was a lack of knowledge in this field. He did suggest the possibility of cutting down on the number of units or increasing the budget. He stated that the designed wall system alone would cost three times more than they had been led to believe.

MOTION: Mr. Loudon moved that all bids be rejected on the UNI Married Student Housing - Prototype. The motion was seconded by Mr. Perrin. In the absence of objection, President Redeker declared the motion passed.

Discussion ensued regarding the extent of redesign needed. Mr. Rice stated the master plan should remain as is and rework only construction design. A Board member pointed out that reworking projects had not been successful in the past and suggested the university not be confined to the master plan but look more in new areas such as pre-fabs or repetitive modular units. President Redeker pointed out that the Board would not expect the architects to prepare detailed plans on alternatives, but expected that alternatives would be explored in sufficient detail to allow decision-making on the part of the Board.

It was pointed out the Regents have an obligation to serve the students of Iowa and there was some feeling the students can not afford this type of facility and would rather have an education in lieu of fancy facilities. One

member stated that it is not possible to build at the present rental rates now in force at UNI.

MOTION: Mr. Bailey moved that the architect be directed to make the revised plan only one of the recommendations to the Board and include other types of construction adaptable to repetitive building with time not a determining factor; and UNI be authorized to negotiate new contracts with the architects, if necessary, and bring to the Board. The motion was seconded by Mr. Wallace and passed unanimously.

President Maucker questioned the measurement of reasonable rent. He pointed out that rental of the proposed units are just below and above \$100 per month. He also stated he felt the number of units should not be cut down but possibly the design and square feet per unit. He stated that the two biggest factors were materials and time and, with regard to the prototype, suggested consideration of the size element and relinquishing on the time factor. Mr. Rice suggested his firm proceed under the present contract until December and revise the plans but also work with the college and outline alternatives to plan revision. A Board member mentioned the wide range of businesses the institutions handle and felt that the experiences of past projects that have been successful should be put into use. The advisability of expanding the time factor was again pointed out.

MARRIED STUDENT HOUSING (COLLEGE COURTS) - SPEED LIMIT. The University recommended approval of a resolution setting a 20 mile-per-hour speed limit on 31st Street from Ohio Street to Hudson Road.

MOTION: Mr. Bailey moved approval of the resolution setting a 20 mile-per-hour speed limit as set out below. The motion was seconded by Mr. Perrin and passed unanimously.

RESOLUTION

Speed Limit

31st Street from Ohio Street to Hudson Road

Whereas, Section 262.68 of the Code of Iowa 1966 provides that the maximum speed limit of all vehicles on institutional roads at institutions under the control of the State Board of Regents shall be 45 miles per hour; and

Whereas, said Section 262.68 further provides that whenever the Board shall determine that said maximum speed limit of 45 miles per hour is greater than is reasonable or safe under the conditions found to exist at any place of congestion or upon any part of its institutional roads, the Board may determine and declare a reasonable and safe speed limit thereat which shall be effective when appropriate signs giving notice thereof are erected at such places of congestion or other parts of its institutional roads; and

Whereas, the Board has investigated and reviewed the conditions found to exist upon the institutional roads in the married student housing area known as College Courts Apartments on the campus at the University of Northern Iowa in Cedar Falls, Iowa;

NOW, THEREFORE, Be It and It is Hereby Resolved by the State Board of Regents, pursuant to the authority granted to it by Section 262.68 of the Code of Iowa 1966, as follows:

1. That 31st Street from Ohio Street to Hudson Road in the area known as College Courts Apartments on the campus of the University of Northern Iowa is found to be congested and the speed of 45 miles per hour is declared to be greater than is reasonable and safe under the conditions found to exist upon said road.
2. That the reasonable and safe speed limit on 31st Street from Ohio Street to Hudson Road in the area known as College Courts Apartments is determined and declared to be twenty (20) miles per hour.
3. That the appropriate officers of the University of Northern Iowa are authorized and directed to erect appropriate signs on said institutional road giving notice of said speed limit, which speed limit shall thereafter be effective.

IOWA SCHOOL FOR THE DEAF

The following business pertaining to the Iowa School for the Deaf was transacted on Friday, November 14, 1969:

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes at the Iowa School for the Deaf for the month of October, 1969 were ratified.

EMERGENCY NEEDS. The Board considered the recommendation for a request to the legislature of an emergency appropriation of \$75,7000 to handle the increased enrollment at the school. The Board Office reported the situation arose from the unexpected increase in above-kindergarten level enrollment and the addition of four first-grade sections. It was pointed out that the teacher-pupil ratio has to remain at 10 to 1 or below due to the necessary hearing devices which have only ten stations.

MOTION: Mr. Loudon moved approval of a request for a supplemental operating appropriation of \$75,700. The motion was seconded by Mr. Perrin and passed unanimously.

Superintendent Giangreco stated that the Board Office's suggestion of directing the school to explore the development of a meaningful relationship with the Department of Public Instruction and with directors of special education as a means of decreasing enrollment at ISD was well taken and that he had been to Rock Valley and meetings were set up in Cedar Rapids and Davenport the week of the 17th. President Redeker directed the school to report the results to the Board.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions at the Iowa School for the Deaf for the month of October, 1969, had been filed

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with him; that it appeared to be in order; and that no contracts were recommended. In the absence of any objections, the President declared the actions reported in the Register of Capital Improvement Business Transactions at the Iowa School for the Deaf for the month of October, 1969, were approved and ratified.

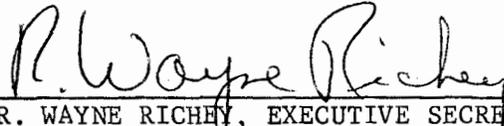
IOWA BRAILLE AND SIGHT SAVING SCHOOL

The following business pertaining to the Iowa Braille and Sight Saving School was transacted on Thursday, November 13, 1969:

REGISTER OF PERSONNEL CHANGES. The actions reported in the Register of Personnel Changes at the Iowa Braille and Sight Saving School for the month of October, 1969, were ratified.

REGISTER OF CAPITAL IMPROVEMENT BUSINESS TRANSACTIONS. Executive Secretary Richey reported the Register of Capital Improvement Business Transactions at the Iowa Braille and Sight Saving School for the month of October, 1969, had been filed with him; that it appeared to be in order; and that no contracts were recommended. In the absence of any objections, the President declared the actions reported in the Register of Capital Improvement Business Transactions at the Iowa Braille and Sight Saving School for the month of October, 1969, were approved and ratified.

ADJOURNMENT. President Redeker declared the meeting adjourned at 4:00 p.m., Friday, November 14, 1969.


R. WAYNE RICHEY, EXECUTIVE SECRETARY